

## Foothill Academic Senate Minutes April 11, 2022

### DRAFT Minutes

#'s represent items numbered on the [Agenda](#)

1. Meeting called to order at 2:00 p.m.

2. Roll call

#### Executive Committee

##### Officers:

Kathryn Maurer (President)

Eric Kuehnl (VP Curriculum)  
(absent)

Robert Cormia (Sec/Treas)

##### Division Senators:

Alexis Aguilar

Brian Murphy

David Marasco

Donna Frankel

Ellen Judd (absent)

Frank Niccoli (absent)

Jordan Fong

Katy Ripp

Kelly Edwards

Kerri Ryer

Kimberly Escamilla

Mary Thomas

Matthew Litrus

Mayra Palmerin-Aguilera

Milissa Carey

Patricia Crespo-Martin

Sara Cooper

Stephanie Chan

Tracee Cunningham

Voltaire Villanueva

#### Extended Exec Committee

Adrienne Hypolite

Ajani Byrd (absent)

Carolyn Holcroft

Fatai Heimuli (absent)

John Fox

Kurt Hueg (absent)

##### Guests

Clifton DerBring

Tyler Grue

3. The agenda was adopted by consensus. Kerri Ryer had a requested change to the minutes from the March 21st meeting. With that change, minutes were approved by consensus.

4. Resolution to continue remote meetings: Kerri moved to continue to meet remotely, David seconded. Motion passed unanimously (roll call vote) with some absences. Kathryn did a straw poll to ask about the senator's willingness to meet in person, starting with the April 25<sup>th</sup> meeting. The result was slightly (55:45) able to meet in person, if needed. The continued state of emergency will likely allow us to continue to meet remotely for the duration of this academic year, however, transitioning back to campus is desired. Kathryn said she will send an update but we should plan on hybrid meetings for the remainder of spring, and encourages anyone who is able to, to attend in person.

5. Public comment - Tyler Grue, a Foothill College student, shared that he was struggling with a situation related to his financial aid. The problem initially started because he had received funding from two colleges (Ohlone and Foothill) but had returned a payment from Ohlone, but couldn't get all the funds he was entitled to and needed from Foothill. He shared that he contracted COVID, has an eviction notice, is struggling, and having difficulty getting information from financial aid and felt he was being discriminated against. He talked about contacting the Office of Civil Rights and NAACP, and wanted the senate to know how he was being mistreated. Tyler asserted he was confused about how to move forward. Kathryn explained that during public comment we couldn't engage in back and forth but offered to speak with him

privately after the meeting was over to help talk through some options and asked for him to send her his contact information.

Clifton Der Bing, Psych Services Counselor, wanted to remind the Academic Senate about Psych services, and gave [a presentation](#). We have three psychological services counselors. These are brief therapy, 8 sessions per quarter are offered. Clifton mentioned a course CNSL 72 in stress management. Clifton showed where students can go to get services, and referrals <https://www.foothill.edu/psychservices>. Clifton also said Psych Services counselors would be happy to come do a presentation to classes about these services. To sign up: fill out online form. <https://app.smartsheet.com/b/form/b000a891412b4034a904aba5c9df09e1>

6. Kathryn showed some new [updates to the consent calendar](#). Kathryn noted there are no Academic Senate faculty reps on the commencement committee, now meeting weekly on Monday afternoon. Tracee Cunningham volunteered to serve on the commencement committee.

Hilary Gomes commented on the composition of the search committee for the fine arts and communications dean, and the need to bring faculty who have not served on the hiring committee in prior rounds to participate. Kathryn explained that for administrator search committees our HR policies state that the hiring manager forwards the names of the faculty to be appointed to the senate, and Kurt did so. Her understanding was that all faculty who wished to be appointed were added. She asked if Hilary was asking senate to not appoint these faculty, and said this could result in a delay. Hilary said she didn't want to cause a delay but thought it is an important value to be hearing from new and different voices.

The consent calendar was approved by consensus.

7. Kathryn asked for us to hear from President Chuck Fong later on the agenda, as she hadn't come to the meeting yet.

9. Kathryn asked to jump to the Accreditation update since Elaine Kuo had limited time and was joining us to discuss the accreditation process. This is an informational item. Elaine works in institutional research and planning. Elaine is the Accreditation Liaison Officer (ALO). We are in year five of a seven year cycle, and just submitted a midterm report in October of 2021. In year five we enter the comprehensive stage of the process. ISER is due in December of 2023. Self evaluation report - how we are meeting the standards set by the commission. Elaine discussed the length of the report, going on to 200 pages. Once we turn in the report to the accrediting body, ACCJC, in December 2023, we'll be visited by an accreditation team in fall of 2024.

We had an accreditation kickoff planning meeting last quarter, now we're kicking off the process. Elaine showed [a PPT](#) that showed the organizational structure of the teams. There are four main areas of ISER; it will take an entire community to participate and engage.

Four standards, five teams, four areas of content. Fifth area is the quality focus essay. How do we improve on teaching and learning over the next seven years? Elaine went over the Standard team members, admin lead, team of lead writers, editors (marketing supervisor and ALO).

Elaine showed the fifth team - Quality Focused Essay (QFE). We'll need at least four lead writers. If we get a fifth lead writer, that person can help with the Quality Focused Essay (QFE). Not narrative writing, identify the evidence, and what that evidence means. Elaine commented that the meetings were working meetings, designed so that team members wouldn't have to do much work outside of the meeting times. Most of the work for the lead writers will be made in winter.

Elaine mentioned there will be two meetings of all team members this quarter, from 9 a.m. to 12 noon on April 29th and May 20th.

Kathryn acknowledged the significant amount of work that Elaine is doing and coordinating to get this done. She encouraged all members of senate to go to the April 29<sup>th</sup> meeting (and invitations will be sent to all), as the academic senate has a key role in accreditation.

7. Bernadine Fong joined the meeting at 2:50 p.m. Bernadine also acknowledged Elaine's hard work in accreditation. Bernadine commented that the flex days last week were very successful. Two presentations in flex day, one was the showing of the new governance council, more transparent and communicative, more effective and efficient. Governance will work on guiding principles for decisions for the rest of the College.

There was also a session to discuss the search for a new president, and working on a first draft, of the job description, the section on what type of president we wish to have. Bernadine mentioned we'll have another open session to continue to refine this. The Search committee will be formed in spring, and may work over summer, with interviews in fall, with a permanent president in winter 2023.

Going back to the governance topic, Bernadine commented on the need to let go of many of the strains and stress that we've accumulated to get where we are. Bernadine commented that we would have decisions made through consensus, rather than by voting, and the importance of having mutual trust. Bernadine shared that over 160 person hours have already been committed to this process, and the important role that students have played.

Kathryn asked Bernadine about conversations that might be occurring at the District level, related to Chancellor Miner's initiative to re-envision the district, especially in regards to resource allocation, and how this might affect Foothill College. Bernadine said that she did not know more than us about this.

Bernadine then talked about her concern that in the past there appeared to be too many committees, and there is a need for process improvement, and streamlining tasks (more of an administrative task, but affecting faculty).

Bernadine asked if anyone had any questions for her, but no one did. Kathryn thanked her for coming.

<break>

Kathryn wanted to pause and solicit any comments from Senators on the previous two topics. Kathryn also mentioned an accreditation steering committee.

8. Elections committee: Mary Thomas shared that after Rick Martinez withdrew his nomination for Secretary-treasurer, all four open positions were now uncontested, and each of the candidates, Voltaire Villanueva, Jordan Fong, Robert Cormia, and Donna Frankel, would be elected by acclamation. Each of the officer positions was presented.

At large faculty rep, Donna Frankel, motion by Voltaire first, and Millisa Carey, seconded, elected by acclamation.

Secretary treasurer - Robert Cormia, motion by Millisa first, and Brian, second, elected by acclamation.

Executive vice president, Jordan Fong, motion by Kerri first and Melissa seconded, elected by acclamation.

President, Voltaire Villanueva, motion by David Marasco first, second by Tracee Cunningham, elected by acclamation.

Kathryn congratulated all the candidates and thanked them for stepping up into these important roles. She also acknowledged the hard work performed by the election committee and thanked them.

11. Mission I'm Possible Council (MIPC) - Kathryn asked for questions and feedback, now that this was the second or third time we've seen [this proposal](#). Specifically she also wanted formal approval of the Senate appointments to the MIPC.

Adrienne commented that there was a faculty member who had contacted her with an interest in the seats on the council being open to faculty who don't necessarily serve on the senate. Kathryn said that she wanted to hear from senate about this, but explained that it may be everyone is not still understanding how the new governance council does not exist in isolation of the rest of our college governance structure, of which the senate is an important part. This council is essentially the "last stop" before recommendations go to the President or the Board, where "collegial consultation" would be taking place, so her recommendation is that the senate positions be President, Exec VP and then a PT faculty rep. That said, there are many opportunities for faculty to get involved with all sorts of governance conversations, and she encouraged faculty to do so.

Kerri commented that the activities of MIPC are really in visionary discussions, and the actionable components of governance structures and processes will come later and in other forums. Also, important to remember that the meetings will be open to all.

Stephanie asked for clarification about the student representation, and how that was going to work with some students from ASFC but others from the learning communities. Adrienne commented on the need for ASFC's autonomy in bringing together their representation, and deciding how best to do that.

Kathryn asked if there were any objections to adding Academic Senate President, Vice President, and P/T (at large) faculty as the three positions in terms of the appointments for now. Kathryn would start now and be replaced by Voltaire, Kerri would continue in her role then transition to Jordan. Donna and Ellen suggested that they seek another faculty to serve as at-large, but Ellen would serve if needed. The senate approved by consensus the proposal and appointments.

The first meeting of this council will be on April 22nd.

12. Ensuring learning coordinator. We will be recruiting shortly from the office of instruction, but wanted to check in if there was constituent feedback on this [job description](#). None provided. Kathryn asked if we approve this position, and received quiet affirmation (thumbs up).

10. Scheduling Task Force. Also called the Enrollment Management Committee. Kurt updated the charter with his proposed membership and Kathryn asked for feedback in Kurt's absence. Mary Thomas commented about feeling like we need more faculty. Talked about the value of the last iteration of the Scheduling Task Force which had a faculty member from every division, and that seemed to work well. Maybe we also need someone from guided pathways there. Sara commented that there were very few faculty on the list, and it might be useful to have more faculty with both in-person and online teaching experience, and representing different areas, for example, lab faculty have unique needs. This group appears to be administrative heavy. John Fox advocated for faculty participation from all divisions (too many better than too few) and Voltaire asked that counselors should be involved.

The group was positive about moving forward with [the charter](#), with the update adding in representation of division faculty.

13 Division restructuring conversations. Kathryn reminded group of update Kurt gave in February on division restructuring. One in FA/COMM and Kinesiology and athletics, back to the old style, with two separate divisions, and two deans over each one. This restructuring isn't affecting representation in the Academic Senate as we never consolidated during the division merger.

The other restructuring was happening in STEM. Originally BHS was merged with PSME under one STEM dean, but we kept original representational structure for senate and CCC. Now,

going back to a dean over BHS and another over STEM, and Biology now moving out of BHS into STEM, and a new name, Environmental Health Sciences Division (EHS). Kathryn explained that with Biology moving to STEM, and desiring to be fully integrated with STEM, this will affect senate & CCC representation and wanted to offer an opportunity to talk about implications.

Rachelle Campbell and Sara Cooper were there to represent BHS in this conversation. Sara explained the rationale for Biology to be under STEM, as they are more aligned with other disciplines in STEM than with allied health. Rachelle commented that with only 13 faculty in Allied Health, a limited number, and they have too much on their plate as it is, that there is concern about the ability of allied health faculty to serve on these committees, even though new allied health faculty are coming on board. It will be at least a few years before they can do this service.

Kathryn commented that we need to understand a bit better the transitional needs for the division curriculum committee. Minimally in senate we will need to update our constitution with the new division names, but we also may have other issues to figure out. She is already talking with FA about other implications, like the REP list and the appointments on tenure committees. Kathryn asked the BHS reps the timing of the move, and Sara commented that we probably couldn't do the full change in representation before the end of this academic year. Kathryn said she would work with BHS reps on senate and CCC to talk about transition planning.

14. Announcements - John Fox asked that faculty to come to the FA Town Halls to talk about the COLA issues. There was one in person on each campus, and a remote one on Friday.

Robert Cormia mentioned an upcoming conference with NASA-Ames and the Science and Learning Institute. (SLI) on April 22nd 2022 from 1 - 4 p.m.

Donna made an announcement to remember to vote in the FACCC elections.

Meeting was adjourned at exactly 4 p.m.

Roll call vote to continue remote attendance

Kathryn Mauer	(doesn't vote)
Eric Kuehnl	absent
Robert Cormia	x
Brian Murphy	x
Alexis Aguilar	x
Kerri Ryer	x
Sara Cooper	absent
Frank Niccoli	x
Tracee Cunningham	absent
Voltaire Villanueva	x
Mayra Palmerin-Aguilera	x

Milissa Carey	x	
Jordan Fong	x	
Kelly Edwards	x	
Katy Ripp	x	
Stephanie Chan	x	
Patricia Crespo-Martin		x
Kimberly Escamilla	x	
Mary Thomas	x	
Matthew Litrus	x	
David Marasco	x	
Donna Frankel	x	
Ellen Judd	absent	
Fatai Heimuli	absent	
Adrienne Hypolite	x	
John Fox	x	
Carolyn Holcroft	x	
Ajani Byrd	absent	
Kurt Hueg	absent	

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