

San Jose City College
ACADEMIC SENATE

Approved Minutes
September 5, 2017

Senators Present: Michael Berke, Jose Cabrera, Guillermo Castilla, Carlos Chavez, Jesus Covarrubias, Philip Crawford, Barry Del Buono, Nicolas Fraire, Chris Frazier, Fabio Gonzalez, Bill Carlson proxy for Nisha Guha, Rachel Hagan, Heather Jellison, Jagrup Kahlon, Mo Lahai, Iyun Lazik, Alex Lopez, Chris March, Dennis Meakin, Olga Morales-Anaya, Karen Pullen, Isai Ulate, Bob Wing

Parliamentarian: Lorenzo Cuesta

Absent Senators: Eve Mathias (excused)

- I. The meeting was called to order at 2:10pm.**
- II. Approval of Agenda – Approved without objection**
- III. Approval of Minutes – Approved without objection**
- IV. Public Comments**

1. Vice President of Student Affairs (VPSA) Roland Montemayor introduced Acting College President, Norma Ambriz-Galaviz, who will be assisting for 6-8 weeks during President Breland’s family transition. President Ambriz-Galaviz will attend meetings representing the college in the community and make reports to President Breland. She brings experience as both a college president and a vice chancellor.
2. Leslie Rice, an ESL instructor, thanked VPSA Montemayor and Interim Dean Celia Cruz-Johnson for adding 3 new non-credit sections bringing non-credit sections to 11. She asked the senate to select someone who will be very active to replace Madeline Adamczeski on the District Professional Recognition Committee. She requests approval to replace Leslie Takei on the BSI committee. SJCC ESL faculty will present at the California ESL Convention.
3. Associate Director of Student Accessibility Services, Edina Rutland, reported the program’s name change from Disabled Student Program. She thanked the senate for its support and hopes the name change will be more positive for students. Some of the forms are still in process of changing names.
4. Dean Susan Hines announced that the state will host 3 upcoming meetings for Open Educational Resources. This Friday’s meeting/workshops discussing Z Degrees will be held at the College of the Canyons. Dean Hines will drive the van to the northern meetings. The state Academic Senate will host a northern Cal meeting in Marin on September 15th and a southern California meeting.

V. Committee Appointments

1. Screening Committees – **Approved w/o objection**
 - a. Program Coordinator (Bus. & Workforce) - Maricela Martinez (Counseling)
 - b. Program Coordinator (Student Development & Activities) - Diane Pham (Med. Asst.)
2. Standing Committees/Workgroups – See Action Items

VI. Action Item

1. Committee Appointments

| Standing Committees | | |
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| BSI (Basic Skills-2 per dept.) Approved w/o objection Leslie Rice (ESL) Patricia Solano (Math) Gabriela Rios (Math) Madhavi Sudarsana (ECE) Rachel Hagan (Counseling) Marlise Edwards (Engl.) | CTC (Campus Technology) (3) Approved by vote Mark Branom (CA/CIS) Kidane Sengal (CIS) Dorothy Pucay (ESL) | College Advisory Council (4) Approved w/o objection Kidane Sengal (CIS) Lucas Cantin (Chem.) |

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| Linda Meyer (Library) | | |
| Distance Ed (DE)(at least 6) Approved w/o objection Veronica Harris (Counseling) Padma Manian (History) Dan McElroy (CIS) Mary Conroy (Psych/Glob.Stds) Kidane Sengal (CIS) Clem Lundie (CIS) Dorothy Pucay (ESL) Audrey Blumeneau (Art) | Diversity Advisory (3) Approved w/o objection Christopher March (Mach. Tech) Clem Lundie (CIS) | Facilities, Safety & Tech (2) Approved by vote Janet Chang (Health SVCs seat) Phil Crawford (Soc. Sci.) Iyun Lazik (Chem.) |
| Finance (3) Approved by vote Linda Ferrell (Acct.) Chris Frazier (Math) Bill Carlson (Chem.) | IPCC (1 faculty for a 3yr term) Approved by vote Mark Branom (CA/CIS) | Planning & Institutional Effectiveness (4) (formally Strategic Planning) Approved w/o objection Leslie Rice (ESL) Mary Cook (ADS) Lucas Randall (Math/Sci.) |
| Professional Development (4) Approved w/o objection Heather Jellison (ESL) Mary Conroy (Psych/Glob.Stds) Phil Crawford (Soc. Sci.) | Professional Improvement (3) Approved w/o objection Linda Ferrell (Acct.) Shelley Giacalone (ComStds.) Wendy Pio (Dental Asst.) Clem Lundie (CIS) | Program Review (5) Approved w/o objection Dorothy Pucay (ESL) Edna Dolatre (Dental Asst.) Yelena Lipilina (Cosmo) Barry Del Buono (Soc. Sci.) |
| Scholarship Comm. (open) Approved w/o objection Iyun Lazik (Chem.) Alex Lopez (Counseling) Noe Torres (Engl.) Carlos Chavez (Counseling) Will Reyes (Counseling) Karen Pullen (Artic.) Jose Cabrera (Chem.) | Student Learning Outcomes (SLOAC) (faculty from each dept.) Approved w/o objection Meiko Daire (Counseling) Mo Lahai (Bus.) Barry Del Buono (Soc. Sci.) | Student Success/Equity (4) Approved by vote Gayatri Pal (Bio.) Heather Jellison (ESL) Rachel Hagan (Counseling) Fabio Gonzalez (EOP&S) |
| District Budget (alternating Senators) Approved w/o objection Chris Frazier (Math) Phil Crawford (Soc. Sci.) | District Professional Recognition Comm. (3) Approved w/o objection Leslie Rice (ESL) Noe Torres (Engl.) Jose Cabrera (Chem.) | District Technology Planning Group (2) Approved w/o objection Bob Wing (Library) Clem Lundie (CIS) |

Votes

CTC – Voting for Mark Branom (17): Mike, Iyun, Guillermo, Alex, Olga, Barry, Mo, Chris F, Rachel, Carlos, Jose, Bill, Bob, Dennis, Chris M, Phil, Nicholas

Voting for Kidane Sengal (13): Iyun, Guillermo, Alex, Heather, Olga, Mo, Chris F, Rachel, Jagrup, Jose, Dennis, Chris M, Phil

Voting for Clem Lundie (10): Mike, Heather, Barry, Mo, Jagrup, Carlos, Bill, Bob, Chris M, Nicholas

Voting for Dorothy Pucay (17): Mike, Iyun, Guillermo, Alex, Heather, Olga, Barry, Chris F, Rachel, Jagrup, Carlos, Jose, Bill, Bob, Dennis, Phil, Nicholas

Facilities, Safety & Technology – Voting for Tait (1): Nicholas

Voting for Phil (20): Mike, Iyun, Guillermo, Alex, Bob, Heather, Olga, Barry, Mo, Chris F, Rachel, Jagrup, Carlos, Jose, Bill, Dennis, Chris M, Phil, Nicholas, Isai

Voting for Iyun (17): Mike, Iyun, Guillermo, Alex, Heather, Olga, Barry, Mo, Chris F, Rachel, Jagrup, Carlos, Jose, Bill, Dennis, Chris M, Phil

Voting for Scott Miller (1): Bob; Voting for Clem (1): Isai

Finance – Voting for Linda Ferrell (20): Mike, Iyun, Guillermo, Alex, Bob, Heather, Olga, Barry, Mo, Chris F, Rachel, Jagrup, Carlos, Jose, Bill, Dennis, Chris M, Phil, Nicholas, Isai

Voting for Judith Bell (7): Mike, Bob, Heather, Chris F, Rachel, Jagrup, Chris M

Voting for Chris Frazier (19): Mike, Iyun, Guillermo, Alex, Bob, Heather, Olga, Barry, Mo, Chris F, Rachel, Carlos, Jose, Bill, Dennis, Chris M, Phil, Nicholas, Isai

Voting for Bill Carlson (14): Iyun, Guillermo, Alex, Olga, Barry, Mo, Jagrup, Carlos, Jose, Bill, Dennis, Isai, Phil, Nicholas

IPCC – Voting for Mark Branom (14): Mike, Iyun, Guillermo, Alex, Olga, Mo, Chris F, Carlos, Jose, Bill, Dennis, Chris M, Phil, Nicholas

Voting for Dorothy Pucay (7): Bob, Heather, Barry, Rachel, Jagrup, Bob, Isai

Student Success & Equity – Voting for Jennifer Nestojko (9): Guillermo, Alex, Olga, Mo, Carlos, Bill, Dennis, Isai, Nicholas

Voting for Gayatri Pal (10): Mike, Iyun, Guillermo, Barry, Mo, Chris F, Jagrup, Jose, Chris M, Phil

Voting for Marlise (6): Alex, Bob, Heather, Mo, Rachel, Carlos

Voting for Heather (18): Mike, Iyun, Bob, Heather, Olga, Barry, Mo, Chris F, Rachel, Jagrup, Carlos, Jose, Bill, Dennis, Isai, Chris M, Phil, Nicholas

Voting for Rachel (18): Mike Iyun, Guillermo, Alex, Bob, Heather, Olga, Barry, Chris F, Rachel, Jagrup, Jose, Bill, Dennis, Isai, Chris M, Phil, Nicholas

Voting for Fabio (19): Mike, Iyun, Guillermo, Alex, Bob, Heather, Olga, Barry, Chris F, Rachel, Jagrup, Carlos, Jose, Bill, Dennis, Chris M, Phil, Nicholas, Isai

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

1. Senate Summer Retreat summary – Jesus said 16 attended the retreat at the Flames downtown to take stock of last year’s work and direction for this year. Jagrup got familiar with the Academic Senate process, committees, and learn more about the 10+1 rule. Dennis said it was good to meet everyone and also get familiar with senate operations. The group also discussed reassigned time, DE issues and direction, the faculty hiring process, the Resource Allocation Model (RAM), and gave a 10+1 orientation. Phil encouraged the senators to review the Ed Code, the Brown Act, Title V, the (senate) Constitutions and Bylaws, Robert’s Rules of Order and a cheat sheet for motions. Mike said President Breland gave information about Guided Pathways and taking action to support vulnerable students in this current climate, such as, adding a multicultural center to honor students and make them feel welcome. Jesus added that no RAM meetings were held over the summer but the consultant has submitted a recommendation report and Doug Smith wants to present it at a senate meeting.

2. Faculty Hiring Priorities – Iyun Lazik said the senate would like to present its recommendation to the president soon for a better candidate pool, possibly by the 1st or 2nd meeting in October. She summarized the process: decide on the timeline, email the departments/faculty with the requirements and request form, the senate reviews the documentation, the departments present their request to the senate who ranks the list by priority, and presents its recommendation to President Breland. If the call goes out this week with a request for the documentation to be returned by September 19th for presentations on October 3rd. There was discussion about revising the process and timeline, replacing some discipline's faculty right away (without priority list), being sensitive to Joyce Liu's data turn-around time, assigning higher points to replacement positions, and reviewing several years' program reviews for trends. VPSA Montemayor said having the list by December would give enough time to hire by March 2018 and an analyst will be hired to assist with data. Linda Meyer reminded the senate that the documentation would be based on last year's program review.
3. Guided Pathways – VPSA Montemayor said guided pathways removes barriers for students, creates a clear path from begging to end, and mapping out courses in sequences showing students how to navigate them to success. He suggested expanding Summer Bridge, EOP&S and Metas to be included the pathways because of their high retention and success rates. Mike found that many of his students still need guidance and monitoring in (selecting) their classes. Rachel said the course sequence order is needed in all department/programs to assist with course selection. Karen offered Articulation's help with mapping courses and providing the degree and certification sheets. Roland added they're working on systematizing and memorializing these processes for students and faculty.
4. Update on the Strong Workforce sessions for 2017-2018 local funds – Dean Dickerson distributed a handout describing the two planned information sessions for this semester and the proposal form for faculty to enhance/improve CTE enrollment. She said we will have 2 ½ years to use the Strong Workforce allocations. The local share will be \$1.2M - \$1.3M for the colleges and programs (including CTE, ESL, Math Medical Assisting, ECE, and HVAC. Lena Tran will discuss the regional share at the next meeting.
5. Program Review (PR) update – Mike distributed PR's annual/comprehensive instructions and forms draft. Senators will review for the next agenda. The PR committee is working on providing another budget format and useful data.

VIII. Committee Reports/ Senator Updates (1 minute each)

1. President's Report - Jesus said he's planning a meeting with the Chancellor. He would like the executive committee to suggest a gift for President Breland's new baby on behalf of the senate.
2. Executive Committee - Phil said the SouthBay Consortium has finally changed their charter to include faculty and he has been selected to represent the colleges and David to represent faculty in adult education. Phil is trying to understand how the funds are allocated. Adult Education is receiving more money than the colleges.
3. District Senate - Fabio said they're finalizing their steps on the districtwide equivalency. They will have their first meeting next week.
4. Senator Updates – Bob reported the Library/LRC is making building changes to make it more inviting for students. Remind students that they are there to assist them. They are continuing the extended hours to 9pm Monday-Thursday, and 11am-3pm on Saturday. Remind students that their numbers are needed to continue the extended hours.
5. Rachel reported that enrollment is busting at the seams. There are teaching opportunities for more sections of filled courses. Send information to Roland or your dean for more suggestions for late start classes. Students must get into English and Math sections.
6. Nicholas reported that there will be a tailgate for the Monterey Peninsula game on September 16th. They need more people/faculty to the games.
7. Mike reported that the 10+1 committee will begin this semester to increase communication among committees. Send suggestions to Mike.
8. Jesus said with the current docket decisions we need ways to welcome and reassure our students.
9. Olga said there's an ALMASS group on campus who will meet this Friday.

10. IPCC - Karen reported that she is now taking over IPCC from Linda. They completed almost 200 courses and 3 degrees last year. New courses (for fall 2018) need to go through IPCC by November. CID has a new website.
11. DE - Audrey reported 81 faculty attended workshops over the summer. She went to the Online Teaching Conference (OTC) in June and attended a workshop in which they discussed how to verify your online faculty. Course exchange is open statewide now. It may take a month for the course to go through the OEI. She asked for senate guidance for future reports.

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