



ACADEMIC SENATE ORIENTATION

Academic Senate Fall Retreat
September 14, 2021

Orientation Content

- Academic Senate Overview
 - Who we are and why we exist
 - The roles and responsibilities of the Executive Committee
 - Legislation & Ed. Code (10+1)
 - ASCCC
 - Relationship to college & district governance
- Parliamentary Procedures & Senate Mechanics
 - Brown Act, Roberts Rules, Motions, Resolutions
- Academic Senate Funding
 - Dues, College Support, Budget
- Q&A/Sharing of experience

Who we are, and why we're here

The Academic Senate is the body which...

1. performs “the faculty” role & responsibility in higher education to establish **standards & procedures** for academic & professional matters (the 10+1)
2. represents faculty (all full and part-time faculty) in institutional decision-making (shared governance)



The Foothill College Academic Senate

- All full and part-time faculty are members of the academic senate
 - Roles & responsibilities of all faculty – stay informed, serve on governance/committees
- Representational senate: each “division” elects 1-2 voting “senators”; PT faculty elect 2 At-Large PT senators
- Executive Committee = senators + officers + “other” voting & non-voting members
(New for 2021-22!)

New Constitution (June 2021) – Executive Committee Members

▪ **Voting Members**

- Officers (President only uses tie-breaking vote)
- Division senators
- At-Large PT faculty senators
- Chair of COOL (Committee on Online Learning)
- Faculty Professional Development Coordinator
- SLO Coordinator
- Faculty Association (FA) Representative
- Classified Senate President (or delegate)
- ASFC President (or delegate)

▪ **Non-Voting (Advisory Vote) Members:**

- The Dean of Equity
- President's Cabinet Liaison

2021-22 Senate Officers

- President: Kathryn Maurer
- Executive Vice President: Paul Starer
- VP of Curriculum (Chair of CCC): Eric Kuehnl
- Secretary/Treasurer: Robert Cormia

Senators for 2021-22

Division/Area	Senator(s)
APP – Apprenticeship	Brian Murphy and Vacant
BHS – Biological & Health Sciences	Vacant and Vacant
BSS – Business & Social Sciences	Alexis Aguilar and Kerri Ryer
Counseling	Tracee Cunningham and Voltaire Villanueva
DRC/VRC – Disability Resource Center & Veterans Resource Center	Mayra Palmerin Alguilera
FA/COMM – Fine Arts & Communication	Jordan Fong and Milissa Carey
KA – Kinesiology & Athletics	Jeff Bissell and Katy Ripp
LA – Language Arts	Stephanie Chan and Patricia Crespo-Martin
LRC – Learning Resource Center	Mary Thomas and Vacant
PSME – Physical Sciences, Math & Engineering	Matthew Litrus and David Marasco
At-Large Part-time Faculty Reps	Donna Frankel and Ellen Judd

Other Members of the Exec Committee

Position/Body Representing	Member
ASFC – Associated Students of Foothill College	Fatai Heimuli
CS – Classified Senate	Adrienne Hypolite
FA – Faculty Association	John Fox
Faculty Chair of Committee on Online Learning (COOL)	Kerri Ryer
Faculty Professional Development Coordinator	Carolyn Holcroft
Faculty SLO (Student Learning Outcome) Coordinator	Vacant (not yet available)
Admin – Dean of Equity (non voting)	Ajani Byrd
Admin – President's Cabinet Liaison (non voting)	Kurt Hueg

Executive Committee Members' Roles & Responsibilities

- Attend senate meetings (regular & special)
 - Prepare, participate, move items, vote
- Represent constituents
 - Communicate timely, solicit feedback, present at division meetings, etc.
 - Vote will of constituents
- Bring forward 10+1 items to officers
- Author senate resolutions
- Participate in governance, committees, study groups
- 2-year term

Academic Senates in Ed Code (“the law”) and Regulations (Title 5)

- AB 1725 (1988)
- Education Code §70902 (b)(7)

...the governing board of each community college district shall... ensure... the **right of academic senates** to assume **primary responsibility** for making recommendations in the areas of **curriculum and academic standards.**



Academic Senates in Ed Code (“the law”) and Regulations (Title 5)

- California Code of Regulations (Title 5 §53203)
 - Powers of the Academic Senate
 - Make policy through *collegial consultation*, can appear before the board
 - Definitions
 - What are the “academic & professional matters” the board shall rely on an academic senate for policy setting & implementation (**the “10+1” + others**)



Title 5 §53200 (c): Definitions

The “10+1”

1. Curriculum including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate

ASCCC & Governance at the state level



Academic Senate
for California Community Colleges

LEADERSHIP. EMPOWERMENT. VOICE.

Dolores Davison
ASCCC President



- Academic Senate for California Community Colleges (**ASCCC**)
 - California Community College Curriculum Committee (**5C**)
- ASCCC Resolutions, Papers and Consultations (asccc.org)
- Fall and Spring plenary – setting policy!
- The **Board of Governors** relies primarily upon the advice and judgement of the ASCCC in academic and professional matters.

Understanding Collegial Consultation

Joint Development (Mutually Agree)

Existing policy shall remain in effect except in cases of legal liability or fiscal hardship. Board may act, after a good faith effort to reach agreement, only for compelling legal, fiscal, or organizational reasons.

Primary Reliance

the recommendations of the senate will normally be accepted, and only in **exceptional circumstances and for compelling reasons** will the recommendations not be accepted. If a recommendation is not accepted, the governing board or its designee, upon request of the academic senate, shall promptly communicate its reasons in writing to the academic senate.

Collegial Consultation @ FHDA

Local Board Policy BP 2223 on The “10+1”

Joint Development

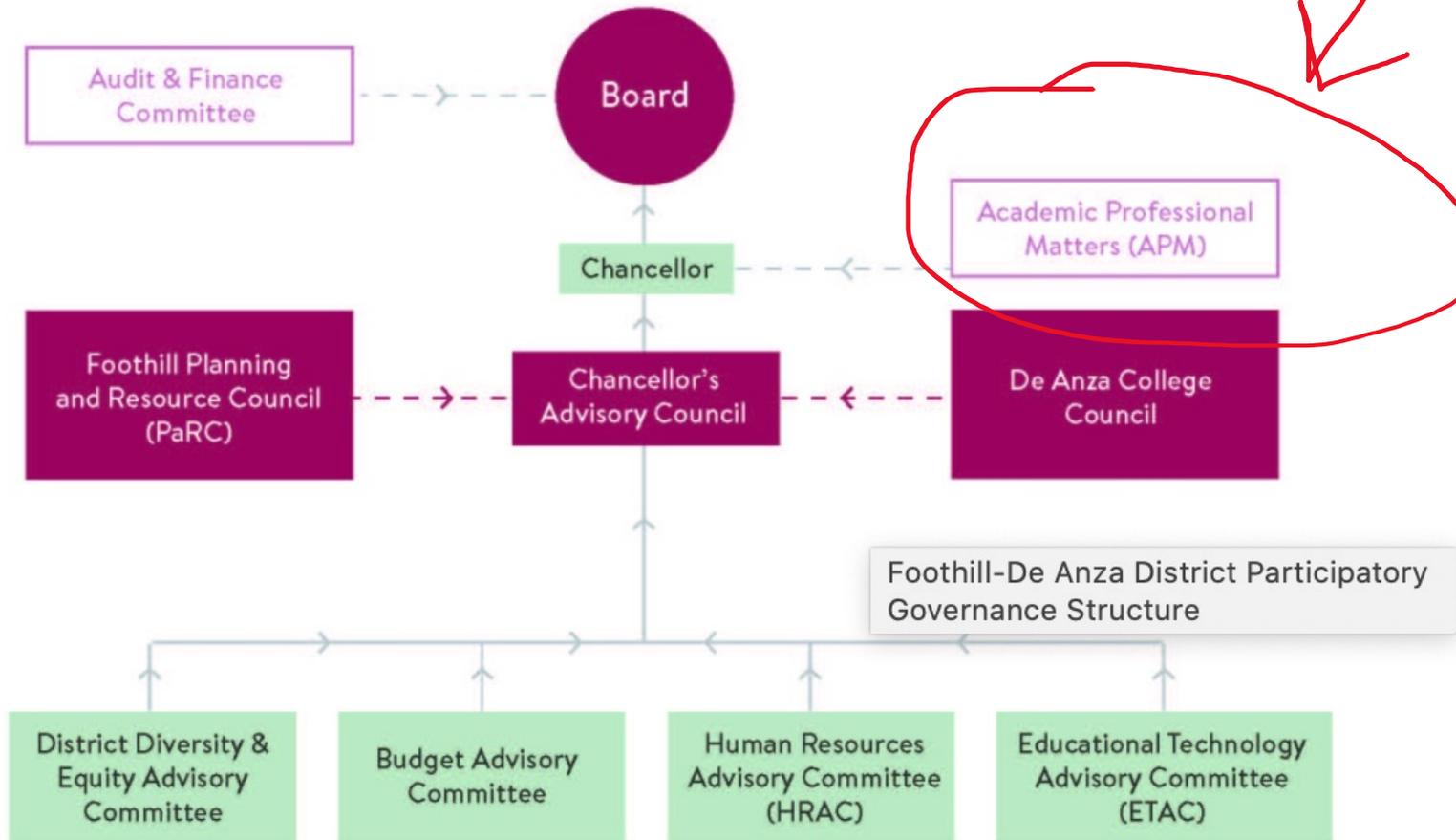
- ❖ Degree & certificate requirements (units)
- ❖ Educational and Program Development
- ❖ Governance structures (related to faculty roles)
- ❖ Faculty involvement in accreditation
- ❖ Program Review policies
- ❖ Processes for institutional planning & budget dev.
- ❖ Other academic & professional issues

Primary Reliance

- ❖ Curriculum (incl. pre-reqs, courses in disciplines, etc.)
- ❖ Degree & certificate requirements (general ed & program specific)
- ❖ Grading policies
- ❖ Standards for student prep & success (SLO's, placement)
- ❖ Faculty Professional Development (policies, not contractual)
- ❖ Other academic & professional issues

Foothill-De Anza Community College District Participatory Governance Structure

“Meeting and Serving the Needs of the Community”



What about shared/participatory governance?

- “Collegial Consultation” = between the Board (or delegate) & the Academic Senate
- In Title V, ACCJC & FHDA Board Policy (BPs2222 & 2224) – **“effective participation” of staff and students**

Student Roles in College Governance “The 9+1”



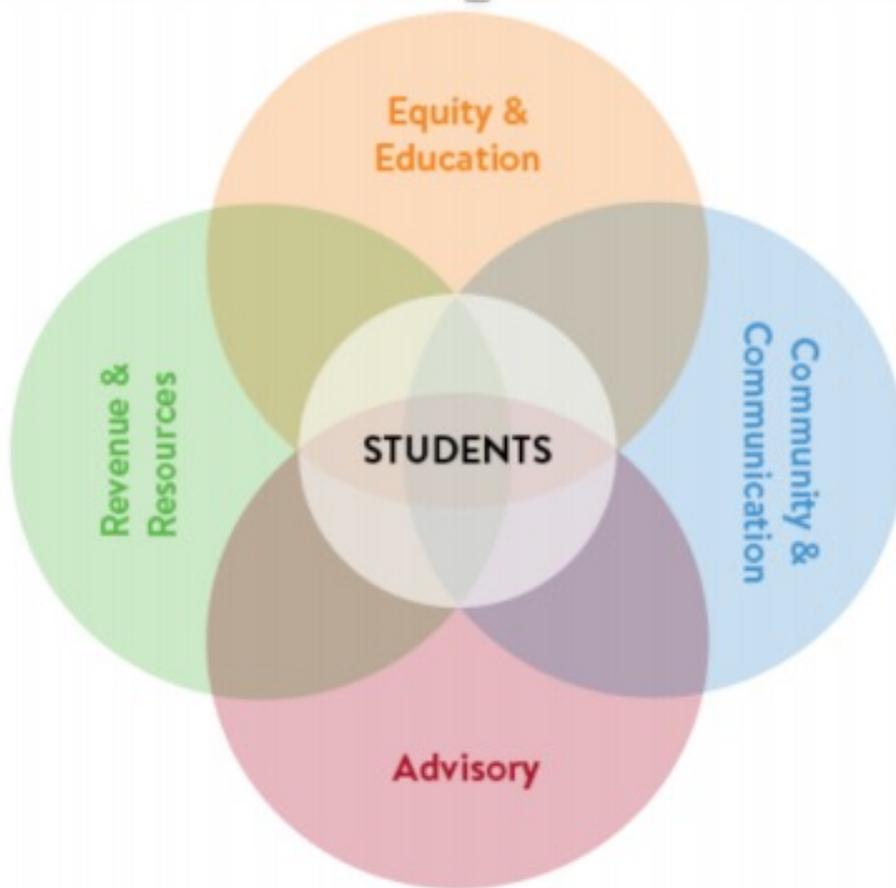
Board shall not take action on a matter having a significant effect on students until recommendations and positions by students are given every reasonable consideration.

Title 5 §51023.7

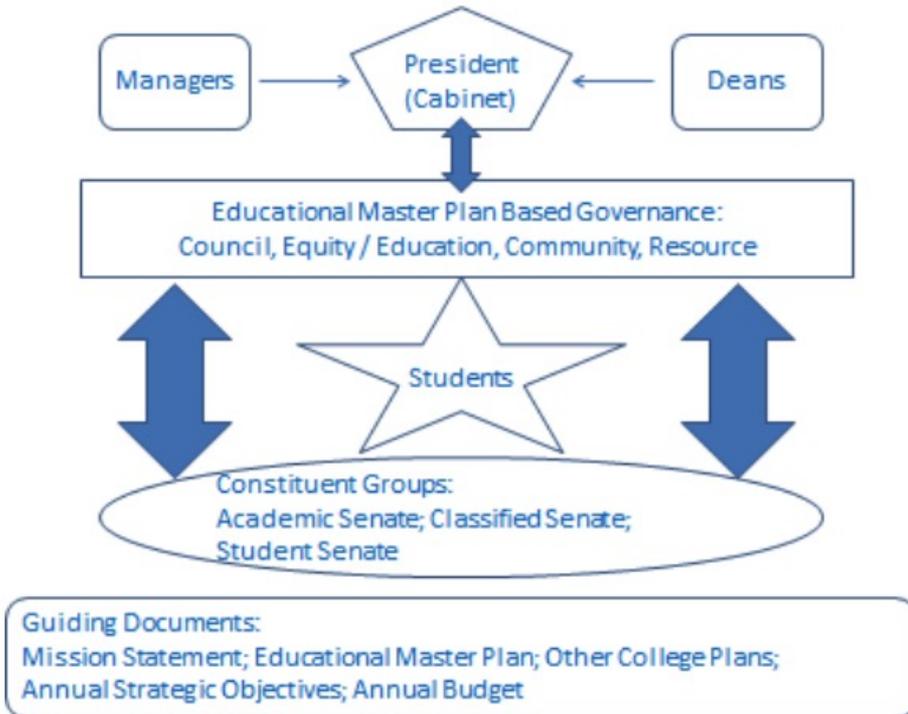
- (1) grading policies
- (2) codes of student conduct
- (3) academic disciplinary policies
- (4) curriculum development
- (5) courses or programs which should be initiated or discontinued
- (6) processes for institutional planning and budget development
- (7) standards and policies regarding student preparation and success
- (8) student services planning and development
- (9) student fees within the authority of the district to adopt
- (10) any other district and college policy, procedure or related matter that the district governing board determines will have a significant effect on students

Shared Governance at Foothill – currently in flux

Foothill College Governance Model



Foothill College Strategic Decision-Making Model



Other “duties” of academic senates

- Establish minimum qualifications for faculty
- Appoint faculty to serve on governance councils/committees & hiring committees
- Approve faculty & tenure evaluation processes & FSA’s prior to negotiation

Academic Senates & Unions

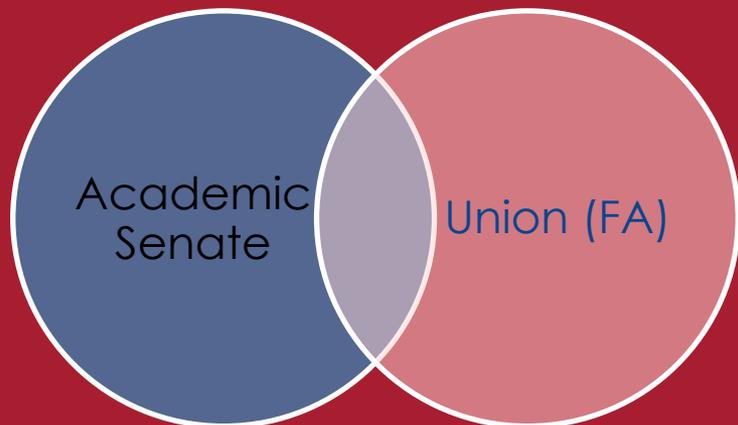
(@ FHDA: The Faculty Association-FA)

Academic Senates

- Academic & Professional Matters
- Consultation

Unions (FA)

- Working Conditions and Employment Situations
- Negotiation



Overlapping

- Tenure evaluation procedures
- Faculty evaluation procedures
- FSA's

Subcommittees of the Academic Senate

- **College Curriculum Committee (CCC)** – fully autonomous
 - *Expectation:* mirror representation on the Executive Committee
- **Committee on Online Learning (COOL)**
 - makes recommendations to the Executive Committee for consideration
- **Other???**

Brown Act (1953)

- Prohibits "Secret Meetings" of government bodies
- Key Points
 - Agenda must be posted 72 hours before meeting
 - No action may be taken on items not on agenda
 - Items must include description (20 words max)
 - Public comment

Parliamentary Procedure (“Robert’s Rules”)

- “Set of rules that allow everyone to be heard and to make decisions with minimal confusion.”
- Order of Business
- Discussions
- Motions
 - Propose, Second, Amend
- Resolutions
- Voting

Academic Senate Budget

- Types of Expenses
 - Paid directly by us:
 - ASCCC Plenary (now ~ \$1,000-\$3,000/ yr)
 - Scholarships (~\$2,500 / yr)
 - ~~PT senator stipends (~\$4,250 / yr)~~
 - Paid by the college
 - Reassign time for officers
 - Membership in ASCCC
 - Additional conference expenses
 - *New for 2021-22: PT senator stipends*
- Internal Source of Funding = **Faculty dues**

Q&A and sharing experience



Resources

- ASCCC website: <https://asccc.org>
- [ASCCC Local Senates Handbook](#)
- California Code of Regulations (Title 5):
[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I3C0A67A0D48411DEBC02831C6D6C108E&originationContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I3C0A67A0D48411DEBC02831C6D6C108E&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default))
- California Education Code:
<https://leginfo.legislature.ca.gov/faces/codesTOCSelected.xhtml?tocCode=EDC&tocTitle=+Education+Code+-+EDC>
- Consultation Council: <https://www.cccco.edu/About-Us/Consultation-Council>
- Board of Governors: <https://www.cccco.edu/About-Us/Board-of-Governors>
- Procedures and Standing Orders of the Board of Governors, December 2019 Edition:
<https://www.cccco.edu/-/media/CCCCO-Website/Files/BOG/Procedures-and-Standing-Orders/finalbogstandingorders1212019002final2a11y.pdf?la=en&hash=6CF94DAF9DE1182ABE234A08C77ADDDD9A957C49>