

**San Jose City College**  
**ACADEMIC SENATE**

**Approved Minutes**  
**September 20, 2016**

**Senators Present:** Madeline Adamczeski, Michael Berke, Bill Carlson, Guillermo Castilla, Jesus Covarrubias, Philip Crawford, Nicolas Fraire, Chris Frazier, Fabio Gonzalez, Michelle Gregor, Nisha Guha, Rachel Hagan, Heather Jellison, Heidi Kozlowski, Iyun Lazik, Chris March, Olga Morales-Anaya, Isai Ulate, Ada Weeks, Bob Wing

**Parliamentarian:** Lorenzo Cuesta

**Senators Absent:** Carlos Chavez (excused), Momoh Lahai, Alex Lopez, Linda Meyer

**I. The meeting was called to order at 2:10pm.**

**II. Approval of Agenda – Approved as amended without objection**

**III. Approval of Minutes – Approved as amended without objection**

**IV. Public Comments**

1. Fabio said he’s currently serving as the district senate president and is stepping down from his categorical’s academic senate seat (Area 7). His department has selected Olga Morales-Anaya to fill the academic senate seat. The senate welcomed Olga.

**V. Committee Appointments**

1. Screening Committees

- a. Dental Assisting Faculty/Coordinator (3) – Jagrup K Kahlon (Med. Asst.), Gina del Rosario-Fontela (Cosmo), Linda Ferrell (Acct.), Wendy Pio (Dental Asst.)

**Jagrup, Gina and Wendy were appointed by vote**

Voting for Jagrup (16): Mike, Iyun, Rachel, Guillermo, Ada, Bob, Isai, Michelle, Chris F., Nicolas, Heather, Madeline, Heidi, Nisha, Bill, Phil

Voting for Gina (10): Rachel, Guillermo, Ada, Bob, Michelle, Heather, Madeline, Heidi, Chris M., Phil

Voting for Linda (4): Mike, Chris F., Bill, Chris M.

Voting for Wendy (18): Mike, Iyun, Rachel, Guillermo, Ada, Bob, Isai, Michelle, Olga, Chris F., Nicolas, Heather, Madeline, Heidi, Nisha, Bill, Chris M., Phil

- b. Counselor EOP&S/Guardian (3) - Olga Morales-Anaya (Counseling), Gina Ronzano (Counseling), Fabio Gonzalez (EOP&S), Christina Nguyen (EOP&S)

**Olga, Gina, and Fabio were appointed by vote**

Voting for Olga (18): Mike, Iyun, Rachel, Guillermo, Ada, Bob, Isai, Michelle, Olga, Chris F., Nicolas, Heather, Madeline, Heidi, Nisha, Bill, Chris M., Phil

Voting for Gina (9): Rachel, Guillermo, Ada, Bob, Isai, Chris F., Madeline, Heidi, Chris M.

Voting for Fabio (18): Mike, Iyun, Rachel, Guillermo, Ada, Bob, Isai, Michelle, Olga, Chris F., Nicolas, Heather, Madeline, Heidi, Nisha, Bill, Chris M., Phil

Voting for Christina (7): Mike, Iyun, Michelle, Olga, Nicolas, Heather, Phil

- c. Interim Math/Science Dean (2) - Mark Newton (Bio.), Janet Chang (Health Svc.) – **Approved w/o objection**

- d. Network Technician (1) - Robert Wing (Library), Gina del Rosario-Fontela (Cosmo), Sandra Honesto (Cosmo)

**Bob was appointed by vote**

Voting for Bob (18): Mike, Iyun, Rachel, Guillermo, Ada, Bob, Isai, Michelle, Olga, Chris F., Nicolas, Heather, Madeline, Heidi, Nisha, Bill, Chris M., Phil

No votes for Gina and Sandra

2. **TRC and Evaluation Committees – All were approved w/o objection**

- a. (TRC) Celia Cruz-Johnson (Lang. Arts) and Monette Reyes (ECE) to evaluate Madhavi Sudarsana (ECE)

- b. (TRC) Leslie Rice (ESL faculty selection) and Dorothy Pucay (ESL administrator selection) to evaluate Maritez Apigo (ESL)

- c. Judith Bell (Art) to evaluate Michelle Gregor (Art)

- d. Noe Torres (Lang. Arts) to evaluate Scott Inguito (Lang. Arts)

- e. Leslie Rice (ESL) to evaluate Jessica Breheny (Engl.)

- f. Khalid White (Ethnic Stds.) to evaluate Jesus Covarrubias (Ethnic Stds.)

3. Standing Committees

- a. Campus Technology (CTC) – Leslie Takei (ESL) – **no action taken**

The current charge lists 3 faculty and 3 were appointed at the last meeting.

- b. College Advisory Council (2) – Hasan Rahim (Math), Leslyn McCallum (Comm. Stds.) – **Approved w/o objection**
- c. Professional Development (3) – Dongmei Cao (ESL) – **Approved w/o objection**
- d. Ad Hoc Non Credit Group – Novella Simonson (Engl.), Mary Denham (DSPA) – **Approved w/o objection**
- e. District Technology Planning Group (2) – Robert Wing (Library), Kevin McCandless (Math) – **Approved w/o objection**
- f. ESL/Adult Ed Workgroup (2) – Novella Simonson (ESL), Leslie Rice (ESL) – **Approved w/o objection**
- g. District Professional Recognition (1) – Noe Torres – **Approved w/o objection**

## VI. Action Items

1. Proposed Senate Bylaws changes on standing committees – Phil
  - A. Responsibilities of Committee members
    1. Choose a Senate Liaison from among the faculty on the committee. In the case of Academic Senate standing committees, the liaison will be the chair. The Chair of Academic Senate Standing Committees shall be determined by a vote of the Academic Senate. Nominations for Standing Committee Chairs may be made by any faculty member. Committee Chairs shall serve annual terms and may serve repeated annual terms for a period not to exceed 3 years. The liaison Committee Chair is responsible for:...

**Motion: To approve this change**

There were concerns about imposing a term limit, keeping the previous member’s wisdom, getting more faculty members involved, and consulting with the committees before voting.

**Motion: To postpone the vote on the Bylaw change until committees can be consulted – Approved by vote**

Voting to postpone (9): Rachel, Ada, Bob, Isai, Michelle, Chris F. Heather, Madeline, Chris M.

Voting against postponement (7): Mike, Iyun, Guillermo, Heidi, Nisha, Bill, Phil
2. Approving faculty for ASCCC Fall Plenary – Jesus and Fabio will be funded by the chancellor.

**Motion to approve Mike, Carlos, Phil, Chris F., Heather, Alex, Jesus, and Fabio to attend the Fall Plenary – Approved w/o objection**

## VII. Information items/Possible Action (6 minute limit)

1. Proposed Senate Bylaws changes on Classified Senate Representative – Phil
 

This is the proposed addition:

**Area 13 – Ex Officio Constituent Membership**

There shall be up to two non-voting constituent members from each of the Associated Student Government and the Classified Senate.
2. Academic Senate Mentorship Program-Appointing Senators to new Faculty – Jesus said this program was established last spring. Jesus will email the list of new faculty and asked senators to consider mentoring.
3. Faculty Hiring Priority List-Review of timeline for reading Program Reviews – Jesus reviewed the timeline. Departments are to submit their requests by Sept. 23<sup>rd</sup> and will present their requests to the senate on Oct.4<sup>th</sup>. Lenora will email the Dropbox link so that the senate may review the hiring request materials.
4. Enrollment Management meeting updates – Jesus said they discussed opening of late start classes. VP Graham said Math 311 and English 1A have been added to the late start schedule. ESL (6 units) and other high unit classes meet too long for late starts. Rachel asked senators to notify their students about late start classes. It was suggested to email waitlisted students with the late start classes.
5. Budget Resource Allocation Update on process – Jesus said the district budget committee meets on Thursday at 3pm. He will continue to ask for an allocated resource number and good, meaningful data. Phil may propose a district allocation performance review to see how much their budget has grown in terms of full-time equivalent students. Chris said it’s typical to see a comparison with other district’s budgets.
6. ACCJC Review of Online Courses – Phil said online teachers don’t want their courses accessed without approval. He’s requested the ACCJC give the instructors notice before accessing their courses. He said VP Graham has taken down the “carte blanche” course access. Heidi said their access was early and has been invasive. Chris said the courses are our intellectual property. VP Graham said ITSS has removed the ACCJC access. Graham said ACCJC didn’t want all access either.

7. DE online verification process and revisions to form – Jesus said the form has been updated to include a signature line for the Dean of DE/Library and the DE Coordinator, and a reminder to include supporting evidence/documentation. Mike would like to see more consistency. This form would be valid until the senate makes changes. The executive committee wanted more input from online teaching experts. Heidi said the DE committee said the form was confusing. Iyun and Heidi would like fewer required signatures. The form will be emailed and you may send edits to Lenora.
8. Memorial plaque for Magda Gonzalez (person killed in on campus tractor accident) – Mike said the previous senate voted to dedicate a plaque to Magda Gonzalez who was killed in a campus tractor accident. President Breland added that the plaque was suggested by the ASG and her family, and due to district liability it was best that this idea be student led. He was unsure of the status of the law suit.

**VIII. Committee Reports (1 minute each)**

1. Open Source Update – Bill talked with TJ Bliss about the impact of student success due to the high cost of books. Older books are cheaper. Publishers update some text every two years keeping book costs high. He suggests using existing books for longer periods, elicit help from the IPCC in using older text, and have a senate letter to faculty asking them to be mindful of new book cost. The Chemistry department had success using ExamView for online homework.
2. President's Report – Jesus will continue to advocate for resources for full-time faculty hires at the Board meetings. He said there were 7 retirements, plus Doug's suggested 3 new faculty positions, which should be 10 positions. He shared with the Board the faculty appointments to 18 committees showing SJCC's commitment to shared governance. President Breland said the number of full-time faculty positions will be largely determined by the budget allocation model.
3. Executive Committee – Phil wants an ad hoc committee for open educational resources to cut textbook cost. Mike attended this summer's Curriculum Institute breakout session discussing OER (Open Educational Resources), AB798 the Textbook Affordability Act, and Z degrees. He will compile and email information to the senate.
4. Senator Reports - Rachel said it's important to educate faculty about the bookstore ordering only the current edition. Students may need to purchase older editions online. Chris said the Finance committee appointed Keiko as the chair, and they're starting early to affect this year's program review. Madeline said save November 17<sup>th</sup> for the Santa Clara Valley ACS Scholar award's ceremony honoring Dr. Mark Zheng.

**IX. The chair adjourned the meeting at 4:20pm.**