

Academic Senate Draft Minutes April 27, 2020

Meeting called to order 2:02 p.m.

Eric Kuehnl (Senate VP/CCC Faculty Co-Chair)
Robert Cormia (Senate Secretary/Treasurer)
Isaac Escoto (Senate President)
Mary Thomas (LIBR)
Tracee Cunningham (CNSL)
Voltaire Villanueva (CNSL)
Kate Jordahl (FA/COMM)
Robert Hartwell (FA/COMM)
Sara Cooper (BHS/Faculty Association Liaison)
Rachelle Campbell (BHS)
Kathryn Maurer (BSS)
Maria Dominguez (BSS)
David McCormick (LA)
Amber La Piana (LA)
David Marasco (PSME)
Matthew Litrus (PSME)
Mimi Overton (SRC)
Donna Frankel (Part Time Rep)
Mary Anne Sunseri (Part Time Rep)
Rita O'Loughlin (KA/ATHL)
Dixie Macias (KA/ATHL)
Carolyn Holcroft (Professional Development Coordinator)
Kristy Lisle (Cabinet Liaison)
Leonardo Blas (ASFC President) – absent

Guests

Susie Huerta
Cheyanne Cortez
Katie Ha
John Fox
Preston Ni
Stephanie Chan
Kella Svetich

Valerie Fong

The agenda was adopted by consensus. The minutes from the April 13th meeting were approved by consensus.

Consent calendar:

General counsellor (Focus online) search committee to include faculty Fatima Jinnah, Maritza Sandoval and Kim Lane. Consent calendar also included a statement of support for FHDA-CCD annual review of student salary schedule. The consent calendar was approved.

Regular business:

- Grading - W and EW
- COVID-19 check-in
- Academic council meeting
- Senate letter to President Nguyen

Grading - W and EW

Discussed the W, and EW grade, defined as:

W - withdrawal up until the 8th week

EW - excused withdrawal, e.g., a medical issue outside of a W (or an incomplete).

EW does not count against the three attempts a student has to complete a course in our district. During COVID-19 (winter quarter) a W could be moved to an EW. The Chancellor's Office is supportive of campuses removing barriers that would work against a student during this time. Or we could make W's in winter not count as an attempt. Easier to change a W into an EW, in order to not count as an attempt. David Marasco asked if there were any downsides, and none were mentioned. Kristy commented that the EW doesn't adversely affect the annual progress (report) for a student. Kathryn moved that the Senate approve a blanket change of W grades to EW for winter and spring quarter; the motion was passed unanimously. Isaac will follow up and ask Anthony Cervantes whether the back of the transcript will have information about the EW, as it currently does for other grades.

Guidance from the Chancellor's office regarding COVID-19 related policy changes: be clear about what you're doing, explain why, and how you're messaging these changes to students.

COVID-19 check in

The Committee on Online Learning is hosting a special meeting to collect and address faculty concerns regarding COVID-19 planning. The meeting will be held May 5th from 12:30 to 2:30 p.m. Isaac will send an Outlook invite for this meeting to any that would like to be invited.

Looking at summer and going into fall, there's a lot of topics for the College to discuss. There's significant budget uncertainty going forward, this year and the next. There's no May revise this year, as tax filing was extended until the end of June. Because of the State budget problems, there could be systemic cuts going forward. We don't know if there will be changes to the SKIFF, or the "hold harmless" for which we have two years left.

Advisory council meeting

At the advisory council, President Nguyen mentioned that 4 positions that are currently open will be frozen:

Athletic Trainer - Classified Position (KA/ATHL)
Facilities and Equipment Coordinator - Classified Position
Associate VP of Instruction
Dean of LRC

President Nguyen mentioned that the directive for these freezes was coming from the District, and that De Anza and Central Services would also look at freezes. There was significant concern by the Senate about the decision to freeze these positions without consulting with R&R, Academic Senate, or others affected by the freeze.

APM (Academic and Professional Matters - a district meeting of executive leadership from both colleges, including leadership from both senates, Faculty Association, as well as our Chancellor) is an opportunity to better understand district directions to hold/freeze campus positions, as well as clarify how the district will guide the campuses regarding any potential budget reduction. APM meets this Wednesday.

President Nguyen asked the Advisory Council if the College should look at freezing other positions, such as the active searches for faculty positions. Freezing positions would make the most progress in reducing the budget. Thuy asked how faculty would want to be involved in discussions. This could be an opportunity for the Academic Senate to be involved in being thought partners, but there was a sense that the opportunity seems a bit vague, at the moment. Question as to why the mentioned freezes, which are of a budgeting nature/response, weren't brought to R&R.

When we talk about budget reduction, what would the process look like? Thuy has asked, should we freeze positions? There is an additional advisory council meeting Friday May 1, 11 a.m. to 1 p.m. How do we address the question about whether we should freeze the search process. Amber, David, and Kathryn all expressed concern about the process to freeze the positions, and faculty not being involved in the discussion, prior to the Advisory Council meeting.

Amber commented that there appeared to be some convoluted between this idea of process and faculty's request for transparency. There were months of discussion about a reorg in Language Arts, and now it's possibly going to get undone (due to freezing the LRC dean position), without any discussion.

Kathryn - commented that it's exactly the same issues pre-COVID. Same discussion has been coming down in COOL. There are values in shared governance that are shared, including transparency, involvement of stakeholders. Where are decisions being made, in what forums?

Going forward, with discussion of future budget planning. Kathryn commented that decisions are already being made without us being included as thought partners. Sara commented that R&R could have discussed this. Same with the District budget advisory committee (no mention of position freezes). Comment that we are sitting waiting to be involved, and no one is coming to talk with us, until we hear decisions were made.

If we're going to make decisions in meetings or bodies where there is not faculty representation, how do we get faculty in these spaces? Have a faculty position on cabinet? Somewhere else? Sara commented that she goes to so many meetings, still waiting to be asked.

Rachelle commented that the State and Federal budget is a future and hypothetical impact, and additionally her program has been denied a 3rd faculty for so long, that she can't grow. David commented about transparency and trust. The news about the job freeze came at the end of a

long meeting. Is Foothill taking the brunt of the freezes/cuts? We heard that De Anza isn't planning any freezes.

If this really is a college wide decision, why wasn't this brought up in one of the governance councils? Comment that many questions were asked at the Advisory Council (in the chat window) that weren't answered. It feels disrespectful to be getting nowhere when we've been talking about this for hours and hours at 5 months of academic senate meetings.

Comment that the TLC has been undergoing transition for almost two years now, and the operational impact of these decisions is grossly unclear.

Kathryn commented that we already have a task force that we formed at the Senate to draft a potential formal Senate response to the concerns faculty have been raising for months regarding the decision-making process. Perhaps this task force could be more actively involved right now in meetings that are addressing these concerns, such as attending the APM meeting on Wednesday. Isaac clarified that these meetings are generally reserved for the Officers, but he would check about extending the invitation to the task force. Amber asked if faculty could attend the Advisory Council this Friday (yes, open meeting). Isaac will send out the Zoom link. Isaac mentioned that campus wide groups would be invited to the meeting (R&R reps, deans, student services leaders, etc).

Katie Ha mentioned that she attended the meeting on Friday, and that TLC has been undergoing changes. She mentioned that Thuy stated Friday she wouldn't be cutting any programs, but shouldn't we be using (program) data to drive the decisions of (program reorganization) for serving students and equity?

Sara commented that we were previously counselled by the administration to not discuss program discontinuation. She commented that without a program discontinuation process, our campus is not adequately prepared for potential program discontinuation discussion.

David commented that he was on Senate the last time program discontinuation was going on, and that we seemed to be "making things up" as we went along. David said that while he wouldn't want to (have to) be involved in program discontinuation again, we should plan to.

David, Kathryn, Katie, and Sara offered to help in developing a process to address program discontinuation. Kristy said she wasn't ready to make a comment regarding the current discussion or the decision to freeze positions.

Amber commented that the minute it's apparent that a (College) decision needs to be made that will impact people on campus, that stakeholders should be involved. The process should involve stakeholders from the outset.

Kathryn commented that the task force came up with a letter, and the pandemic put it on hold. But now, given the decisions that are being made, we need to bring it back. We were encouraged not to pass resolutions and instead talk with each other.

Donna commented that the KA/ATHL dean solicited ideas from faculty (freezing positions, etc.) and the message from the KA/ATHL dean again brought up the possibility of a reorganization.

Isaac commented that it is hard to give feedback and be a thought partner in the decision-making process without having supporting information/contingency planning info. What information do we (faculty) need to be thought partners in a decision-making process?

Comment that it would be surprising if the Chancellor's office makes decisions about individual institutions within the district without the input of the institution's CEO. Further comment that it would be a surprise if the district and college administration were not on the same page regarding the hiring holds.

An email exchange between Kathy Perino and the Chancellor was introduced for clarification. The content of the email was read out loud:

Directly from Kathy's email exchange with Judy:

1) Has the District implemented a hiring freeze for 2020-2021 positions?

(I think this answer is no, but I thought I should ask anyway.) **No freeze. Just a review in Chancellor's Cabinet.**

2) Have you decided there are some positions that must be placed "on hold?" (Faculty serving on hiring committees would like to know ASAP). **College or Central Services managers decide if positions are held.**

3) If so, what were the criteria by which the positions were selected for "hold" and how many positions are held at each campus? **Managers can answer that question for each position.**

4) Has the District decided on any budget reduction targets for 2020-21? **No reduction yet. Lots of moving parts and uncertainties but we are planning on the same FTEF allocation and productivity and FTES targets for 20-21.**

The group agreed that we need a formal response from the Senate, to the freezing of the positions, at the Advisory meeting on Friday, and additionally to answer President Nguyen's question about how faculty would like to be involved in the decision making process. Kathryn asked Isaac to represent the Academic Senate at the meeting on Friday. We discussed and agreed we'd need at least two items to present on Friday:

- 1) A verbal or written declaration from the Senate, we need things to be different, and need things to be different now
- 2) Per the letter, we request a change in how decisions are being made, to ensure stakeholders are being considered and included

David commented that if we do a response, it needs to be a document, not a verbal interchange, from the Senate to the President. Kathryn commented that the written document should be read at the council meeting. Mary Thomas commented that we should use our draft letter as a basis to develop our next written response. Rachelle suggested that we formally ask that the frozen positions become unfrozen. Big picture and next steps, send out the letter, get feedback from division faculty, clean up the letter, and Isaac will read the letter.

A question was asked - when was Paul Starer advised about the freezing of his position? A follow-up question by a member of the public was asked, if you were involved in the LRC, when were they informed? Mary Thomas and Katie Ha commented that they weren't informed prior to the Friday advisory council meeting, nor was counselling or kinesiology.

Comment that a program II coordinator was recently hired in the LRC, to replace Josh Pelletier. If there is to be no LRC dean for the time being, who would the program II coordinator report to?

There was more discussion about preparing a response for Friday, the timeline and participants, and building on the letter that was drafted prior to the COVID-19 virtualization of instruction.

A question was asked, after the letter, then what? Sara suggested we're in a position to start a conversation without having it all fixed and figured out. We need a process that involves faculty, especially about where decisions are being made. Kate suggested that we are in the middle of something serious. And there are differences between how the two Colleges are positioning for budget cuts, and not working together.

David commented the letter will need to say what's on our minds, and the letter doesn't need to be perfect or finished, but we need to have "asks" in the letter. There will be an emergency meeting of the Academic Senate on Friday at 9 a.m. to vote on the letter.

The meeting was adjourned at 4:00 p.m.