

**Foothill College Academic Senate Meeting Draft Minutes  
February 26th, 2:00 P.M., Toyon Room**

<b>ITEM</b>	<b>Attachment</b>
1. Call to Order	Quorum present 2:05pm. Escoto called meeting to order 2:07pm.
2. Roll Call	<p><u>Senators Present</u>  <b>Isaac Escoto</b> (AS President)  <b>Rachelle Campbell</b> (AS Vice President/CCC Faculty Co-Chair)  <b>Katherine Schaefers</b> (AS Secretary Treasurer)  <b>Valerie Fong</b> (LA)  <b>Sam Connell</b> (BSS)  <b>Micaele Agyare</b> (LIB)  <b>Jordan Fong</b> (FA)  <b>Robert Hartwell</b> (FA)  <b>Maureen Macdougall</b> (BHS)  <b>Tracee Cunningham</b> (CNSL)  <b>Kim Lane</b> (CNSL)  <b>Donna Frankel</b> (PT rep)  <b>Mimi Overton</b> (SRC/DRC)  <b>Brendan Mar</b> (PT rep)  <b>Rosa Nguyen</b> (PSME)  <b>Rita O'Loughlin</b> (KINS/ATHL)  <b>Kimberly Escamilla</b> (LA)  <b>David Marasco</b> (PSME)</p> <p><u>Liaisons Present</u>  <b>Kristy Lisle</b> (Cabinet liaison)  <b>Amy Edwards</b> (FA Liaison) <b>Robert Cormia</b> (Workforce Liaison)  <b>Carolyn Holcroft</b> (Professional Development Coordinator)</p> <p><u>Senators Absent</u>  <b>Lisa Eshman</b> (BHS)  <b>Natasha Mancuso</b> (BSS)</p> <p><u>Liaisons Absent</u>  <b>Danya Adib</b> (ASFC President)</p>
3. Adoption of agenda	<b><i>Adopted by consensus</i></b>
4. Public comment on items not on agenda (senate cannot discuss or take action)	
5. Approval of Minutes:	<i>ASdraftminutes2-12-18</i> <b><i>Approved by consensus</i></b>
6. Consent	

Calendar	
7. Unfinished Business (10+1 area(s) indicated):	<p>Political Science Hiring Committee (EO Rep Nicole Gray) Brian Tapia Tiffany Rideaux Meredith Heiser</p> <p><b>Hartwell - moved to approve</b> <b>Frankel - second</b> <b>Approved by the body</b></p> <p>Search Committee for the Interim Associate VP of workforce Kimberley Escamilla <b>Approved by consensus</b></p>
a. Elections Committee	<b>Still need Senate members to volunteer to serve on the Senate Elections committee!!</b>
b. AP 5011	<p><i>Draft-AP5011-Admission and Concurrent Enrollment of High School and Other Young Students</i></p> <p>General dual-enrollment agreements. <b>Hartwell - moved to approve</b> <b>J. Fong - second</b> <b>Approved by the body</b></p>
c. AP 5012	<p><i>Draft-AP5012-College and Career Access Pathways</i></p> <p>Question: Why does this exclude Physical Education in Dual-Enrollment?</p> <p><b>Hartwell - moved to approve</b> <b>O'Laughlin- second</b> <b>Approved by the body</b></p> <p>Approved, with the understanding that references to "district" will be changed to "college," as Escoto noted Nazy Galoyan (Dean of Enrollment Services) clarified that CCAP agreements are made with colleges, not districts.</p>
d. Governance Redesign	<p><i>Governance ReDesign Update PaRC Feb 21 v2</i> <b>Moved to item 8b.</b></p> <p>The college agreed that one of our accreditation Quality Focus Essay topics would include a redesign of our governance structure to provide better opportunities to engage with and communicate the strategic direction of the college, minimize unnecessary overlap in committee charge, and address the college concern that there are too many committees on campus.</p> <p>The Governance Redesign Leadership Council, made up of faculty, classified staff, students, and administrators, has held a series of meetings to discuss various governance models and will provide an opportunity to update the college community on it's efforts, and hear feedback. This Wednesday (February 28<sup>th</sup>) from</p>

1:30-2:30pm in the President's Conference Room, there will be a Town Hall share-out of the Leadership Council's efforts.

Here are some of the latest discussion points amongst the Leadership Council at last week's PaRC meeting:

Role of Governance

1. Plan
2. Allocation of resources (implementation)
3. Evaluate/review/assess effectiveness
4. RePlan - Examine what needs to be changed in our plan

*Education Master Plan Model currently under consideration:*

"PARC "(overarching committee, with a different name)

Subcommittees:

- 1) Equity/Education
- 2) Community
- 3) Resources

*Examples of topics to be covered under each of these committees (not an exhaustive list)*

**PARC** – Strategic Objectives, Planning, Resource Allocation, Accreditation, Program Approval and Discontinuance

**1) Equity/Education:** Instruction, Equity, Basic Skills, Program Review, 3SP, Workforce, Transfer, Assessment, Online Enrollment, Dual Enrollment

**2) Community/Institutional Effectiveness:** Professional Development, Workforce, Service Leadership, Institutional Learning Outcomes, Alumni, Governance, Communication

**3) Resources/Sustainability:** OPC/Budget, Technology, Sustainability, Facilities, Buildings and Grounds

*Committee Operations:*

\*Each committee would have 12 members – 3 faculty, 3 classified staff, 3 students, and 3 administrators

\*Each committee would be assigned a recorder

\*Each committee would be assigned ex-officio members to support the work of the committee

\*Every committee recommendation would be in a memo in writing. President writes back to the committee

\*Committees would have a trained facilitator assigned

Proposed meeting times for the above committees on Fridays. Fridays may be when most faculty/staff/administrators will be available.

Commentary:

\*The work of these committees requires faculty members to put on many hats within each committee, and take on a plethora of responsibilities that may take away too much time from teaching

\*The timing of these committee meetings will take away whole subsets (i.e. faculty

	<p>members who have school-age children with activities in the middle of the day)  *The three faculty on these committees will gain the most powerful voice, due to the responsibility of reading and synthesizing the material. Is this shared governance?  *Walk-through scenario: Faculty leaders bring forth that there is a new initiative from the State that we need to address. Faculty and Administrative leaders can identify the (let's say Math and English) professors that will be taking on the minutiae of implementing this initiative. The shared governance committees would not be responsible for the nitty-gritty of implementing the initiative, but would instead identify that it is important and verify the individuals that would be tasked with this work.</p> <p>Escoto asked senate reps to share governance redesign updates with their constituents, and provide feedback.</p>
8. New Business (10+1 area(s) indicated)	
a. Business Process Alignmen t Taskforce	<p><i>BusinessProcessAlignmentTaskForceDRAFT</i></p> <p><b>Purpose of the Task Force:</b>  How to better align business practices within FHDA to help support student success.</p> <p><b>The membership of this Task Force?</b>  Comment:  *Propose students who have been affected by mismatched policies from Foothill/De Anza to share their experience.  *Propose ASFC members/other student leaders  *Propose Judy Baker – both campuses have different online learning platforms  *Propose two more faculty members from each College  <b>David Marasco volunteer</b>  *Propose Articulation office (i.e. Bernie Day) representation from each campus  *Propose a counselor and/or admissions personnel from each College</p> <p><b>Topics for Task Force to address?</b>  *Fee structure, different at each college.  *Registration process  *Pre-requisite clearance procedures/minimum qualifications.  *Testing center hours, in reference to accommodated or proctored testing necessary for classes.  *Clarity of registration and enrollment priorities of each College, and communicating these to students  *Clarify what we already do share as a district (i.e. parking pass, police force)  *Marketing: “One fee, two amazing Colleges” Look at branding a little bit differently, to market the district instead of our individual Colleges.  *Having one transcript  *PT faculty pools between Colleges</p> <p><b>Low-ish hanging fruit efforts</b></p>
b. Senate Calendar	April 9 <sup>th</sup> – first Monday of the Spring quarter, we will be meeting with our DeAnza colleagues at DeAnza. We will need to confer to decide upon our actions for State-wide Plenary resolutions

	<p>March 12<sup>th</sup>, our Senate meeting will be held at the Pipe Trades Center in San Jose. 1:30pm-3:00pm.</p>
<p>c. Dual Enrollment Update</p>	<p>Dual Enrollment Programming and Planning  Kristy Lisle, presenter</p> <p>Partner public district partnerships:  *Mountain view/Los Altos  *Fremont Unified  *Palo Alto Unified  *Sequoia Union</p> <p>Private School partnerships  *East Side Prep  *St Francis High School  *Pinewood Upper School</p> <p>Other community partnerships:  *Boys &amp; Girls Club of the *Peninsula (Redwood City and East Palo Alto Club Houses)  *Santa Clara Catholic Charities  *San Jose Conservation Corps Charter  *North Salinas</p> <p>Also partnered with Early College Promise:  Goals of Early College Promise partnership:  *Support and ensure all students are college ready by high school graduation  *Contribute to a student’s academic hope and confidence in that they are prepared for college and embrace it as their only option for the future</p> <p>How can faculty be involved in curricular/programmatic dual enrollment conversations? Discussions will happen at the division level along with the division dean.</p>
<p>d. Guided Pathways Multi-Year Plan</p>	<p><i>Guided Pathways Work Plan 2018-2019</i>  Draft</p> <p>Escoto presented current efforts to develop a Guided Pathways plan for Foothill College over the next year.</p> <p>We would like to make ourselves accountable to the following:  <i>Provide Students with Term by Term Program Pathways (ADT’s)</i></p> <p>Initial Pilot  *Spring 2018 Pilot, initially starting with 1 ADT  *Team lead will act as a project manager (will receive compensation) and will document the process and needs  *Pilot 1 first – document every hour spent as a model for time/effort needed for further ADT program planning work  *Training will be provided and stipends</p> <p><b>Feedback Requested: Please take a look through this document and send any</b></p>

	<b>commentary to Escoto</b>
9. Committee reports:	Committee report was sent to senate yesterday.
10. Announcements (limited to 3 minutes, Senate cannot take action) <ul style="list-style-type: none"> <li>a. Call for District Opening Day workshops</li> <li>b. Part-time Celebration Update</li> </ul>	Escoto will email updates as the senate meeting ran short on time.
11. Adjournment	Meeting Adjourned 4:04pm