

**Foothill College Academic Senate Minutes**  
**June 6, 2003 9:00 a.m. – 3:00 p.m. Carriage House Smithwick Residence**

|                      |                      |                   |                      |
|----------------------|----------------------|-------------------|----------------------|
| President:           | Larry Rouse 03       | CTIS:             | Bob Cormia 04        |
| Vice President:      | Verley O'Neal 03     | Fine Arts:        | Robert Hartwell 03   |
| Treasurer:           | Roxanne Mendrinis 03 | Language Arts:    | Paul Starer 03       |
| Curric. Co-Chair:    | Shirley Barker 03    |                   | April Flowers 04     |
| I of I /TLC Chair:   | Mike McHargue 03     | Library Sciences: | Roxanne Mendrinis 04 |
| Adaptive Learning:   | Bea Cashmore 04      | PE & Human Perf:  | Irv Ploke 03         |
| At Large Fac:        | Larry Miller 04      |                   | Dixie Macias 04      |
| Bio & Health Sci:    | Eloise Orrell 03     | Phys Sci & Math:  | Lori Silverman 03    |
|                      | Bonny LePape 03      |                   | Patrick Morriss 04   |
| Business & Soc. Sci: | Bill Tinsley 03      | Student Liaison   | Javad Aghamiri 03    |
|                      | Dolores Peterson 04  |                   |                      |
| Counseling:          | Davida Lee 04        |                   |                      |

9:00

**1. CALL TO ORDER**

ACTION

The Senate retreat was called to order

9:05

## **2. NEW BUSINESS**

- a. Faculty Handbook – Larry Miller  
Discussion centered on the role of the faculty handbook as a contractual policy for faculty, especially in disciplinary procedures. Statements in the handbook and forward, which suggest the document serves both policy and practice, suggest the need for ratification by the Faculty Association (FA). A motion was passed to augment the faculty handbook committee to comprise Paul Starer, Bill Tinsley, April Flowers, Verley O’Neal, Priscilla Butler, Dolores Peterson, Warren Hurd, and Roxanne Mendrinós. This committee will work to help rewrite or comment the faculty handbook. A second motion was passed to add a formal disclaimer to the handbook, which states that the Senate does not intend the handbook to be used in disciplinary proceedings. The use of the handbook should include practice, policy, and procedure, but be clearly annotated in those applications. A goal of completing a major revision of the handbook by the end of the 2003 calendar year was set as a target.
- b. Student Success - Bernadine Fong  
President Fong shared a dialogue that addressed student success and learning outcomes, including statistics and data regarding student population, productivity of the college, and the new model of academic, student, and financial view of the college. A discussion of preparedness as a critical success factor for at risk populations and the role of key programs including “Pass the Torch”, and further suggested that faculty look hard at assessment of learning outcomes in courses that build in a series. Grades were seen as one measure of predictive success, especially where a lower grade in a previous course reflected incomplete assimilation of concepts and skills. Writing across the curriculum continues to be a delicate issue related to language skills. The ideas of a “First College” to better prepare students for their entire college instruction was suggested.
- c. Senate restructuring – Verley O’Neal  
At the Smithwick residence the restructuring of the Senate to include term limits for officers and a “parliamentary election process for officers of the Senate and other committees was suggested. A committee to look at these issues as they relate to the Senate constitution and other related process was suggested. The Senate discussed raising fees to cover additional costs of Senate business. Members proposed that the fees be increased by one dollar each year beginning next year and for three years so that the cap would reach \$6. Senate dues would not be used to fund food or refreshments for Senators/Officers. If current funding for this runs out, Senators will voluntarily contribute an amount of their own money toward a fund for this purpose. These issues will be further discussed at Senate June 16<sup>th</sup>. A quorum was not present at the Smithwick residence.

DISCUSS  
DISCUSS  
INFO

4:10

## **8. HEARINGS**

INFO

**Academic Senate URL: <http://www.foothill.edu/senate>**