

Academic Senate Minutes
October 3, 2011

Called to order at 2:02 p.m.

Senate introductions: senators introduced themselves, and the divisions they represent. Officers and liaison from cabinet, FA, and classified senate introduced themselves as well.

Announcements:

PDL Committee needs faculty to serve, especially in fall quarter. Meets every other Thursday, and alternates between Foothill and De Anza College

Facilities Master Plan Committee needs 2-3 faculty members (full-time or part-time). The committee will be addressing facility concerns such as architectural planning and accessibility

A memorial for Jesus Calderon, a Foothill student killed in an accident over summer, takes place from 12-1 at Appreciation Hall

Student discipline hearings need faculty to serve - student discipline (accused of academic integrity violation) and student grievance hearings (violation of syllabus or grade issue). All faculty can serve on student discipline, a tenured faculty is preferred for a grade issue)

Onizuka Air Force site is being considered for further development of FHDA with collaboration with Mission and West Valley College. Toxicology reports have come back clean (unlike Moffet Field). The facility would cost the District nothing to acquire, other than the commitment to tear down buildings.

Judy Baker (FGA) will announce professional development training for fall quarter. Chris Burley will conduct 'how to do CCC Confer'. FGA is looking for online instructors who want to be evaluated. Trying to get volunteers to do online course evaluations (they don't count for review or evaluation) just to see if students will participate in this process. This doesn't take a tremendous amount of time. Part-timers with online only courses especially need to be evaluated prior to preference for rehire decisions.

On October 12th there will be a memorial for Jesus Calderon, a FH student who died over the summer.

Trac dat training will be offered Wednesday and Friday at the KCI, with the purpose of working on SLO reflections for spring quarter.

The minutes for the June 6th meeting were approved by consensus (minor changes will be emailed to Robert Cormia)

A number of changes were made to the consent calendar. Two changes in tenure review committees. Barbara Shewfelt stepped off the PE Dean committee. Gillian Schultz will serve on Tiffany Rush's committee.

Janice Stevenson joins Senate for fall replacing Kate Jordahl from Fine Arts

Consent changes:

Shewfelt removed from PE hiring committee
Valerie Fong Chair of Fernandez TRC
Gillian Schultz now on Tiffany Rush's TRC
Patrick Morris and Kathy Armstrong are 'at large'
Janice Stevenson – FA (F11)

Consent calendar approved as amended.

Dolores Davison Senate Charter (Ten plus one areas of responsibility) - overviewed the 10 plus one area of responsibilities. Academic and professional matters are known as the ten plus one areas of responsibility. These include curriculum, degrees, grading policies, educational program development, and standards and policies regarding student preparation.

Some are primary reliance, some are professional matters. and other areas determined by mutual agreement (last revised in 1995) and is standing Board Policy. Academic senate membership cards list the ten plus one areas of responsibility. A current issue at Foothill College is 'how do we ensure primacy and joint development'?

Faculty are allowed to present in front of the board, and it is good to show faculty accomplishment and engagement. The Academic Senate President can address the FHDA Board at any time, for any length, without being 'agendized'. AS President will represent the faculty, and not their own opinions.

Committee work is important to the function and operation of the Academic Senate. Senate has liaisons with FA, Classified Senate and ASFC. Senators and officers attend shared governance meetings; participate in tenure and budget decisions, and other matters. CIO of cabinet is usually the technical (cabinet) liaison to senate (this is Kurt Hueg but might be Kimberley Messina)

District Boards and policy will rely primarily on Title V 53203, and areas of responsibility of the Academic Senate. FHDA has a very good board, who has listened to Academic Senate in the past. Areas of Joint Development include equivalency to minimum qualifications, hiring criteria for faculty, and administrative retreat rights

SB1143 – the SB1143 Task Force recently wrote guidelines and recommendations regarding student success (e.g., performance based funding has been dropped, collaborate with k-12 grades to align with high school exit exams, diagnostic testing, declaring a college major by the 2nd quarter). Some examples were read, e.g. alignment of standards with K-12, requiring students to participate in student's success courses as needed, and taking diagnostic testing when you start, and/or declaring a major by the end of your second quarter. If these recommendations are adopted, there will be significant impacts on the way we operate across the college, from curriculum to student services. The task force is seeking feedback and will meet again on November 9th to consider feedback and finalize the recommendations they'll send to the Board of Governors in January 2012. Accordingly, it's important that senators and curriculum reps bring the draft recommendations back to constituents right away for discussion and feedback.

Dolores announced that there will be a Vocational Faculty Leadership Institute Conference on March 21-23 in San Francisco. It will be held at the Westin Hotel. Registration is free and if you have double-occupancy (two attendees sharing a room), then the hotel cost is free as well.

Goals of the Academic Senate for 2011-2012:

- Increase participation (faculty)
- Increase participation in broader governance
- Increase communication
- Increase dialogue (faculty/cabinet)
- Work on succession planning for senate officers
- Program discontinuation
- Professional integrity

FA consults with the Union in tenure evaluation, faculty evaluation proceedings, and faculty service areas. Reminder that faculty who are doing TRC committees must have had training in the previous three years. All faculty are members of the senate, each division has two senators.

Responsibilities of senators: report out to your division. Represent your division not yourself (sometimes divisions split votes). Only issues of academic and professionalism can come to senate.

Senate procedures – We use Robert's rules of order, and our meetings are covered by the Brown Act. Open to the public, One week in advance for agenda item. Action items are information items for a first read - voted at the second meeting. Cannot vote by proxy unless the secretary is properly noticed 72 hours in advance (email is okay). Discussion can be limited on a topic.

Curriculum committee is the most important of all subcommittees. Please make sure that division curriculum reps are communicating to division faculty. Implementation of prerequisites will be an issue for the college to decide this year.

Trichairs

- Teresa Ong – Basic Skills
- Bernie Day/Elaine Piparo – Transfer
- Jerry Cellilo-- Workforce
- Ion Georgiou-- OPC

Robert Cormia: budget issues – need to get 150 faculty paying \$5 per month for \$7500 of annual income, and about \$8000 to \$9000 in annual expenses, and draw down the balance to about \$20K over 3 to 4 years.

Carolyn Holcroft talked about the District Program Discontinuance policy and the Foothill College Discontinuance procedures. Several senators worked on these over the summer and brought them to the IP&B taskforce. IP&B is tasked with reviewing/revising the program review process and thus had good insight and feedback about the draft Foothill procedure. Goal of procedure is to emphasize transparency and faculty should know up front what successful programs look like, what goals are, and our division faculty are engaged in program review. Holcroft proposed moving charge of development of FH Program Discontinuance procedure from senate only, to collaborative development through IP&B. McLeod expressed concern about involving administration in IP&B arena. Holcroft asserted the IP&B committee members have valuable perspective but this is still primarily an academic and professional matter and faculty are encouraged to attend IP&B and actively participate as the draft procedure revisions continue.

The Accreditation site visit will occur from October 24-October 27. There will be an afternoon reception on Monday, October 24. The Accreditation team will give an "exit" summary of their visit on October 27 (Thursday) at 12:30."

There was some discussion of athletics, and the ability to join or merge programs at Foothill and De Anza. The senate is often structurally on the sidelines in many of these processes. The structure and process of program discontinuance is important for outcomes. It is hard for faculty to be a part of these activities (time commitment and faculty participation). Academic program development is a shared process (faculty and administration). Create a transparent process for why particular programs are being considered for discontinuation. There was a tension between openness in program discontinuance and criteria for success

Meeting was adjourned 4:06 p.m.