

Academic Senate Minutes  
June 18, 2012

Meeting Called to Order:

Members present: Dolores Davison (President), Carolyn Holcroft (Vice-President/CCC Chair), Robert Cormia (Secretary/Treasurer), Katherine Schaefer (Adjunct Faculty), Teresa Ong (ADL), Eta Lin (BSS), Sam Connell (BSS), Tobias Nava (CNSL), Bruce McLeod (FA), Kate Jordahl (FA), Pam Wilkes (LRC), Patrick Morriss (PSME), Debbie Lee (PSME), Kimberlee Messina (Cabinet Liaison), Darya Gilani (Classified Liaison), Meredith Heiser (FA Liaison), Jocelyn Diaz (ASFC president).

Members Absent: Don MacNeil (PE), Kathy DePaolo (BHS), Lety Serna (CNSL)

Guests: Fatima Jinnah, Leann Emmanuel, Falk Cammin, Karen Erikson, Greg Brennan

Agenda Approval: approved by consensus

Announcements:

- Board Policy - must provide designated smoking area on campus. Designated smoking areas will be within student parking lots, marked by flags, and uncovered. We have started moving smoking boxes. Send out as an announcement, please announce to your constituents, as we will be issuing citations beginning in summer.
- Teresa Ong is taking the position of director of DSPS and Veterans Affairs.
- Dolores attended the ASCCC faculty leadership institute in Temecula.
- Laureen Balducci is preparing a report about the testing center - please contact Lauren with comments etc.

Approval of Minutes from June 4<sup>th</sup>, with minor edits, by consensus.

Consent Calendar: Approved with amendments as follow:

Tenure Committees:

- Kathryn Maurer (BSS): Dolores Davison, chair for 2012-13
- Richard Mills (LA): Jordana Finnegan, Susie Huerta

Item 1: Counseling resolution. A counseling paper was just passed by academic senate, which included issues surrounding the role of counselors and counseling services at the CCCs. A copy of the resolution was attached to the paper addressing the educational plan, and what it takes to develop an educational plan. One of the major recommendations was not to hire *paraprofessionals* or faculty advisors, and that colleges need to have counselors in place. A comment was made that there was a request for faculty advisors in class, and how that would differ from paraprofessionals and counselors. A counselor responded that there could be a liability issue if a faculty provided information that was incorrect (and harmed the student).

Can faculty provide a role in advising - maybe if it about the discipline, but not if there are other options that a student might choose. There is a large brown-bag on this topic planned for next year. In the resolution - should it be made clearer that the FHAS does not oppose faculty advice in term of classes, since faculty may be subject matter experts? What is it that we do as counselors? Students come to counselors to ask questions about what path they might choose, and that often leads to how to get through barriers. Counselors might have to answer very difficult life questions. Deliberate word choice on no-faculty counselors in the resolution, as a response to language that came from Sacramento. A question was asked clarifying the faculty role of counselors and the language of the resolution. There are concerns about the role of counseling in the FHDA District, so the purpose of the resolution is to make a statement about the role of counseling district wide, and the counselors intend to share this with the De Anza senate as well. A paraprofessional is someone who is not required to have an MA in counseling. The resolution is put on the table possibly with approval on a first read (suspending the rules). Comment to remove the last resolve. Foothill counselors are concerned about counseling faculty being replaced by paraprofessionals. Contrast the type of counseling that a counselor provides versus a faculty advisor. Question about responsibilities of a faculty advisor, say in math, dependent on what they learned in graduate school. Resolution states an opposition to hiring faculty advisors, or hiring faculty to be advisors.

Broader context of the resolution is that a) student success taskforce says you need a strong effort to have students matriculate, and at the same time 'defund' counseling. Second, students come to faculty and especially counselors who need all of our help, all of the time, that is related to student success. Comment: there is concern about losing 50% of the counselors, and the resolution draw a hard line about reductions. We are in the middle of a budget crisis. There was a (reminder) that if we (faculty advisors) give advice that is incorrect, we could be liable. Can the resolution be revived to state that faculty advisors can offer advice to students but not of the type that counselors give. There was a statement that we need to be strong on this and send a strong message right now before entering the summer, when budget decisions need to be made. Both PSME and Biology suggested that there are divisions that need to talk about it. Comment that we (Foothill) as a member of the statewide Academic Senate have accepted the paper. Comments that the first resolve make it clear we are accepting the paper. A motion to split the resolves was passed. Discussion on splitting the resolves (which affirms the paper) but does not drill down on the student success taskforce. First three resolves approved, fourth not approved. Counseling representatives will make changes and forward to Cormia to post in the website.

Item 2: Due Process Committee– Falk Cammin. Due process panel needs two faculty. Panel only meets if there is a complaint. Two of six members are senate appointees. Complaint can come from someone other than the tenuree / faculty member. Panel meets to discuss / determine if bias was present, or if a phase needs to be repeated. Recommendation of the panel can include the need to replace a TRC member.

Item 3: Faculty Legacy Fund – Falk Cammin. There has been interested expressed in a plan to create a charitable fund to honor contributions a faculty member has made. Anyone could

contribute, and funds would be used to support teaching and learning. Faculty would oversee this fund. Organization would provide an opportunity to write about faculty member that have left us through retirement and continue to honor them after they leave. Will continue moving forward with the idea in the fall quarter.

Item 4: J1 Evaluation -- Karen Erikson of the FA negotiation team presented regarding putting SLO effort onto the evaluation. There was opposition to the language presented. Discrete criteria approach adding an item 5, so it might read: Participates in the Student Learning Outcomes (SLO) process, for a period of one pilot year. Faculty would not have to write a self reflection on SLOS. The district would like to see it added to professionalism. Another idea is to add it to the contract under another area of the J1, or to include it in the self evaluation. FA has replied that they really want to see any action be for a pilot trial. There could be problems with adjunct faculty that might not be fully 'dialed in' to SLOs, but still offer a method to regard/recognize faculty who are very much engaged in the SLO process. FA is concerned that it not negatively impact faculty.

Comments about the J1/SLO also addressed how SLOs are evaluated. It was suggested that this might not be a problem in an evaluation until it is included for faculty who have other 'issues'. There were a number of options and comments about the role and importance of SLOs. Further discussion about why this issue is even here? Is the issue about SLOs, or is it about faculty who are worried that it will affect their professionalism score. There is concern about what the accreditation committee will reply to. The FH Senate favored the plan to embed SLOs in the larger group of chores and tasks.

Item 5: Budget Reduction Simulation. According to the CCLC, if the tax initiatives don't pass, we'll face a further 7% workload reduction, about 8% of \$60M. Reduction would hit classified, administration, and both teaching and non-teaching faculty. There will be cuts in unbudgeted reassigned time. Academic Senate President and Secretary-Treasurer will take cuts in reassigned time. There are 125 classified staff, 191 FT faculty. It is highly unlikely that we can hire more than 1 or 2 positions. This is what we are potentially looking at (budget simulation). If De Anza drops below 50% instruction (budget) then we end up having to cut more classified. Right now we are chasing students (WSCH) versus productivity.

Item 6: Summer Cabinet: Cormia, Davison, Lee, MacNeil, Marasco, and Ripp will comprise the summer cabinet. Summer cabinet was approved. A summer stipend of \$2500, to be split 50% to Davison and 50% to Cormia, was approved by consensus.

Item 7: Scheduling committee: Over 90% of the student body takes 1 to 3 classes, but some are taking more classes (3-5) and some of those are taking three finals in a day. Scheduling committee will be meeting in fall, but we won't be able to work with a common final until then. De Anza would have to agree that Monday can be an 'exam day' during finals week for us to change that part of the schedule.

Item 8: Committees Reports:

- COOL: Document from the accessibility taskforce. So much of this is awareness. We are not in compliance in terms of accessibility in online classes as well as in person. The document provided is not the entire document (of regulations). The trainings that have been going on have not been very well attended. At the end of the quarter, no new fully online courses can be approved unless they are 'accessible'. In 2012/13 online faculty need to go for close captioned video. By 2013/14 classes must be completely accessible. Running PDF accessibility wizard. Images must have alt tags. Hybrid courses will have similar requirements (ADA training will be required to get a shell). This goes back to liability especially if this becomes an OCR complaint. Accessibility boot camp will be held in September before classes start. Judy baker's office will also have some sessions on discrete topics, including making PDFs accessible, captioning of videos, or alt tag (HTML). The new tech trainer that starts in August will be able to help in this training and providing (some) support for online faculty. If you make your own videos, the challenge is getting the text out of the audio. Any electronically delivered required courseware must be accessible.

Item 9: Professional Development Resolution (will continue at the retreat). There is an opportunity for faculty to take advantage of faculty professional development. Title V says that it is the purview of the Senate, and how does the senate take advantage of the PD. Resolution discusses how Senate could take leadership in this area. Dolores might be appointed to a statewide committee initiative involving this.

For the Good of the Order: Senate retreat is from 2-5 p.m. this Friday at Bruce McLeod's home in Palo Alto

Meeting Adjourned: 4:04 p.m.