

**Foothill College Academic Senate Meeting Draft Notes
June 11th, 2 P.M., Toyon Room**

ITEM	Attachment
1. Call to Order	Escoto called meeting to order 2:00pm
2. Roll Call	<p><u>Senators Present</u> Isaac Escoto (AS President) Katherine Schaefer (AS Secretary Treasurer) Rachelle Campbell (AS Vice President/CCC Faculty Co-Chair) Robert Hartwell (FA) Jordan Fong (FA) Tobias Nava (CNSL) Mimi Overton (SRC/DRC) Brendan Mar (PT rep) Valerie Fong (LA) Jay Patyk (BSS) Micaele Agyare (LIB) Donna Frankel (PT rep) Robert Cormia (PSME) David Marasco (PSME) Dixie Macias (KINS/ATHL) Rita O’Loughlin (KINS/ATHL) Natasha Mancuso (BSS)</p> <p><u>Liaisons Present</u> Carolyn Holcroft (Professional Development Coordinator) Bill Ziegenhorn (FA Liaison for Spring) Kristy Lisle (Cabinet liaison) Danya Adib (ASFC President)</p> <p><u>Guests</u> Bernie Day (Honors Institute Director/Curriculum Officer) Meredith Heiser (Business and Social Sciences) Scott Lankford (Language Arts) David Ulate (Executive Director, Institutional Research & Planning) Marcella Goeller (Student)</p> <p><u>Senators Absent</u> Tracee Cunningham (CNSL) David McCormick (LA)</p> <p><u>Liaisons Absent</u></p>
3. Adoption of agenda	<i>Approved by the consensus</i>
4. Public comment on items not on agenda (senate cannot discuss or take action)	<p>Honors Director Position Heiser: Bernie Day currently receiving 10% release for her position as the Honors Director.</p> <p>Mentino that Honors Director position after DeAnza, where no release time is given. Honors program at DeAnza is not as robust or structured like Foothill.</p>

Langkford: Bernie Day has taken the Foothill Honors Program from 100 students, to 500 students, all at 10% release. Other similar director positions across the State have 100% release. Our honors program is the largest learning community across campus, and includes both first-generation students and other traditionally marginalized student groups. This is the number one Honors Program in California, as awarded by community college faculty from across the State.

Day: Commitment from Foothill over the past 15 years has been deficient compared to other institutions with similar programs. Other institutions continue to model their programs after ours.

For UCLA alone, 79% of our honors students who apply are admitted, as compared to 14% for non-honors students at Foothill.

A resolution has recently been drafted in support of the Honors director position (the resolution was not on this agenda for a 1st read, as it was sent with less time than necessary for senate reps to share with their constituents prior to this meeting).

*Resolution shown on-screen

Lisle: There is a desire to do 100% funding for the Honors Director position. This is a significant program that can help us with enrollment and the equity gap. We would like to make the honors program central to our equity and marketing efforts. The program has an amazing reputation, with quality faculty. We envision growth, with possibly 1,000 students. We are looking to fund the Honors Director position out of Equity monies.

Escoto: Resolution came to the Senate on Friday; we would need to receive a resolution at least 3 days prior to a meeting date, in order to meet Brown Act requirements, and have the resolution on the agenda for a 1st read.

We can call a special meeting, and we can vote to suspend Robert's Rules and not require a 2nd read for an item, thereby allowing for 1st read of a document and action at the same meeting.

Comment: Can the retreat be an official meeting?
The retreat won't be able to count for that type of meeting

Comment: We should look at the wording around "Release Time"

Comment: This coming Monday at 2pm, can we meet? Majority of the body said "yes."

Hesier: We want this on the record. We want a formal supporting vote.

Hartwell moves to suspend Robert's Rules in order to allow for a 1st Read/Action to be taken at the special meeting on Monday, June 18th.
Seconded and approved.

	<p><i>Motion of support from the people in this room to have 100% release time or the equivalent for the Honors Director position.</i> <i>Second by Marasco</i> <i>Approved by consensus</i></p> <p>Comment: From where would the equity funding be pulled?</p> <p>Comment: We would request funding via the student equity workgroup.</p> <p>Comment: Work to Contract will make this difficult, as the student equity workgroup is currently not meeting.</p> <p><i>Escoto proposes a meeting next Monday (18th) at 2pm.</i> <i>Approved by the body.</i></p>
<p>5. Approval of Minutes:</p>	<p>ASDraftMinutes6-4-18</p> <p>Correction to the minutes: Laura Gamez as present in place of Mikaele Agyare</p>
<p>6. Consent Calendar</p>	<p><i>Mike Murphy appointed to the hiring committee for the Associate Vice President of Workforce and Career Technical Education</i></p> <p><i>Cleve Freeman, appointed to the new Equity and Education Committee</i></p>
<p>7. Unfinished Business (10+1 area(s) indicated):</p>	
<p>a. FYE Resolution</p>	<p>AcademicSenateResolutionInSupportOfFYE(updated 6.6.18)</p> <p>Resolution up for a 2nd Read and Action.</p> <p>V. Fong: Constituents from English Dep't support this resolution and express an interest in a more transparent process, especially in light of the budget situation. Sometimes our efforts around equity are not always the most budget-efficient. There is a perception that there is a disconnect between what we say we want to do around equity, and what we do budget-wise.</p> <p>A more inclusive approach around policies and procedures, and a heightened awareness around the people who are impacted by these decisions are requested.</p> <p>Mancuso: BSS is in support. Understanding was brought forth that the FYE program would not continue. If this is the case, where would FYE land in the new governance structure?</p> <p>Escoto: It's been proposed to work FYE into guided pathways efforts in the future. We are not currently moving forward with guided pathways planning (due to work-to-contract), but that is a possibility in the future.</p> <p>Frankel: The consternation regarding FYE seems to be on the process for its discontinuance.</p>

Escoto: FYE didn't go to the Program Review Committee, and did not receive a color rating (green/yellow/red), as it did not do a comprehensive program review.

V. Fong: Comment from a constituent in foreign language. In the Program Review process, the faculty are being asked to problem solve the issues in enrollment, but the only solution they are faced with is to only make cuts.

Marasco: If things are going to be discontinued, we need to make sure that processes are being followed

Lisle: When I was hired on, I was made aware that we were struggling. I met with each program to see what difficulties the faculty saw, and how help could be offered. Transparency and helpfulness were goals, but these efforts were sometimes mistaken, and inadvertently upset people to think decisions to cut programs had already been made.

Campbell: There is a feeling and a sense that if a Program is not directly connected to transfer or a degree, the Program is in danger of being cut. There is no time to make corrections to show progress. A discussion about timelines is what is needed.

Lisle: Acknowledgement that there is not as much time. Cuts need to go to the District by November.

Marasco: If this resolution is about FYE, I want to know more about FYE. If this is more about process, process knowledge is more important.

V. Fong; Because FYE as a program is driven by equity, the support for FYE seems to be coming from an equity perspective.

Mar: Since FYE did not undergo a comprehensive Program Review, how are we to proceed with this resolution?

Escoto: From a procedural perspective, FYE was not given feedback on their annual program review submitted this year. As FYE was not up for a comprehensive program review, the Program Review Committee did not review the FYE progra review, either. To be clear, this resolution is not meant to solve problems with the current program review process as a whole, this resolution is meant to address the specific situation FYE was faced with this year (canceled within the same year they heard feedback (outside of their annual program review)).

V. Fong: In the first resolved, is this statement in conflict to the idea that the program is going to be redesigned?

Escoto clarified: The resolution is asking for support to continue as-is, with faculty currently involved, with this year's reassigned time, and having time to fix and change issues, as opposed to being canceled as FYE currently exists, and the plan being to reimagine FYE at some point in the future. FYE is not against improving the program, but they'd like the opportunity to continue

	<p>and improve, not stop and start over in an unknown way/shape/form in the future.</p> <p>Lisle: There is a significant quality and persistence issue in FYE, but this was not mentioned initially to FYE faculty, and this was a mistake. The suspension of FYE is a money and a quality issue.</p> <p>Marasco: In 2010/2011, we had discussions on Travel Careers, and how we could reimagine this program, along with what would happen to the faculty. However, with FYE, discontinuing the program would not mean that any faculty would lose their jobs.</p> <p>Ziegenhorn: Each year, FYE has been restructured differently to address challenges. This year it was opened up to non-first year students to meet productivity numbers. The program had to respond to this the best it could. The success rates were noticeably lower than in the previous two years. The FYE team is open to addressing the quality and money issue. The goal is to provide equity support for students who are not in one of the other programs, like Puente or Umoja.</p> <p>Lisle: The Program Review does not include this year’s data. How might we keep these classes with the goal of including first-year students only, but have them be viable at the same time.</p> <p>Comment: There seems to be ambiguity on the first resolved. Does the statement imply continuing now, or in the future?</p> <p>Escoto: The resolution asks to continue FYE as it is, with an understanding the program would work to address admin concerns.</p> <p><i>Motion to put this on for a third read this upcoming Monday. Approved.</i></p> <p>Please gather feedback from your constituency</p>
<p>b. Senate/Committee Reps 18/19</p>	<p>Senate representatives for next year</p> <ul style="list-style-type: none"> *Mikaele Agyare continuing for the Library. *Language Arts - Escamilla and McCormick *Fine Arts - Hilary Gomez and Jordan Fong *Business and Social Sciences- Natasha Mancuso and TBD *Physical Sciences, Mathematics, and Engineering – Robert Cormia *Associated Students of Foothill College - Chelsea Nguyen <p>*Part Time - Kyle Taylor (possibly) either for the Senate or the Revenue and Resources Committee under the new governance structure</p> <p>*Part Time – Sean Nages (possibly) either for the Senate or the Council Committee under the new governance structure</p> <p>Governance committees for next year</p> <ul style="list-style-type: none"> *Tobias Nava interested in Equity and Ed committee

	*Cleve Freeman on Equity and Ed committee, as approved on consent calendar.
8. New Business (10+1 area(s) indicated)	
a. District Academic Senate President	Carolyn Holcroft – DAS president <i>Approved by consensus</i>
b. Senate Budget Update	<p>The Senate has two monetary funds.</p> <p>“B” Budget comes from the College and covers expenses related to: Travel, Supplies – e.g. for the PT appreciation event</p> <p>Dues account, covering expenses related to: Senate retreat rental space, PT faculty Senator stipends, Presidential work during the Summer</p> <p>In our “B” Budget, for the remainder of the fiscal year (until June 30th) we have a balance of: \$7,256.85</p> <p>In our Dues account, we have a balance of \$17,155,56</p>
c. Summer Stipend	<p>Summer stipend \$3,000* to cover about 60 hours of work for the Senate President for July, August, and September.</p> <p>*These monies would be taken out of our Dues account for the new fiscal year (after June 30th). On July 1st, our Dues account will be replenished with \$7,052.28, along with any carryover from this year’s balance (see above B Budget number under “Senate Budget Update”).</p> <p>This work includes: Board of Trustees PaRC work Equivalency requests Opening Day planning Governance retreat/New governance model roll-out</p> <p><i>Marasco: Move to approve Second by Hartwell Approved by the body</i></p>
d. Strategic Objectives 18/19	<p>StrategicObjectives2018-19DRAFT(1)</p> <p>Comment: With the new state-funding formula and the budget crisis, Career Technical Education programs are feeling extremely devaluated, as CTE is not mentioned in this draft.</p> <p>Please share and gather feedback from your constituents.</p>

	<p>These strategic objectives will be presented at the Governance Summit on September 14th</p>
e. Budget Update	<p>Kristy Lisle, Vice President of Instruction and Institutional Research</p> <p>Where are we today: 1320 (Instructional Part Time faculty pay and Full Time faculty overload pay) Budget predicament.</p> <p>In 2017/2018, we spent \$15 million within this 1320 budget. We had budgeted ~\$12 million. In Winter, we tried to control this by not have as many sections run. In Spring, we also cut classes, around 500 in total. We still overspent by \$3 million.</p> <p>This year, we have a budget of \$12 million. This year, the district will not cover any overage. Last year, the \$3 million we were over, the District did cover.</p> <p>This Summer, we are still over by about \$200,000. In Fall, we will most likely need to come in below budget to make-up for this.</p> <p>Comment: It sounds like we lose money when we offer classes.</p> <p>Clarification: If the productivity of classes is high, then not necessarily. We also have lost faculty due to retirement, which will monetarily help cover this cost.</p> <p>In some programs and divisions, high Productivity is not possible. Focus on getting Deans to not work in silos, and to see how divisional productivity affects the rest of the College.</p> <p>The Budget and the timelines coming from the District are rapid, Foothill is trying to find ways on how to make decisions and relay information.</p> <p>Escoto: A solution might be to work with the Vice President of Instruction to have an ongoing report-out or check-in at each Senate meeting on the Budget in the next year. This will be helpful for understanding how faculty can respond.</p> <p>Comment: How can we voice as a body, that the District needs to do better.</p> <p>Lisle: How do we slow down and think this through? How do we bring in shared governance when the timeline is so rapid?</p> <p>There is a Deans meeting tomorrow, it is open.</p> <p>We will need to cut Programs to be solvent.</p>
f. End of the Year Report	<p>Please see document:</p> <p>Comment: How do we get these accomplishments out to the campus community?</p>

	<p>*Email *Senate website *Perhaps work with ASFC to get it in the Script?</p>
9. Committee reports	Report Sent Separately
<p>10. Announcements (limited to 3 minutes, Senate cannot take action)</p> <p>a. Senate Retreats</p>	<p>a. Fall Senate Fall retreat will be September 18th at the Neutra House in Los Altos at 2pm</p> <p>b. New curriculum system options will be demoed on June 18th from 12-3pm, and June 20th from 9:30am-11am. Both will take place in the library conference room 3504.</p> <p>c. Would like to see flexibility on the Part Time representative role. Next year we will look at the Senate constitution, and any changes we make would go into effect the following year. We can also talk about this during the retreat</p> <p>c. From the Library: We will be transitioning all our print periodicals to online-only. Newspapers will still be in-person. Inter-library loans will be suspended until further notice.</p>
11. Adjournment	Meeting adjourned 4:06pm

2017 -2018 Academic Senate Meetings

All begin at 2PM and are held in the Toyon Room

Fall 2016 Quarter:

10/2/17
10/16/17
10/30/17*joint mtg with DA
11/13/17
11/27/17

Winter 2017 Quarter

1/22/18
1/29/18
2/12/18
2/26/18
3/12/18

Spring 2017 Quarter

4/9/18* joint meeting with DA
4/30/18
5/14/18
6/4/18
6/11/18
6/22/18 *Annual Planning Retreat

Statewide Information and Opportunities

The Academic Senate for California Community Colleges (ASCCC) has a variety of listservs to keep faculty apprised of information and opportunities at the state level. All of these are open – e.g. you need not be a senate president join the “senate presidents” list serv. You may find the list at

<http://www.asccc.org/signup-newsletters>

Upcoming ASCCC Events (State Academic Senate)

[Faculty Leadership Institute](#) – June 14th-16th 2018, Sheraton San Diego Hotel & Marina

[ASCCC Part Time Faculty Institute](#) – August 2-4 2018, Embassy Suites San Francisco Airport

Distribution:

Rachelle Campbell (AS Vice President/CCC Facult Co-Chair), Katherine Schaefer (AS Secretary Treasurer), Isaac Escoto (AS President), Valerie Fong (LA), David **McCormick** (LA), Natasha Mancuso (BSS), Jay Patyk (BSS), Micaele Agyare (LIB), Jordan Fong (FA), Robert Hartwell (FA), Vacant (BHS), Vacant (BHS), Robert Cormia (PSME/Workforce Liaison), David Marasco (PSME), Tracee **Cunningham** (CNSL), Tobias Nava (CNSL), Donna Frankel (PT rep), Mimi Overton (SRC/DRC), Brendan Mar (PT rep), Carolyn Holcroft (Professional Development Coordinator), Rita O’Loughlin (KINS/ATHL), Dixie Macias (KINS/ATHL), Danya Adib (ASFC President), Kristy Lisle (Cabinet liaison), Bill Ziegenhorn (FA Liaison for Fall)

CC: Jim Nguyen (De Anza Academic Senate President/Spring Quarter), Thuy Nguyen (College President), Tim Shively (FA President), Erin Ortiz (Classified Senate President)

Guests

Bernie Day
Meredith Heiser
(Scott Langkford)
David Ullate
Marcella Goeller