



Foothill College Academic Senate
 Academic Year: 2020-21
 Monthly Committee Reports
 2nd Report: October 26, 2020

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Academic Senate Sub-Committees

College Curriculum Committee
 Co-Chaired with Office of Instruction

Reported by Faculty Co-Chair Eric Kuehnl

10/26 Report: No Report

Committee on Online Learning

Co-Chaired with Office of Online Learning

Reported by Faculty Co-Chair, Kerri Ryer

10/26 Report: No report

9/28 Report: The co-chairs have started meeting to discuss scheduling and communication.

Meetings will be held bi-weekly on Fridays, starting October 9th, with sub-committee working groups each Friday in between starting October 16th. Calls for membership will be forthcoming. If interested in serving, please contact the co-chairs.

Ethnic Studies Steering Committee

Reported by Faculty Co-Chair, (David Marasco, Voltaire Villanueva, Susie Huerta)

10/26 Report: No report (just formed)

Ethnic Studies Advisory Committee

Reported by Faculty Co-Chair, (David Marasco, Voltaire Villanueva, Susie Huerta)

10/26 Report: No report (just formed)

COVID Scheduling Taskforce

Co-Chaired with Office of Instruction, Kurt Hueg

Reported by Faculty Co-Chair, Robert Cormia

10/26 Report:

The COVID scheduling task force met October 20th under the new committee leadership of Kurt Hueg (admin) Robert Cormia (Senate), faculty Sara Cooper, Amy Edwards, Nicole Kerbey, Kimberly Lane, Amber La Piana, Bruce McLeod, Mary Thomas, and Warren Voyce. The group produced COVID Scheduling Task Force Guiding Principles and Criteria which was approved by Academic Senate at the October 12th meeting. The group acknowledged the significance of this work as a foundation to guiding decisions made around "return to campus." A scheduling priority survey was sent to the Academic divisions two weeks ago, with data being collected in Smart Forms. There was significant discussion about the work of the group, how it would be integrated into Foothill's governance process related to "return to campus activities," and the need to clarify Foothill's organizational process around "return to campus." Kurt Hueg was charged with bringing these questions to Cabinet today.

Governance Councils & Study Groups

Advisory Council (Council)

Reported by Faculty Tri-Chair, Kathryn Maurer

10/26 Report:

The Advisory Council had its first meeting of the year on 10/9. We received an update from Kristy Lisle on IP&B/Program Review, both in terms of the need of Advisory Council to hear the 19-20 presentations of the comprehensive program reviews that were delayed due to COVID in the spring, and also the ongoing work on preparing Student Services Program templates for the comprehensive reviews for this year. AC will hear the 19-20 presentations at a special meeting on the 10/30, and during our regular meeting on 11/2, and these presentations will take up those entire meetings. IP&B is continuing to meet to launch year 2, which included creating the new templates for student

services program, and that work is nearly complete. A question/concern was raised about the makeup of IP&B, as it was acknowledged that the only faculty rep now attending regularly is Kathryn.

We also heard a [presentation](#) on Accreditation from Elaine Kuo, Foothill's Accreditation Officer. We voted to approve an Accreditation Study Group, to be chaired by Elaine, to start work on the Mid-Term Report. We also voted to approve the [faculty prioritization process](#) for 20-21.

Community & Communication Council (C&C)

Reported by Faculty Tri-Chair, Laura Gamez

10/26 Report:

C&C met on 10.16.20 for the first time in Fall Quarter.

- Meeting Norms were amended to reflect the new group.
- Students representatives presented the Letter to Foothill College Governance and asked to be put on the agenda every meeting and requested a response from C&C.
- As a group we went over the president's questions as our charge for the year.
- In our next meeting per President Thuy suggestion Colber Prosper will be joining us to update Council on the status of their previous report on Service Leadership. This should help C&C think about its role in developing the college wide framework for Service Leadership, and whether and how the consulting firm could assist the Council.
- Institutional Research gave an update on the Governance Assessment which will take place throughout the year. The feedback C&C provided was a desire to survey the entire campus community if possible. For example, asking who is aware of governance and its functions, then provide more detailed questions on governance operations to those who have previous knowledge or are serving in some capacity.
- The next C&C meeting is on 11/20/20 from 1:30 to 3:30

Equity & Education Council (E&E)

Reported by Faculty Tri-Chair, Patrick Morriss

10/26 Report:

Report from the 10/16 meeting:

The president has asked E&E for advice in responding to the 12 points in the students' most recent open letter to the college. We spent the Oct 16 meeting reading and discussing that letter, with the goal of identifying appropriate campus entities to help us craft our advice to the president. From my faculty perspective, the items of most interest are those the students called Ethnic Studies, Diversifying Curriculum, and Faculty Diversity.

As faculty trichair, I've been tasked with drafting two recommendations regarding Ethnic Studies to come from E&E, to be agendized at our November meeting for first reads. The first will recommend to the president that we hire a full-time faculty member in Ethnic Studies, give the position high priority through the decision-making process, and make administrative commitment to running Ethnic Studies classes through an initial period of program development. The second will be a letter from E&E to the College Curriculum Committee in support of the Ethnic Studies curriculum currently under consideration by that body.

I am working with the other faculty on E&E (Luis Carillo, Carolyn Holcroft, and Ileana Da Silva) to produce those drafts. I would also welcome Senate guidance as you see fit.

Revenue & Resources Council (R&R)

Reported by Faculty Tri-Chair, Cara Miyasaki

10/26 Report:

Report from the 10/9 meeting:

1. The students reported on their resolutions for affordable housing and gender neutral bathrooms.
2. Discussion of the R&R responsibilities for determining use of carry over funds with consideration for equity and sustainability. How to avoid overlap of committees?
3. Pharm tech presented new pathways for dual enrollment, certifications, and licensure. Discussion of R&R's role of program/creation approval and determined that R&R does not approve curriculum. R&R's role is to communicate major concerns, if any. Tri-chairs need to complete feedback form.
4. Discussion of Facilities master plan study group. Determined that the FMP study group will expand by 12 members to work with the Gensler consulting firm who will be conducting 6 meetings with the study group and 3 focus groups with the students.
5. Discussion of budget town hall hosted by the councils on Wed, Oct. 14. Bret to present for 25 minutes leaving 35 minutes for Q&A.
6. Return to campus - Scheduling task force is not a governance committee, so R&R tasked for the return to campus plan. R&R should work with the scheduling task force.
7. Bookstore presentation by Elias - will be transitioning into hybrid and then eventually to contract management.
8. Carry over fund presentation by Bret - carry over 3.4 million discretionary budget – last year carried over 5.6 million dollars. If not spending it accumulates and then the left-over money goes back into the departments and the divisions. And added to ongoing money everybody gets each year. A million toward part-time faculty for this year – district provides 12.6 million, but we added an additional million dollars for more classes. Projected deficit of bookstore 300k. Been using carry over funds to pay for that deficit – have budget proposal of 9 million target our piece is 3.5 million 2.35 million for foothill carry over funds. Faculty chairs we release or pay for 200k. But still have balance left over in departments and divisions and we should be looking at those. We need to have a discussion on the remaining balances – how do we ID funds, look at ways to spend of this one time carry over and invest to make improvements – strategic goal of equity. How do we ID and take these and use them – how do we do that? What formula is being used? How apportion that? Campus wide escrow account – larger balance and using that account for funding PT faculty and bookstore deficit, faculty chairs. Money in that but taking one million from that brings that balance down. All divisions a million dollars added to prior year carry over. Have funds to handle the various obligations for the 2.35 for this one-time foothill responsibilities. Been leaving the departmental budgets until this year but will be looking at dept budgets for 2.35 Idea to use some reserves under admin services more college wide pots – will continue at next R&R meeting

Joint AC/R&R

Reported by Faculty Tri-Chair of AC, Kathryn Maurer

10/26 Report:

The joint councils hosted a Town Hall on 10/14 to review the [Guiding Principles for Budget Reduction](#), and Bret Watson's [Budget Reduction Proposal](#). There was minimal feedback from the Town Hall. The joint councils then met on Friday 10/16 and voted to approve the Budget Reduction Proposal, with the stipulation that if/when these cuts are required by the District, the joint councils

would then be engaged to review and recommend how the \$2.35 million proposed cut to the B Budget would be shared by divisions and programs.

We then discussed how we should address ongoing budget questions, and what “belongs” in AC or R&R or a joint council discussion. President Nguyen clarified that R&R has a lot on its plate, especially with questions such as decisions related to the Facilities Master Plan, how to allocate carryover B Budget dollars that need to be spent, costs associated with potential Return to Campus plans, etc., and she also clarified that budget reduction is in the wheelhouse of AC. So, AC voted to re-establish a workgroup group, co-chaired by Academic and Classified Senates, to produce processes for program discontinuance. A suggestion was made to prepare some educational videos on our budget, to help better inform council members and the rest of the college community on how we get revenue and how our budget is prepared, to be better informed in the likely event of further discussions associated with budget reduction.

Last, the tri-chairs introduced the Student Letter to the Governance Councils, and acknowledged that given the limited time at the 10/16 meeting the intent of this topic was only to get the letter into the minutes, and also to clarify how the governance councils are meant to respond. I asked if there was any thoughts as to all addressees of the letter meeting all together to prepare a joint response, led by the President and/or President’s Cabinet, and the students and President Nguyen clarified that this letter was intended at a grassroots level, but did acknowledge it was also sent to the President. President Nguyen also clarified that she has charged E&E with going through the student letter, but has not charged the other councils with doing the same. I also asked if the councils could meet together to discuss, and President Nguyen offered to meet individually with the tri-chairs of every council to discuss the letter, if they desired.

The joint councils agreed to meet again in January, unless an emerging need arises.

Bookstore Study Group (R&R Study Group)

Reported by Jordana Finnegan

10/26 Report: No report

Facilities Master Plan (Measure G) Study Group

Chaired by Bret Watson

Reported by Faculty Rep, Kerri Ryer

10/26 Report: No report

9/28 Report: The study group had its first meeting on Sept 22nd. The study group began to discuss a [bond list](#), compiled by Bret. There was much discussion about housing and the budget. Bret noted that the housing funding will be "taken off the top" and that the remaining funds will be used here at Foothill. He explained that the Chancellor has plans to build off-campus housing in a public/private partnership. I expressed extensive concern about "the district" deciding to take on that project without community input. Other members brought attention to the fact that several items on the list did not have a specified budget. For example, boiler repairs, and the KCI are all listed as \$0. Concern was also expressed over building any new facilities on campus with bond funds due to maintenance costs. I reminded the committee that the biggest items proposed by the bond campaign and supporters was student, faculty, and staff housing. Bret noted that we cannot allocate maintenance costs into the bond budget. Wrapping up the meeting Bret asked that the committee review the list in-depth and come to the next meeting prepared to make any more suggestions.

Guided Pathways

Reported by Lead Facilitator, Isaac Escoto

10/26 Report: No report

9/28 Report: The Guided Pathways leads met this week to start to get on the same page as a team. We reviewed different team lead focus areas. The leads are working on setting goals for the quarter, and will continue to plan out what specific efforts we'll work on this quarter/year. More to come, including opportunities for campus wide representation/involvement in this work.

A big big thank you to Ben Armerding, Rosa Nguyen, and Katie Ha for their Guided Pathways leadership prior to this year.

2020/2021 Guided Pathways Leads

Onboarding: Hilda Fernandez and Dokesha Meacham

Meta Majors/Program Mapping: Fatima Jinnah and Natalie Latteri

Communication: Janie Garcia and Ché Meneses

Tech/Data Support: Chris Chavez and Elaine Kuo

Administrative Support: Laurie Scolari and Melissa Cervantes

Facilitator: Isaac Escoto

PDL (Professional Development Leave) Committee

Reported by (Marc Knobel and Brian Tapia)

10/26 Report: No report

Conference Fund Committee

Reported by Carolyn Holcroft

10/26 Report: No report

District Committees

DDEAC/HRAC (District Diversity and Equity Advisory Committee + HR Advisory Committee)

Chaired by Pat Hyland

Reported by Faculty Rep to HRA, Kathryn Maurer

10/26 Report:

DDEAC/HRAC had its regular meeting on 9/30. The focus of these meets was discussing the follow-up from Opening Day with Dr. Joy De Gruy, with funding available to continue to receive her involvement in technical assistance/training throughout the year (special meeting being convened for 10/30 to make some recommendations). We are also making sure to get moving a stalled new process for Faculty Hiring and, assess where we are on getting moving again with Administrator Hiring procedures. A pilot of students being added to hiring committees is getting going, and Pat Hyland has been doing some training with them.

The FHDA Board of Trustees agreed to delay a vote on their board priorities for 2020-21 to allow some time for input from DDEAC, given that the priorities were equity driven. DDEAC met on 10/14 to recommend changes, which are being submitted to the Board for their review, and an expected vote on their final priorities document on the November 5th meeting.

ETAC (Education Technology Advisory Committee)

Chaired by Joe Moreau

Reported by Faculty Rep Kate Jordahl

10/26 Report:

We had our first meeting for 20-21 on 10/14. Our next meeting is in December due to the November holidays. We restarted the discussion of a District Technology Plan. There was a discussion of a survey of staff and faculty for this purpose. Marisa Spatafore is working on this survey with others and with feedback and will share with the committee before the next meeting.

Joe shared some new tools for enhanced accessibility for our students including the new Popetechnology in Canvas. Some are paid for by Chancellor's office; some by Tech Center. Waiting to hear about extending support into 2021 but the desire for full accessibility is present in the system.

There will be a new district-wide Security training coming soon. Joe Moreau shared that it will be better than the former training and that it is good for the college, but also good for staff/faculty in securing their home systems.

Sharon Luciw & Chien Shih shared update on their projects. The ETS Projects Update can be found at: http://ets.fhda.edu/governance-committees/etac/archived-agendas-project-updates-and-minutes/project-updates/10-14-20_project_reports.html

APM (Academic & Professional Matters)

Chaired by Isaac Escoto (District Academic Senate President)

Reported by Kathryn Maurer

10/26 Report:

APM met on 10/7. We reviewed the charge: Joint-development of academic and professional matters (“10+1” issues), particularly those that have district policy implications or where decisions at one campus may significantly affect the other campus.” We debriefed the Opening Days, and talked about when/how we might support more collaboration between faculty at the two colleges (no decisions). We then had a discussion of the Title 5 requirement to update our BP and associated AP’s on Credit for Prior Learning (CPL). We learned of ongoing implementation concerns, and recognized that more discussion was need between the campuses on these procedures. For now, however, the Senates will look to approve the required Title 5 language updates to meet a December Chancellor’s Office deadline.

CAC (Chancellor’s Advisory Council)

Chaired by Judy Miner

Reported by Kathryn Maurer

10/26 Report:

CAC met for the first time on 10/16 (see [agenda packet](#)). We reviewed the CAC charge, and accepted it without change. We heard an update from Joe Moreau of technology projects, including an update about the development of a common application for Foothill & De Anza. Joe and Anthony Cervantes shared that this is an incredibly complex project for a number of reasons, including a potential issue that would require curriculum alignment between the two colleges as well. Work will be ongoing, and still trying to figure out who needs to be involved. We also heard of funding available to equip all full-time faculty and staff with laptops, and I asked if PT faculty could also be equipped. Joe and Susan Cheu are working out those details, but it sounds very promising. Heidi King suggested that an option be given to faculty of tablets instead of laptops, if they desire, as this can greatly aid in grading for online courses. We also looked at enrollment data – enrollment at community colleges nationwide is down, surprisingly. Judy said the conversation is

now turning to long-term implications of COVID, needing to potentially consider years-long strategies. ☹️

DBAC (District Budget Advisory Committee)

Chaired by Susan Cheu

Reported by Kathryn Maurer

10/26 Report:

DBAC met on 10/20 and reviewed the [FHDA Adopted Budget](#).

EESAC (Energy & Emissions Strategic Advisory Committee)

Chaired by ?

Reported by Robert Cormia

10/26 Report: No Report

ASCCC Committees

ASCCC Open Educational Resources Initiative (OERI)

Reported by Foothill liaison, Carolyn Holcroft

10/26 Report: No Report

9/28 Report: The ASCCC OERI is always looking for faculty to serve as reviewers and is currently recruiting Discipline Leads. The Discipline Lead role is a temporary position and is compensated with a stipend. Discipline Leads are initially tasked with developing or updating the discipline resources provided in the OERI Canvas site, preparing or updating an OER by TMC document (if appropriate), and prioritizing the OER needs of the discipline. Both the [ASCCC OERI Application](#) and the [ASCCC Faculty Application for Statewide Service](#) need to be completed if you are interested.