



District Academic Senate Minutes

Tuesday, April 8th, 2025. Mishra Room, LETC, Evergreen Valley College

Present:

John Banks (SJECCD Treasurer & SJCC Academic Senate Treasurer) (Remote)
Phil Crawford (SJCC Academic Senate)
Grace Estrada (EVC Academic Senate)
Henry Estrada (EVC Academic Senate President)
Fabio Gonzalez (SJCC Academic Senate VP) (Remote)
David Hendricks (SJECCD District Academic Senate President & EVC Academic Senate Treasurer)
Heidi Kozlowski (SJECCD Academic Senate VP & SJCC Academic Senate President)
Kelly Nguyen-Jardin (EVC Senate VP)

Guests: Elvira Valderrama-Rodriguez, Director Human Resources (Remote); Mark Branham, SJCC Senate (remote); Eric Narveson, EVC Senate

CALL TO ORDER 4:15

I. ADOPTION OF AGENDA Henry 1st; Heidi 2nd

1. Addition/Deletion/Corrections
2. Approval of Agenda

II. APPROVAL OF MINUTES Heidi 1st; Henry 2nd

III. PUBLIC COMMENTS (Each public comment is limited to two minutes)

This portion of the meeting is reserved for any item not on the agenda. The law does not permit action or extended discussion of any item not on the agenda except under special circumstances. If Senate action is required, it can be placed on the agenda for the next meeting.

IV. INFORMATION/DISCUSSION ITEMS

1. Procedures for Hiring Associate Faculty and Establishing Equivalency

The DAS has discussed this issue at earlier meetings in the semester in response to a resolution originating out of the SJCC Academic Senate. The EVC Academic Senate Program Assistant worked to revamp the Equivalency form to add in a signature line for the DAS President. David worked with Elvira in HR to edit the form to ensure that all of the signature lines were included. The new form ensures oversight by discipline experts, as well as the affected campus AS, and now also the DAS.

Elvira thanked Eric for his work in helping wordsmith the Equivalency Procedures. There need to be some additional edits, but once complete the new procedures can be uploaded to the website. The old form will be used for current hiring committees; the effective start date for the revamped form will be May 1. Elvira asked about contingencies during summer breaks. Heidi noted that there are senators who are designated for summer signings and that a one week turnaround for signing should be sufficient. David noted that if either the DAS President or campus AS President are absent that they appoint a designee with the authority to sign on behalf of their respective bodies.

David stated that in addition to rationalizing and updating the equivalency procedures that there also needs to be an update to the procedures for hiring Associate faculty since the formal AP (Administrative Policy) and the hiring practices that Deans use don't match up. This will be a next step.

Phil noted that some Deans have hired faculty who lack minimum qualifications and have not gone through the equivalency process. Henry stated that there needs to be better checks and balances to avoid such instances since equivalencies qualify

Associates to teach at both colleges once they have the FSA. David thanked Elvira for her attendance and contribution in helping clean up hiring procedures.

2. Special Assignment/NIA MOU

The issue about Special Assignments was raised at our last meeting so this is an opportunity to continue the conversation. Phil noted that the MOU on Special Assignments between the District and AFT 6157 did not address some significant 10+1 issues and that Deans are circumventing the Senates on these matters, which should come under Senate purview. While Deans do have the final right of assignment, the Senates need to be included in discussions about the parameters of the Special Assignments, including the duties and amount of time required to fulfill the duties of the assignments. The Senates should assert their influence in these matters. Deans have the obligation to engage in collegial consultation, particularly for Deans who have no experience in an area covered by a Special Assignment. Heidi noted that some administrators have been appointing people out of convenience rather than considering the appropriateness of the hires. The Senates could help to advise.

David suggested that the campus Senates should begin drafting a resolution to push the requirement for collegial consultation. There should be a regularly scheduled review of ongoing Special Assignments to ensure that they serve the campuses effectively. Also, that the Senates be consulted so that they can make recommendations about appropriate personnel for the positions. There needs to be a counterbalance to power that has shifted away from the Senates and toward the administration. There is too much potential for the Special Assignment system to be abused. Mark also noted that Administrators don't have a full understanding of the 10+1 mandate and may need to be reminded of the provisions in Ed.Code to act collaboratively and in consultation with faculty.

John asked about the timing. David suggested that the consistency in Senate compositions into next year will allow the Senates to craft an effective resolution that both campuses could endorse. Henry observed that changing the system may indeed take time; past changes to process have needed time to play out. Phil noted that at SJCC that the AS worked with their administration to establish the workloads and to advise on personnel selection for the NIAs, until just a few years ago, so it is something that has happened in the past and ought to be revived. Heidi concurred and recalled a subcommittee of the SJCCAS that worked with the VP of Academic Affairs collaboratively on these assignments. Kelly noted that the EVCAS had begun a process to mirror the model that SJCC provided, but that it never came to fruition.

Henry suggested that each of the Senates need to discuss this topic at their next meetings. David noted that since faculty have a role in advising on new faculty hires that having a faculty role in advising on staffing Special Assignments would be a similar function.

Fabio said that the SJCCAS had requested the list of Special Assignments early in March and only recently received the list. SJCC Academic Senate requested input on developing these assignments since faculty members are the individuals doing the work. The SJCC list includes many assignments that are not and should not be categorized as Special Assignments; for instance, the list includes assignments that are part of an individual's job description. Faculty should have access to and input over the list to ensure accuracy. There needs to be more transparency.

Phil asked that the Senates draft a resolution to extend the time to consider the Special Assignments to allow for collegial consultation before the administration fills the positions. Kelly noted that the EVCAS has not yet seen a list of the next year's Special Assignments. Heidi noted that the list should be released earlier in Spring semester; at this point, faculty have their Fall 2025 schedules and students are registering for classes. So, if Faculty accept an assignment and change their schedules, students won't get the instructors they registered with. The Special Assignments should be advertised, interviewed for, and filled before the Fall schedule is available for registration.

Henry questioned whether the DAS should push a global resolution this semester and suggested that in the short term that each campus Senate address the Special Assignment process for their own campus. This would allow for working with the respective College Presidents. The EVC President is new and the EVCAS is building a working relationship. Meanwhile the SJCC President is interim and won't be around to set policy for next year. The Senates do need to address how Special Assignments are defined and staffed going forward. Heidi suggested that each campus Senate take up the issue with their administration to start the conversations. David offered to be part of any meetings where he may be of use. David thanked Fabio for raising and pushing the issue of Special Assignment definitions and allocation.

3. AB 1705 FACC Resolution

John has sent out information to the Math faculty about a meeting in Woodland on April 9 to consider AB 1705 and its effects and to discuss what Math Faculty

recommend to ensure that students have the resources they need. He will report back at the next DAS meeting in May. David noted that FACC has been pushing for more flexibility in establishing foundational courses for students who want them.

4. AI Task Force Update

EVC has been working to develop an AI policy and is drawing from a number of sources, including SJCC policy. Mark Branham said that Area B drafted a resolution to the ASCCC Plenary to recommend the creation and adoption of a central resource for AI training and usage, similar to what the CSU system has created for faculty, classified professionals and students. He also is completing a survey of the colleges' resources and use of generative AI.

Henry thanked Mark for his work in crafting an AI policy at SJCC and that that work is influencing what EVC is doing. Once EVC crafts a policy, it will be forwarded to the DAS so that we can craft a comprehensive policy for the District. David thanked Mark for his work and leadership on the AI issue.

5. Spring 2025 ASCCC Plenary Resolutions

Phil pointed out that one of the resolution under consideration at the upcoming Plenary is in support of a unified faculty that does not distinguish between Full Time and Associates. Instead, all faculty would have the same proportional pay and benefits an academic freedom. He asked that the Senate Presidents support it.

David referenced resolution 100.2, which advocates for community college Ethnic Studies courses be accepted at the CSUs to qualify for credit under Area F.

V. ACTION ITEMS

VI. CONSENT ITEMS Move to adopt: Fabio 1st; Phil 2nd.

1. Delay Action on DAS Leadership Decision until May 13 Meeting

VI. REPORTS

1. Evergreen Valley College Academic Senate

EVC is working on the issues that were discussed today, including AB 1705, as well as Strategic Enrollment Management. There is an issue with AB 928. The catalog needs to state that IGETC is being replaced by Cal-GETC. This has not yet happened. The EVCAS is pushing to make sure that the changes happen before Fall. EVCAS also is working to craft an AI policy.

2. San Jose City College Academic Senate

SJCCAS is working on the issue of NIAs, especially since the amount of release time for many of them is inadequate. SJCC currently has no SLO Coordinator as a result. Meanwhile the Program Review Coordinator ran out of hours, so that work is not being done. SJCC is contending with leadership turmoil; the interim President will be leaving in 2 months, the VP of Academic Affairs quit, and one of the Deans quit in January.

3. District Academic Senate

David noted that he had made final adjustments to the resolution endorsing the title change from "Instructor" to Professor and will send that out tomorrow if there are no further objections or adjustments needed.

Eric offered to help with establishing training in the equivalency process for future leadership.

VI. RECOGNITIONS AND ANNOUNCEMENTS (3 minutes)

VII. ADJOURNMENT 5:14pm

Move to adjourn: Henry 1st; Grace 2nd