

Foothill Academic Senate Agenda
12 January 2009, 2:00-4:00pm, Toyon Room

President:	Dolores Davison 10	Bio & Health Sci:	Karl Peter 10	Language Arts:	Rosemary Arca
Vice President:	C. Holcroft-Burns 10				Jordana Finneg
Secretary/Treasurer:	Tess Hansen 09	Business & Soc. Sci:	Sara Seyedin 09	Library Sciences:	Karen Kieffer C
Curric. Co-Chair:	C. Holcroft-Burns 10		Brian Evans 10		
Student Liaison		Counseling:	Tobias Nava 09	PE & Human Perf:	Shanan Rosenb
					Dixie Macias 09
Adjunct Faculty	Donna Frankel 09	CTIS:	Mike Murphy 10	PSME:	David Marasco
			Sandi Watkins 09		Patrick Morriss
Adaptive Learning:	Don McNeil 10	Fine Arts &	Kate Jordahl 10	FA Liaison	Nicole Gray
	Ernie Schmidt 09	Communication:	Bruce McLeod 10		
2:00—2:20		Call To Order Announcements—(General) Approval of Minutes Consent Calendar see page two		Action Action	
		Action & Information Items:			
2:20 – 2:30		Elections Committee -- Davison		Information	
2:30—2:45		Introduction of New VPI – Davison		Information	
2:45—3:00		DeAnza FSAs – Davison		Action	
3:00—3:20		Mission Statement – Davison		Discussion	
3:20—3:40		Roundtable Updates – Murphy/Davison		Information	

Announcements—

Senate Meetings, Winter 2009

January 12

January 26

February 9

February 23

March 9

Consent Calendar—

Laurie Bertani, faculty rep on Herlisa Hamp's administrative evaluation
Dolores Davison, faculty rep on Shawna Aced's administrative evaluation
Tess Hansen, faculty rep on Kevin Harral's administrative evaluation
Mike Murphy, faculty rep on Brenda Davis-Visas's administrative evaluation
LeeAnn Osterdock, faculty rep on Denise Swett's administrative evaluation
Joe Ragey, faculty rep on Duncan Graham's administrative evaluation
Lety Serna, faculty rep on Matais Pouncil's administrative evaluation

Senate Minutes -- December 1, 2008

Members Present:

Dolores Davison, Carolyn Holcroft-Burns, Tess Hansen, Donna Frankel, Don McNeil, Ernie Schmidt, Karl Peter, Mari Huerta, Brian Evans, Tobias Nava, Mike Murphy, Sandi Watkins, Kate Jordahl, Jordana Finnegan, Karen Gillette, Shanan Rosenberg, Dixie Macias, David Marasco, Patrick Morriss, Kurt Hueg (Cabinet Liaison)

Members Absent:

Bruce McLeod

Guests:

Pat Hyland, Brenda Davis-Visas, Rich Morasci

Dolores Davison called the meeting to order at 2:04 pm.

Announcements

1. The Academic Council still needs an at-large faculty representative to serve on the committee. Three faculty are needed to serve as point persons for three administrative evaluations. Interested faculty should contact Dolores.
2. The memorial service for Carl Brown will be held on Thursday, Dec 4 at 2:00 at the Flint Center at De Anza. This quarter's CAC and APM meetings are cancelled; the committees will begin meeting again in January.
3. Tonight's board meeting is expected to focus on the budget. Dolores will post the budget updates on the Senate website by the end of the week. Senators are also reminded of the Town Hall meeting schedules for Thursday, Dec. 4 at 12:00 noon in Room 3525.
4. Dolores passed around a load calculation handout to explain how non-credit courses are loaded compared to credit courses.

Approval of Minutes

M/S Approval of minutes as amended from November 11, 2008, meeting. Unanimously approved.

Consent Calendar

M/S approval of consent calendar as listed below. Unanimously approved.

Administrative Evaluations

Richard Galope, VP – Kate Jordahl
Tim Woods, Dean, CTIS – Mike Murphy

John Mummert, Dean, BSS – Konnilyn Feig
Shirley Treanor Barker, VP – Carolyn Holcroft-Burns
Kurt Hueg, Marketing Director – Dolores Davison

Action & Information

1. Faculty/Staff Lounge

Brenda Davis-Visas presented the plans for the Faculty/Staff Lounge, stating that the total area measures 1014 sq ft.

Karen Gillette reminded Brenda that she and Rich Morasci are the faculty representatives charged with working on the lounge and are to be included in future planning meetings for the space. There was some discussion about whether there needs to be another survey to the faculty about how they want to use the space. One senator expressed an interest in having the space be wireless.

It was decided that senators should consult with their constituents about how faculty want to use the space, whether it should be a place for relaxation and socializing or be equipped for staff development activities.

There was discussion about developing an appropriate use statement for the facility. It was agreed that the Senate should begin talking about drafting such a statement.

2. FSA Request

The De Anza Senate has asked us to approve the creation of two new FSA's, one in intercollegiate badminton and the other in Russian. FSA's have to be approved by both Senates and then are passed on to the District Human Resources Office and the Board for approval.

Discussion ensued about the pros and cons of FSA's. Those in favor of new FSA's state that they work to keep faculty current in the field. Those against new FSA's cite the union position that fewer FSA's mean that senior faculty positions are protected in the event of a RIF.

Senators are asked to get feedback from faculty about these new FSA's. Senators are reminded that any new FSA's are due at the beginning of next quarter.

3. Brian Copeland Tickets

M/S approval of \$200 be given to the President's Office to provide 20 half-price tickets to Brian Copeland's one-man show in January. Unanimously approved.

4. Faculty Award

In Fall 06, a senator proposed that Foothill recognize excellent faculty through a Faculty Award for Teaching Excellence. A draft proposal was submitted to the Senate. As the Senate begins discussions again, some of the following discussion points and questions were raised:

- Should the Senate start with the original draft proposal or should the Senate start with a clean slate?
- Research around the state shows that there are multiple models for such awards as other community colleges; the best models have a variety of awards for a variety of faculty constituents.
- One idea is to have separate awards for classroom and out-of-classroom faculty
- Should there be a minimum of years teaching experience to be considered for the award?

- A Faculty Award would provide a good marketing tool for the college

It was decided that Karen Gillette and Donna Frankel would research models from other institutions and bring their findings back to the January 26 meeting.

5. Greg McIlhiney Scholarship

The Senate has been asked to support the scholarship fund set up to memorialize a respected CTIS faculty member. Greg served on the Academic Senate, so Senate participation in the scholarship would recognize his contributions.

Senators asked for more information regarding the scholarship, specifically how much is requested and how often would the Senate contribute this amount. Sandi Watkins agreed to get the necessary information to the Senate for the next meeting.

6. Curriculum Committee Update

Carolyn Holcroft-Burns announced that the final CCC meeting would be held Tuesday, Dec. 2. The GE Natural Science Sub-committee will be bringing forward the first draft of its document. Curriculum representatives should be sending out copies of this draft to all faculty by the end of the quarter. If senators don't receive the draft, they should contact their curriculum representative.

The American Cultures and Communities and Lifelong Learning Sub-committees are close to finishing a draft and will present their ideas at the beginning of next quarter.

A draft on the policy for "regular and effective student contact" for online courses is coming soon. Again, Senators should contact their curriculum representatives if they don't see a draft of the policy.

The college is currently out of compliance with the requirement that distance-learning courses have a separate approval process. The deans have a list of courses that are slated to be offered that haven't been separately approved as distance-learning courses. This problem will be cleared up by Winter Quarter.

7. Mission Statement

Dolores announced that in addition to Foothill revising its mission statement, the District will also be revising its mission statement, work spearheaded by Bob Barr. She passed out a draft of a mission statement created by members of the library faculty to use as a starting point.

Senators are asked to pass out the version to their constituents, to ask for feedback, and to bring responses to the next Senate meeting.

8. Commencement Update

Rich Morasci reported that the Commencement Committee is seeking feedback from faculty on the following:

- Response to last year's ceremony, specifically the length and quality of speeches and overall quality of the ceremony
- Suggestions for Foothill graduates to contact for keynote speaker
- Rough estimate of who will need a cap and gown for this year's ceremony, so the purchase and rental budget can be calculated.
- Senators are asked to discuss the above with faculty and send responses to Rich.

Dolores Davison adjourned the meeting at 3:51 pm.
Submitted by Tess Hansen, December 2, 2008.