

Academic Senate Minutes

January 30th 2012

Meeting Called to Order at 2:03 p.m.

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

Members Absent: Fatima Jinnah (CNSL), Don MacNeil (PE), Dixie Macias (PE), Russell Wong (ADL)

Guests: Anabel Arreola, Judy Baker, Julie Brown, Steve Brantz, Robert Garcia, Melanie Hale, Phuong Lam, Scott Lankford, Natalia Menendez, Gillian Schultz, and Victoria Taketa

Agenda Approved by consensus

Announcements:

FHDA Board meeting March 5th will announce faculty layoffs in Computer Applications (CAST, COIN). Five faculty are likely to receive March 15th notices; some of these may have bumping rights. Those notices will be considered for approval at the board meeting on 5 March. At the board meeting on 12 March, the trustees will recognize newly tenured faculty

Senate meeting tentatively set for March 5th if necessary to discuss reduction in force issues; otherwise we will meet March 12th and on March 26th (if needed)

Two faculty, Mary Green EMT chair, and Doug Boyett, Football coach, both passed away last week. Memorial services will be announced in the next few days.

We need a chair for the elections committee - will be asking Bruce McLeod to serve. The timeline to announce running for either president or vice president position is very soon. Dolores announced that she will be running for reelection as Senate President. Meredith Heiser has volunteered to serve as outside observer.

The library, LRC and tutorial center are being remodeled, including both 3500 and 3600 buildings. The construction effort is being accelerated to try to meet a fall 2013 opening. There will be two days of interviews with a design team. There is an initial meeting this Friday from 2 to 3 p.m. in the Chinese Heritage Room.

The academic integrity resolution is out for comments and feedback, which is set for action at the February 13th senate meeting.

The minutes from the January 23rd meeting were approved minus the section on the new exam process. There was no consent calendar.

Item 1: Pass the Torch (PTT) (Annabel), counseling and testing center. Phuong spoke about the senate meeting in November 2011 where issues with PTT were discussed. PTT is not moving to either 5600 (or 8200?) but will be moving to the tutorial center, temporarily, and then to the Library Resource Center (LRC). Remodeling of the Library and LRC will be done in phases so that parts will be occupied while others are being remodeled. Comments were made by PTT faculty thanking the senate for their role in the shared governance process. Also a thank you and reminder that PTT has always been an academic program even while funding has come from two different sources. Diversity and student equity is an academic issue; De Anza has also made a priority to have a diversity coordinator. Faculty commented that the history and foundation of PTT goes back to students teaching students. PTT faculty commented on the value of student services and instructional services working together as an academic service.

Item 2: Steve Brantz from SJSU. Sam Connell and Gillian Shultz talked about a project Peter Murray had discussed last year about rethinking GE. Steve is an associate dean of chemistry at SJSU Compass 1 AAC/NU. The goal of compass is to help students make the transfer from Community college to junior year at a 4 year school much smoother. Steve is connected with Peter Murray and a number of math faculty. Compass is a low funded grant (\$85K) to help promote 'high impact practices'. There were two top awardees in the field, and a third place (SJSU/FH awarded a \$9K "networking" grant). There will be three meetings this year. There are a number of things we could do.

1. Origins course - high impact GE
2. Rethink GE as a program rather than a menu of courses students select (think about integrated courses)
3. Foster better lines of communication between community colleges and 4 year schools
4. Figure out ways to implement high impact practices
5. Define acceptable assessment protocols

There is a LEAP conference February 13th and 14th. LEAP conferences always focus on curriculum, and are a good opportunity to work on integrated curriculum.

Item 3: Debbie Lee raised some concerns about finals schedules, and finals on days that the class has never met previously (e.g., online classes with proctored exams). There is an effort to find a common final for all of English 1A, and have the dates of a common final all near the same time. When there is a conflict between an onsite and online final, the online final must yield and offer an accommodation to the student. Having a list of rooms that are available would help in scheduling finals. Please put out to division faculty the request to serve on a scheduling committee. The published schedule is now online and published well ahead of time.

Item 4: Jorrel, the ASFC student rep, talked about the upcoming March in March, on March 5th. Jorrel passed out a packet on the March in March. Faculty can pass out the packet to students in class and/or have a student representative come speak to their classes. Daphne Small will keep track of students attending the March. The outreach plan and slogan has been thought up (fund our students). FACCC is also having a meeting regarding policy advocacy on March 3rd and in Sacramento. Last year we expected 200 students to attend the event, but there were only about 160. On the back of the flyer is the schedule of events; if you want to motivate students, consider talking about the tuition hikes that they will face when they transfer to CSU and UC.

Item 5: committee reports. The COOL committee met last week, and a subcommittee of COOL is meeting this week regarding how to administer a hybrid course. COOL is working with Kimberlee Messina to ensure that TBA /online course approval is done properly. We want to be in compliance with the State and not lose money. This subcommittee will meet next Wednesday. The next COOL committee will meet face to face, with an option to attend remotely. We need to document how we monitor participation. COOL is talking a bit about administrator evaluation, and what an online course should look like in ETUDES. Chris Burley is doing a showcase for “best practices” in online classes.

Item 6 commencement – we are trying to get better participation / attendance at commencement. Would academic senate contribute to caps and gowns for newly tenured faculty? There was discussion about contributing \$500 for gowns, or purchasing some gowns and sponsoring a reception before the graduation ceremony. It was mentioned that cap and gowns can be rented for free, so why would we spend dues for a few gowns? Faculty spoke about attending commencement and the commitment to students and the institution.

Meeting Adjourned: 3:58pm