

## Foothill Academic Senate Minutes June 6, 2022

### DRAFT Minutes

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

1. Meeting called to order in Room 4006 (KCI) and Zoom at 2:03 p.m.

2. Roll call

\*indicates attendance on Zoom

#### Executive Committee

##### Officers:

Kathryn Maurer (President)

Eric Kuehnl (VP Curriculum)\*

Robert Cormia (Sec/Treas)

##### Division Senators:

Alexis Aguilar\*

Brian Murphy (absent)

David Marasco

Donna Frankel\*

Ellen Judd\*

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\*

Stephanie Chan\*

Tracee Cunningham\*

Voltaire Villanueva

#### Extended Exec Committee

Adrienne Hypolite\*

Ajani Byrd (absent)

Carolyn Holcroft\*

Fatai Heimuli (absent)

John Fox\*

Kurt Hueg\*

#### Guests

Bernadine Chuck Fong

Skye Bridges

Lene Whitley Putz

3. Kathryn shared the agenda, which was adopted by consensus. The minutes from May 23rd were adopted by consensus.

4. Vote to reaffirm [Resolution for Remote Meetings](#). David Marasco first and Donna Frankel second, vote was unanimous.

5. Public Comment: Tracee Cunningham who sits on Commencement Committee wanted to remind everyone to please RSVP for commencement. Jordan Fong shared a concern brought forward from some FA/Comm faculty about the push for in person classes may create an exclusion for online faculty and students.

6. Consent calendar today does not include the appointments to committees, since that will be a separate agenda topic. We have the proposed calendar of senate meetings for next year, and a Treasurer's Report. Donna asked about a meeting the first Monday in October (10/3/22), with concern it might conflict with a Jewish holiday, but she withdrew the concern. There was a motion to approve the consent calendar, David Marasco first, Jordan Fong second. Unanimous consent.

7. Acting President Bernadine Chuck Fong remarked that she's now been here for 7-8 months, and based on what she's learned she really wanted to congratulate everyone on the successes, given what a tumultuous period we've gone through. Bernadine asserted that with all the trials of the year, we could have easily not done well, but we succeeded in so many ways!

Bernadine will host a gathering at her house post graduation, and so she really needs to know how many faculty and staff will be attending graduation, so please RSVP.

Bernadine talked about her priorities for Foothill right now which includes experiential learning, digital education, and transformation. How can we be culturally sensitive and responsive? She suggested that Ajani might become a chief diversity officer.

Bernadine commented that we now have a governance council up and going, the Mission I'm-Possible Council, or MIP-C. The last meeting is this Friday, and plans are to review the governance presence on the website.

Bernadine shared that the College budget looks both good and bad. COVID has cut down on a number of expenses that were impacted by the pandemic. We're sitting on something near \$7 million dollars in B-budget. These savings give a possibility for new ideas.

Bad news is the budget is 96% personnel, as a result we want to be careful about personnel expenses. Not a hiring freeze, just no new net positions. Need to work together and be transparent about sharing resources.

Bernadine has a metaverse group to explore virtual reality. Not a collegewide effort, more of a focused (action) group. Bernadine mentioned a contact (professor in Chemistry) at an HBCU. Lene commented that Lucina (the professor) is very engaging. Relatedly, we should look at an HSI to partner with.

End of the year celebration is set for the 15th - will be outside, somewhere near the courtyard.

Bernadine talked about the importance of honoring people who have contributed so much to the College. There will be a leadership retreat in the fall, inculcating leadership as a core principle in the College.

Bernadine mentioned a magical bridge playground (Redwood City, Palo Alto, Sunnyvale, and Morgan Hill) working with children and disabilities, older adults (seniors) health fitness and wellness. A playground open to all would make Foothill look (and be) more approachable.

The landscape designer for the magical bridge graduated from the Foothill horticulture program.

Cormia asked Bernadine about declining enrollment. Bernadine commented that 16 years ago we were at 18,000 students, now we're at less than 10,000 students. Students still want to come to Foothill, but we have to find them and offer them what they want. Elaine Kuo did an analysis of changes in enrollment, the biggest dip seemed to be in graduating high school students, and new students. Where we took less of a hit was first gen students. She commented that we're only getting 50% of students who apply to register. The good news is that we're better than other schools. New students want to come on campus, but returning students may want to stay

online. Susan Cheu, vice chancellor of business services, had asserted that De Anza allows non-resident students to take up to 6 units tuition free. Bernadine is going to look into why there might be a difference in this area between Foothill and De Anza.

Ellen asked if any of the \$7M could be used for on campus events, or something as basic as food. Bernadine talked about ways that we could provide food, without having to budget (and support) food. Bernadine also shared that she knows we have a need for more benches for people to sit also.

8. Kathryn shared [the email](#) regarding the timeline and process for the College President Search Committee. Bernadine shared that the appointed administrators for Foothill included 4 (Kurt, Valerie, Ajani, and Laurie). She also clarified that while January is the target hire, it is important to get the right person so there is some flexibility around start date. Martha Kantor and Bernadine are the recruiting team, the District will not be using an outside recruiting firm. Kimberly asked why we're not using a professional recruiting firm and Bernadine answered that she wasn't sure but that it was Judy's/the Board's decision.

Kathryn brought up [nominee statements](#) from full-time faculty to serve on the search committee. Our nominees are Kerri Ryer, Nick Tuttle and Voltaire Villanueva. The fourth slot is dedicated as an FA rep, and FA forwarded Nicole Gray as their nominee. Kathryn said she did not receive interest from anyone else despite an all-faculty email. Ellen commented that we didn't have any part-time faculty, so hopes that the nominees will consider the PT faculty perspective in their work. There was also an observation made by Kimberly that there wasn't a STEM person, but people pointed out that Nicole was in STEM. Kathryn did comment that it was true there was not the diversity she would have liked to see, like no CTE programs, but wasn't sure what we could do given the short turnaround time for appointing faculty.

Cormia moved to approve the four nominees, seconded by Milissa. Approved by consensus.

9. Kathryn walked through a [document](#) of known appointments and vacancies for next year, and talked about the importance of staffing all the committees as early as possible at the start of the year, so recruitment now can be helpful.

David and Matthew volunteered to serve as an at-large member of a TRC. Mary Thomas said the Library had appointed Micaela Agyre and Laura Gamez as the core faculty to the Library position.

Milissa Carey volunteered to represent FA/Comm on the Scheduling Task Force.

Kathryn commented that we have until week one of fall to get the TRC committees fully staffed, but it's good to get this going in spring.

Donna Frankel, Carolyn Holcroft and John Fox volunteered to serve on the senate summer cabinet.

Tenure due process pool - David Marasco will serve and (Sara Cooper and Steve Batham will be part of the FA). Bill Ziegenhorn from BSS was nominated, and appointed, although Kathryn said that she would recommend continuing to search for another faculty outside of STEM and BSS to serve on this pool to have greater representation across the divisions.

John Fox volunteered to serve as Legislative Liaison.

Cormia moved to approve all the appointments, seconded by Jordan. The appointments were approved by consensus.

10. Process for committee appointments. Kathryn, Paul, and Robert started a while ago a conversation about what is our process for communicating opportunities to serve on committees, do outreach, solicit volunteers, and on occasions where more than one person volunteers, select the person to be appointed, especially in support of our commitments to diversity, equity and inclusion. Then, a workgroup continued this conversation and developed a [draft process](#) for senate consideration. Kathryn asked for comments from all, even if hadn't read it.

Voltaire commented that often we see the same people volunteering, so is very supportive of getting more people aware.

Adrienne commented that this document was useful, but she did have a question about which faculty appointments need to go through the academic senate. What if a committee is forming just in one division? Or just in a grassroots way, not an official part of the senate or governance?

Kathryn asked if anyone wanted to share thoughts and when no one volunteered asked if the senate wished to hear her thoughts as outgoing president. She said that Title V does give the Academic Senate the power and responsibility to appoint faculty serving on all committees, workgroups, etc. related to academic and professional matters, regardless of whether or not it is considered a permanent or temporary committee, or whether it fits into an existing governance structure. She said Title V does not have much on why this is so, but she said that it makes sense if the committee is looking for "faculty input" vs. the "input of a specific faculty member," then you would need academic senate appointment, as it's the best way we have for ensuring there is a structure for input and representation of the faculty body. In addition, she suggested that when there is a solid understanding of decision-making structures, and a lot of trust across the college, it may not be super necessary to do all formal appointments to every type of committee, but her recommendation would be we err on the side of over-appointments in the state we're currently in, as we rebuild our governance structure and rebuild trust.

Additionally, while it is important that full-time faculty keep track of their service for PGA and PAA awards. The Academic Senate may be asked to verify this service, and if we have not

made the appointment, then we would have no way of verifying that. So not appointing faculty may end up doing a disservice to the faculty member who is serving the college on a committee.

Adrienne suggested that perhaps we can be a little more explicit about the role of the Academic Senate in the appointment process, as it seems like there could be over-reach by the senate.

Donna Frankel commented that as we get more specific in this process, we should create a separate by-laws document that becomes part of the overall constitution. Kathryn thanked Donna for the reminder that the By-Laws work was put on hold this year as we waited for the college governance structure to be rebuilt, but that the Constitution workgroup had committed to working on a separate By-Laws document from the constitution, and this would be an excellent place to incorporate this policy/process.

Kathryn said that obviously the document needs some more reads, so this will likely come back in the fall for more discussion and revision.

11. Kathryn brought back the [MIP-C draft charter](#) for a second read, and would welcome a motion to approve this document so we can put it up on our website. There was no feedback or questions.

There was a motion to approve the charter, first by Ellen, second by Voltaire. The motion passed unanimously with no abstentions.

Kathryn mentioned that the last meeting of MIP-C will be this Friday, and she will share the agenda when it is sent out. This Friday we will look at the evaluation of where we are, and what still needs to be done.

12. State Chancellor's Office Equity 2.0 plan - "30 second update" since Ajani is absent. Kathryn shared the information that the State Chancellor is requiring this new Equity Plan, and they're calling it "Equity 2.0" not to be confused with our Strategic Vision for Equity. This plan will be due to the State by November, and will require Board approval, so it will be on a fast track. Senate summer cabinet, this document will likely be coming our way.

13. COOL end of year report - Kerri gave a very brief update, one more meeting this year, on break over the summer, then starting in fall. Accomplishments this year included: equity affirmation, equity action plan, tech tools, draft definition of regular and substantive interaction, which have all been accomplished, and next meeting, looking at a resolution to support the adoption of the simple syllabus tool. Kathryn acknowledged the tremendous work of Kerri and Lene this year.

14. Lene and Carolyn talked about summer PD opportunities, Carolyn talked about support from the Office of Instruction, PEER Online Course Review. One of the four cohorts has a chance to participate in POCR. Carolyn will be working with the year one probationary faculty cohort. Defining and designing online courses, and designing and redesigning hybrid redesign. Then

“pick your flavor,” with customized outcomes for the program. There are also workshops to drop in if you’re part of the cohort. Carolyn acknowledged Lene’s key role in the summer effort. Lene showed the sign up link, and volunteered that if faculty wanted to work one on one with faculty to please contact her. This will be in the PD newsletter, in the Parliament, by email, etc. The link to the opportunities was shared in the chat:

<https://sites.google.com/view/summer22-pd/home>

15. Kathryn said we’re out of time to talk about preparation for next week’s retreat, but wanted to give a few minutes for anyone to share final thoughts. She strongly recommended everyone come next week and share what’s on faculty’s minds in the different divisions. If possible, she asked that everyone come in person so we can share food and connect, but of course a Zoom link will be provided for those who can only attend remotely.

Kathryn thanked everyone for their work this year on senate – it has been hard but good. Robert and others expressed appreciation for all of Kathryn’s work this year, and others shared their appreciation in the chat.

16. Kathryn asked that we spread the word on commencement! Skye posted her email for correspondence over the summer: [asfc.skyeb@gmail.com](mailto:asfc.skyeb@gmail.com)

17. The meeting was adjourned at 4:03 p.m. Next Monday is the retreat, same time/room.

Roll call vote to continue meeting vote for Mission I’m Possible Charter

Roll call (Cormia)

Kathryn Mauer	not voting
Eric Kuehnl	x
Robert Cormia	x
Brian Murphy	absent
Alexis Aguilar	x
Kerri Ryer	x
Frank Niccoli	absent
Tracee Cunningham	x
Voltaire Villanueva	x
Mayra Palmerin-Aguilera	x
Milissa Carey	x
Jordan Fong	x
Owen Flannery	absent
Katy Ripp	x
Stephanie Chan	x
Patricia Crespo-Martin	x
Kimberly Escamilla	?
Mary Thomas	x
Matthew Litrus	x

David Marasco	x
Donna Frankel	x
Ellen Judd	x
Fatai Heimuli	absent
Adrienne Hypolite	x
John Fox	x
Carolyn Holcroft	x
Ajani Byrd	COVID
Kurt Hueg	absent

Roll call vote to continue meeting remotely

Roll call (Cormia)

Kathryn Mauer	not voting
Eric Kuehnl	x
Robert Cormia	x
Brian Murphy	?
Alexis Aguilar	x
Kerri Ryer	x
Frank Niccoli	?
Tracee Cunningham	x
Voltaire Villanueva	x
Mayra Palmerin-Aguilera	x
Milissa Carey	x
Jordan Fong	x
Owen Flannery	?
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	x
Fatai Heimuli	absent
Adrienne Hypolite	x
John Fox	x
Carolyn Holcroft	x
Ajani Byrd	absent
Kurt Hueg	x