

Minutes – Academic Senate

March 9, 2009

Members Present:

Dolores Davison, Carolyn Holcroft-Burns, Tess Hansen, Donna Frankel, Don MacNeil, Ernie Schmidt, Karl Peter, Jose Nava, Harry Saterfield, Tobias Nava, Sandi Watkins, Kate Jordahl, Bruce McLeod, Rosemary Arca, Jordana Finnegan, Karen Kieffer Gillette, Shana Rosenberg, David Marasco, Nicole Gray (FA Liaison), Katie Townsend-Merino (Cabinet Liaison), Denise Perez (Classified Liaison)

Members Absent:

Mike Murphy, Dixie Macias

Guests:

Pam Wilkes, Judy Miner, Pat Hyland

Dolores Davison called the meeting to order at 2:03 pm.

Announcements

1. Katie announced that the Task Forces on Educational Master Plan (which meets on Mondays at 4:00 pm) and Integrated Planning (which meets on Wednesdays at 4:00) are short one faculty each. Interested faculty should contact Dolores.
2. Dolores will miss the next Senate meeting. Carolyn will chair the meeting in her place.
3. Donna announced that the CPFA meeting will be held this week at Mission College. She said faculty with Foothill parking stickers can park for free in specific parking lots on campus.
4. Katie announced that a visioning meeting for the Educational Master Plan will be held on April 22, 2009 from 8:30-12:00 in the Toyon Room. Faculty should bring thoughts on the mission and values of the college.
5. Dolores announced that no new graduation regalia would be purchased this year, but faculty can still rent regalia. She asked if the Senate would consider donating money for graduation regalia for students who can't afford the costs. Romey Paule will get back to Dolores regarding how much money is needed.

Approval of Minutes

M/S Approval of minutes as amended from March 9, 2009, meeting. Unanimously approved.

Consent Calendar

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

Hiring Committees:

Adaptive Learning Counselor: Bea Cashmere, Vivian Cohen, Linda Dance

Adaptive Learning Instructor: Robert Cormia, Mary Hawkins, Teresa Ong

Counseling/Transfer Center Director: Jerry Cellilo, Fatima Jinnah, Victoria Taketa

Radiologic Technology Director: Kathleen Austin, Jenene Key, Bonny Wheeler

Academic Senate, BSS Division, Jose Nava, Harry Saterfield

Educational Master Planning Task Force: Dolores Davison, Jay Patyk, Rosemary Arca

Integrated Planning and Budget Task Force: Dolores Davison, Konnilyn Feig

Non-Credit Curriculum Committee: Bea Cashmore

Tenure Review Committee for Teresa Ong (replacing Janet Spybrook): Bea Cashmore

Tenure Review Committee for Jeff Bissell: Katie Ripp

Action & Information

1. Graduation Speaker -- Davison

Dolores announced that the ASFC had compiled a list of possible faculty speakers for graduation. The Senate then edits the list for untenured faculty or faculty who have previously spoken at graduation. Based on these criteria, the following names will be forwarded to ASFC:

Lauren Velasco

Nicole Gray

Jordana Finnegan

David Marasco

Jose Nava

Elvira Coffin

M/S to suspend rules in order to vote on the faculty graduation speaker list.

Unanimously approved.

M/S to forward the list of names to the ASFC. Unanimously approved.

Dolores also mentioned that new retirees, Karen Kieffer Gillette and Mary Lou Heslet, would be leading the faculty in the graduation ceremony.

2. Senate Elections -- Marasco

David announced that only one candidate for Secretary/Treasurer came forward.

M/S to elect Bob Cormia as Academic Senate Secretary/Treasurer by acclamation.
Unanimously approved.

Three candidates for part-time representative have come forward:

- Donna Frankel
- Chuck Lindauer
- Doug Felder

Elections will take place during the sixth week of the quarter. David will be working with Bob Cormia to set up electronic voting.

Dolores mentioned that it's important for all candidates to have equal access to the same resources, such as list serves, so that one candidate does not have an unfair advantage over another.

Katie said she could send a message to all faculty to announce the election. Nicole Gray will serve as the outside observer of the election process. Dolores reminded Senators that only part-time faculty vote for the part-time representative.

3. FSA: Music Technology – Davison

Dolores announced that the Fine Arts Division approved of the proposal for the new FSA in Music Technology. The Faculty Association also signed off on the proposal. The proposal was sent to the De Anza Senate for approval. From there, the proposal goes to Human Resources.

M/S approval for a new FSA in Music Technology. Unanimously approved.

4. Curriculum Update – Holcroft-Burns

Carolyn discussed the "Best Practices for Online/Distance Education Courses" handout that had been distributed to Senators. She said the list of examples of effective student/faculty contact had been generated by a questionnaire sent to everyone and then discussed on an ETUDES site. The handout has already been passed by the Curriculum Committee and will be on the Senate agenda next meeting for approval.

She also mentioned that all the descriptions for the GE patterns have been approved by the Curriculum Committee.

The Senate discussed the proposed Lifelong Learning description. One Senator wondered if it made sense to have the exception of PE classes listed in the description.

The Senate also discussed the proposed Natural Sciences description. One Senator mentioned that it had been past practice to include cultural diversity as part of all courses, not as an “add on” as indicated in N11 on the draft.

5. Statewide Resolutions – Davison

Dolores announced that she would be serving as the District delegate and that Tess would be the Foothill delegate at the upcoming Spring Plenary.

Some resolutions that Senators may find of interest:

- Transfer recommendation guidelines
- Eliminating eminence for faculty equivalency
- Eliminating the option to not have an AA degree
- A call to maintain PE as credit courses
- Concurrent enrollment of high school students in college
- Software programs prohibiting faculty from options they need

Senators should send comments to Dolores or Tess.

6. Part-Time Resolution – Frankel

Donna announced that the resolution to create 4 seats on the State Academic Senate Executive Board for part-time representations would be on the Fall Plenary agenda. Senators should share this proposal with faculty to get their input.

7. Board/Roundtable Update – Davison

Textbook Policy BP 4185

FA’s position is that textbook policies are a negotiated item while the Academic Senate want to blend the concerns of FA and the Board. The policy will be brought to the June board meeting for approval.

Budget Update

The District is waiting for the May/June revised budget and is still expecting to make \$1.8 million reduction in budget. Andy Dunn is reporting that an additional \$2.5 million will need to be reduced for 2009-10 academic year. If the emergency funds come through, we’ll have an additional 300 FTES next year which will allow us to offer more courses in high demand areas.

Judy thanked Senators for their cooperation in increasing productivity. Dolores will send Senators the PowerPoint of the budget committee meeting to be held tomorrow.

Chancellor Search

As Martha has been nominated to serve as the Undersecretary of Education, the Board will be searching for an Interim Chancellor for a one-year appointment. All constituents will be meeting with candidates. Dolores has been asked to serve on the hiring committee to represent the Academic Senate. The hiring committee for permanent chancellor will begin in Fall. Judy mentioned that June 17 or 24 are being discussed as possible dates for a going-away party for Martha. The Senate will be bringing forth a resolution to thank Martha for her contributions.

ETUDES Contract

Dolores announced that the approval for the ETUDES contract was pulled from the Board's consent calendar to allow discussion on the issue. FA has concerns about the ability to conduct online evaluations and the Academic Senate has pedagogical concerns about the construction of the site. A letter will be sent to Vivian Sinou listing the concerns, including tracking student hours, archiving student data, and the selective release issue. The COOL committee will report on its work and recommendations at the next Academic Senate meeting. Faculty interested in joining the etudes discussion should see Sandy Watkins.

Dolores Davison adjourned the meeting at 3:51 pm.

Submitted by Tess Hansen, April 22, 2009.