

Academic Senate Draft Minutes May 15, 2023

Meeting called to order at 2:01 p.m.

Roll call (Cormia)

Voltaire Villanueva (President)	(4006)
Jordan Fong (Executive Vice President)	(4006)
Eric Kuehnl (Vice President of Curriculum)	(late - online)
Robert Cormia (Secretary/Treasurer)	(4006)

APPR

Brian Murphy	(absent)
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BSS:

Brian Evans	(4006)
Mona Rawal	(4006)

CNSL:

Tracee Cunningham	(4006)
Leticia Serna	(4006)

DRC/VRC:

Mayra Palmerin-Aguilera	(online - District)
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FA/Comm

Ché Meneses	
Kate Jordahl (Leigh Henderson)	(4006)

HSH:

Rachelle Campbell	
vacant	

KA:

Katy Ripp	(4006)
Rita O'Loughlin	

LA:

Stephanie Chan	(4006)
Rocio Giraldez Betron (Ulysses Acevedo)	(4006)

LRC:

Kimberly Escamilla (Tracee proxy vote)	(online)
Mary Thomas (Laura Gamez)	(4006)

STEM:

Matthew Litrus	(office)
Rosa Nguyen	(4006)

PT Reps:

Roxanne Cnudde (Michael Chang) (4006)
Ellen Judd (4006)

Other Members:

ASFC:

Skye Bridges (Ibraheem Syed) (4006)

Classified:

Adiel Velasquez (online)

FacAssoc:

John Fox (4006)

Prof. Dev.:

Carolyn Holcroft (4006)

Chair of COOL:

Allison Lenkeit Meezan (4006)

Student Learning Outcomes Coordinator

Kerri Ryer (Absent))

Dean of Equity:

Ajani Byrd (4006)

President's Cabinet:

Kurt Hueg (4006)

Guests: Ram Subramaniam

Agenda was adopted by consensus (Chan, first, Serna, second) approved unanimously,

Public announcement Joshua (Joshua Agupugo) elected as ASFC President for 2023-2024.

Minutes from the last two meetings: Minutes April 10th motion to approve (Judd, first, Fong, second) minutes were approved unanimously (Lee abstained) Minutes from April 17th (joint meeting at De Anza) motion to approve Serna, first, Fong, second. April 17 minutes were approved unanimously (Lee, Judd, Evans, and Gamaz abstained).

Consent calendar - two non-faculty positions were on the consent calendar (informational) Motion to approve (Fox, first, Evans, second) approved unanimously with no abstentions.

Voltaire spoke about the discussion at the joint meeting at De Anza regarding the J1, and removing the "exceeds expectations) Letty Serna spoke about PGA David Marasco mentioned locks on doors. Ellen Judd spoke about communication with faculty. Letty spoke further about the "non-instructional burden" of producing PGA documentation. Could we use Smart Sheets?

Item #8 program definitions - Rosa shared that in biology there are multiple programs, three objectives, some of the courses don't overlap much, and do they need to do a program review for all the programs in the department? Ram commented that in (one point of view) the educational program definition isn't working. Voltaire commented that we (Foothill) could create a local definition of an educational program. Voltaire commented that we're forming a program review committee for next term. Letty spoke about a program being a sequence of courses. Ram commented that there's an ADT, in CIS, and we should just have one program review per department. Voltaire suggested a definition as a department, with an organized sequence of courses. David suggested that each department acts as a collection for courses that should have a program. Kurt commented that in the past, we had a list of programs. Ram commented that ACCJC (accrediting) wants a definition and list of programs from a college. There was a comment, by David Marasco, that a "department" should have a program review. Voltaire suggested that we should amend what we have here, that a department with a sequence of courses, should have a program review. Katy brought up an example, dance, that has a sequence of courses, but doesn't have a degree or a certificate. Voltaire suggested we create a baseline definition, and maybe we have to tweak it a bit in a subsequent year. We need to have a baseline about how to define a program. Department with a defined sequence of courses with a specific objective. Are learning communities a program? Matthew asked about how we'd adjust this definition for departments that have multiple programs. There were two definitions, the top one with educational programs, and educational support. There were comments about (non-instructional) counseling and library, and how their work benefits a student. For example, co-curricular programs. There was a question about every certificate not needing a program review. Voltaire spoke more about co-curricular activities, for example the library, everything they do supports students. There was a question about who these definitions support? Voltaire read a significantly modified description of the program.

Educational Program - A department with an organized sequence of courses leading to a defined objective, a degree, a certificate, a diploma, a license, or transfer to another institution of higher education.

A motion to approve the definition for Educational Program (Nguyen, first, Fong, second)
A roll call vote was unanimous.

There was a brief discussion about the second definition

Educational Support Program – A co-curricular resource designed to enhance student success and support students in achieving their educational goals.

A motion to approve the definition for Educational Support Program (Serna, first, Cunningham second).
A roll call vote was unanimous.

Ram spoke about MIP-C and guidelines for resource allocation. He named a list of faculty contributors to the document, for resource allocation, for full-time and part-time faculty, space allocations and budget requests, and reduction of resources. Allison asked how (the document) has changed from the previous definitions. Ellen talked about additions that included feedback. David asked about part A and the faculty prioritization guidelines.

Ram mentioned that he needs to present the recommendation document at least 72 hours before the June 2nd MIP-C meeting. Approval doesn't happen at any of these bodies but feedback is being solicited through the constituent groups. Carolyn commented about the guiding principles, and Ram commented about some edits in verbiage being made. Ram further commented that any faculty/staff position added, needs to contribute to the College's equity goals. Ram commented that even if the College mission statement changes, that top level ideas (values) that include equity, workforce preparedness, etc, will be included in that description.

Item #10 working definitions for Guiding Principles for Equitable Course Outlines of Record

Carolyn commented that the definitions seen here were built on strong foundations (other colleges) as well as internal contributions. Kimberly commented on the term decolonization, and how it might be interpreted by white faculty, Carolyn commented (clarified) about what was and wasn't part of the term decolonization. Ajani commented that a lot of work went into this effort. Voltaire asked whether it was for the Senate to vote (approve after feedback)? Eric Kuehnl recommended that Academic Senate vote next week on this proposal, and the next one:

Item #11

Guiding Principles for Equitable Course Outlines of Record

This will be required for all title V updates, beginning next year. Voltaire commented that this document and improved CORs can help improve teaching. Alison commented that the concern that came from BSS, was that if CORs are being screened for equitable outlines, and if curriculum members aren't comfortable making decisions about where a COR SLO is equitable. Voltaire commented that this (equitable CORs) addresses one of the student demands from a letter written years ago. Jordan spoke about how both the students and the College and students wanted this. Ajani talked about the importance of this work, and how this process infused with equity might complicate the articulation process. Voltaire challenged faculty to think about how this process is going to change how we develop curriculum (and CORs).

Item #12 COOL faculty co-chair

Allison (standing in for Kerri as co-chair of COOL) commented that online learning currently represents 70% of our enrollment. Right now there are three divisions that don't have representation on COOL. Please bring nominations to Allison.

Item #13 DE Distance Education Plan

Allsion asked the Senate for feedback. There was a comment to read the document but emphasize looking at the goals (on page 17) coming back to the Senate for affirmation. It will come back for a second read and approval next Monday.

Item #14 RSI Road show

Regular and Substantive Interaction (RSI) - RSI differentiates an online course from a correspondence course - looking for instructor student engagement. In online courses, student engagement needs to be more intentional. Federal funding comes into play here. The Federal government won't compensate (fully) for correspondence courses. RSI means a predictable schedule, or announcements at a predictable time. Engaging the student about the material. Alison read comments from the federal guidelines, grading with feedback (formative feedback) Federal guidelines require two items from the list each week. RSI increases student engagement. The ACCJC is going to be looking for this when they visit us next fall. Alison commented that we really need to improve by adopting all these guidelines, and we shouldn't be compliance based, we should be improvement based. RSI is going to be slightly different for each type of course. Lectures should have a discussion based assignment. Slides detailed key topics. RSI is a key element of course quality. Kimberly commented that the English department had a meeting to discuss RSI, and recommended that departments have a best practices talk. Che commented about an asynchronous online course, and how he provides feedback for students. Che commented that the COR is the guiding light, but so is the interaction (relationship) with the students. Ellen commented that she doesn't teach online, but does RSI imply the need to renegotiate the size of the class (students) and does FA need to be involved? John commented that with multiple large class sizes, best practice with RSI isn't possible.

A comment was made that there is currently an emphasis on enrollment versus productivity. The discussion going back to class sizes created a strong response from the Senate committee. Our colleagues at other institutions are surprised at our large classes. Kimberly commented that we're probably already doing RSI, how do we do it a little better? Voltaire commented that we have agency and we can do these things. Yes, there are workload issues, but we need to have a critical mass in our response. Allison reminded that most of us are probably doing this, let's just be intentional about this.

Item #15 Elaine Kuo ISER updates

Elaine shared that we are at the phase of our seven year accreditation cycle, it's time to share with ACCJC - will be visiting in the fall of 2024, it's a formative summative process, and we are not a stage where we need more community feedback (faculty, staff, administrators and students). Elaine talked about where we are, revision, editing, depending on where we are in the process, we'll be releasing to the College a rough draft of where we are in the process. It's not a polished piece yet, we want to make sure it fits what we're doing. And things have changed, we've changed program review. The reviewed document will be professionally edited

and reformatted. There was a comment that we're continuing to change processes. ACCJC doesn't want us to rehash things, just show how we're acting on evidence. There might be information that isn't yet available to the College community, but released later in the year.

Item #16 Board Drafts and Administrative Procedures

Voltaire reminded AS that we (recommend or approve? Board policy, so be aware of these.

Voltaire made a number of announcements (regalia, core success rates)

Meeting was adjourned at 4:00 p.m. The next meeting is in one week (quick turnaround).

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Roll call vote #1 Program definitions

Voltaire Villanueva (President)

Jordan Fong (Executive Vice President)

Eric Kuehnl (Vice President of Curriculum)

Robert Cormia (Secretary/Treasurer)

APPR

Brian Murphy (absent)

BSS:

Brian Evans Y

Mona Rawal Y

CNSL:

Tracee Cunningham Y

Leticia Serna Y

DRC/VRC:

Mayra Palmerin-Aguilera Y

FA/Comm

Ché Meneses Y

Kate Jordahl Y

HSH:

Rachelle Campbell

vacant

KA:

Katy Ripp Y

Rita O'Loughlin (absent)

LA:

Stephanie Chan Y

Rocio Giraldez Betron Y

LRC:

Kimberly Escamilla Y

Mary Thomas Y

STEM:

Matthew Litrus Y

Rosa Nguyen Y

PT Reps:

Roxanne Cnudde Y

Ellen Judd Y

Other Members:

ASFC:

Skye Bridges Y

Classified:

Adiel Velasquez Y

FacAssoc:

John Fox Y

Prof. Dev.:

Carolyn Holcroft Y

Chair of COOL:

Allison Lenkeit Meezan Y

Student Learning Outcomes Coordinator

Kerri Ryer (absent)

Dean of Equity:

Ajani Byrd Y

President's Cabinet:

Kurt Hueg Y

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Roll call vote #2 Co-curricular program designed to enhance student

Voltaire Villanueva (President)

Jordan Fong (Executive Vice President) Y

Eric Kuehnl (Vice President of Curriculum) Y

Robert Cormia (Secretary/Treasurer) Y

APPR

Brian Murphy (absent)

BSS:

Brian Evans Y

Mona Rawal Y

CNSL:

Tracee Cunningham Y

Leticia Serna Y

DRC/VRC:

Mayra Palmerin-Aguilera Y

FA/Comm

Ché Meneses Y

Kate Jordahl Y

HSH:

Rachelle Campbell

vacant

KA:

Katy Ripp Y

Rita O'Loughlin (absent)

LA:

Stephanie Chan Y

Rocio Giraldez Betron Y

LRC:

Kimberly Escamilla Y

Mary Thomas Y

STEM:

Matthew Litrus Y

Rosa Nguyen Y

PT Reps:

Roxanne Cnudde Y

Ellen Judd Y

Other Members:

ASFC:

Skye Bridges - Y

Classified:

Adiel Velasquez Y

FacAssoc:

John Fox Y

Prof. Dev.:

Carolyn Holcroft Y

Chair of COOL:

Allison Lenkeit Meezan Y

Student Learning Outcomes Coordinator

Kerri Ryer

Dean of Equity:

Ajani Byrd Y

President's Cabinet:

Kurt Hueg Y

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