

## Academic Senate Minutes

March 18, 2013

Meeting Called to Order at 2:00 p.m.

Members present: Dolores Davison (President), Carolyn Holcroft (Vice-President/CCC Chair), Robert Cormia (Secretary/Treasurer), Katherine Schaefer (Adjunct Faculty), Karl Peter (BHS), Lisa Drake (BSS), Eta Lin (BSS), Tobias Nava (CNSL), Lety Serna (CNSL), Bruce McLeod (FA), Kate Jordahl (FA), Scott Lankford (LA), Richard Morasci (LA), Pam Wilkes (LRC), Katy Ripp (KA), Debbie Lee (PSME), David Marasco (PSME), Meredith Heiser (FA Liaison), Craig Gawlick (Classified liaison) Jocelyn Diaz (Student liaison)

Members Absent: Don MacNeil (KA),

Guests: Judy Miner

Agenda approved by consensus

Announcements: Kurt Hueg will be bringing the 'mission statement' to PaRC on March 20<sup>th</sup>, please be ready with changes that come back to constituent groups. Dolores announced the 2013 John and Suzanne Roche Excellence awards including Foothill faculty members David Marasco and Frank Cascarano.

Approval of the minutes from February 11 2013 with addition/correction of names, approved by consensus. February 25<sup>th</sup> minutes needed changes and were pulled, will be submitted on April 15<sup>th</sup>.

Consent calendar - Phyllis Spragge will be replacing Karl Peter from Bio Health in the spring quarter. Ben Stefoni will serve as one of the tri-faculty chairs for the Professional Development Committee. Chemistry faculty (emergency) hiring committee needs to be formed (Amanda Norrick resigned as chemistry professor). Director EOPS and Dean Positions, replaces Registration with enrollment services, in charge of the technical activities that A&R provides. (Student records and evaluations) Steve McGriff is on a hiring committee for Director of KCI. Grant funded position not coming out of the general fund. They hope to fill this position at the end of spring. Please let John Mummert know if you are interested in serving on this hiring committee.

Consent calendar was approved.

Item 1: President's report (Dolores) PaRC will have a presentation Wednesday on the measure C changes. Faculty and staff may attend and listen to changes going on campus in spring and summer. Dolores talked about an upcoming discussion in June involving academic matters MOOC etc. and Assembly Bill (replacing 515 and 550) offering two tiers of payments for classes. Dolores also circulated the program at League. Spring plenary is April 18<sup>th</sup>, 19<sup>th</sup> and 20<sup>th</sup> in Burlingame. Senate will cover the cost of the meeting (but not travel and lodging). Judy Miner will attend as will Isaac Escoto, our candidate for Academic Senate Vice President. Disciplines will be interesting including Childhood education. Area B meeting is Canada College on Good Friday March 29<sup>th</sup>. Our first meeting in spring quarter is April 15<sup>th</sup>.

Item 2: Judy Miner addressed the senate to talk about the communications area of her review (78%) and

wanted to ask faculty what they thought needed improving in that area. Judy does keep open office areas (FA, counseling) that are put out on Outlook as an invitation, and in divisional communications. There was an announcement in fall quarter; however the OWA invitation may not have worked, as some faculty did not hear about it. A 'President's calendar' was brought up as a recommendation. Judy thought that was a good idea so that faculty and staff could see her involvement in various activities off campus. Judy also mentioned that occasionally she is on campus on weekends for campus related activity, e.g. the physics show. One senator commented that Bernie Day once recommended a brown bag to disseminate campus news etc. Another senator mentioned that a weblink to access information from PaRC meetings would be great. Judy talked about the student equity report, and a decision on the direction of that effort was made in part about making changes based on college research data. Judy mentioned the need for equity statements for disabled students, and going forward may include veterans. There are many veterans' issues, including high rates of homelessness, unemployment, etc. Judy discussed other meetings with campus groups/networks including talking with Scott Lankford, Teresa Ong, Debbie Lee, Antoinette Chavez, Erica Onugha about the various groups on campus and she also mentioned a student equity dashboard. African American, Latinos, and subpopulations of Asian Pacific Islanders can have challenges that can be somewhat 'hidden'. We can look at Santa Clara population and the Foothill population, and compare and contrast demographics. We want to make sure that we are going in the 'right direction' (success and inclusion) with respect to the various populations. There are new kinds of data coming from the ARC reports. Judy also mentioned bringing back lunch events, inviting 8-10 faculty at a time, including mixing long/shorter term service from faculty and full and part time faculty. Judy hoped that these kinds of events will increase communications. Judy mentioned her work in raising money, and the importance of fund raising to help students.

A senator brought up concerns about communication with the enrollment priorities, and the direction of enrollment towards student learning outcomes, education plans, etc. Comment that if we are just focusing on student behavioral outcomes, it may not reflect the struggles of students that might fall through the cracks. Kimberlee commented that Andrew LaManque is going to be working with ETS to help prevent/spot this. Kimberlee stated that this will be piloted for one year and they will be closely monitoring these changes. Discussion revolved around making sure that Andrew's work with enrollment priorities does not hide or hinder the needs of some of our students who are not as good as navigating the student registration, services, counseling, etc. Tutorial Center academic support, math and science, and making sure that supplemental learning is being supported. Kimberlee talked about the roles and functions in the tutorial center and the support for students in other areas of the campus. A senator stated that there are a lot of STEM funded activities, and some loss of tutoring support in areas outside of math and science (e.g., economics, accounting, psychology, anthropology). How will the lack of tutorial services for these disciplines be addressed? There was a comment/suggestion that some Perkins money will be used to support tutoring. Further comments that some students might be able to get access to math or writing tutors (assistance) unless they were registered in a math or writing course. Comment that non-credit courses for tutoring should and will be open to all students.

Cormia asked Judy about her visioning of the college and 'resurgence' as topic at APM designed to get us back 'building for the future', now that the worst of budget cuts are (hopefully) behind us. Judy talked about using program review for informing planning as a process, and 'bottom up' of the individual visions that come from the divisions, in the long term (by 2020) how the college is interacting with the receiving four-year institutions and the surrounding business community, and an eye to serving and reflecting the Valley in terms of our student equity plan. Judy talked about how community colleges are sometimes the only institutions that can serve these populations (CSU and UCs struggle). Judy commented that she'd like to see the College looking towards getting as much as 40% of our annual

revenue from outside the State, working on grants that have good cost beneficial returns. Judy commented that she'd like to spend a little more effort to get the larger \$1M grants, rather than the many \$10K grants that can be gotten by boiler plate. Bigger grants do involve more work, but also 'recycle' efforts that are built foundationally (collective expertise). By 2020 we plan to have an education center in place (Onizuka), and an emphasis on how we work regionally with our partners (e.g., De Anza, Mission, possibly Evergreen), and how we might be able to coordinate with global organizations (e.g., offering music technology classes in the Philippines). There was some discussion about activities where Foothill is coordinating with International students. Question: What resources would Foothill need to go after that 40% outside funding? Would the Foundation program and staff be changed/redirected? We are moving away from hosting events to seeking major gift donation. John Mummert's new position is to also work in that area (fundraising) and get monies from fund 15. Other activities that John's group is working on is contract education, partnerships in credit courses, and internships. Judy talked about helping students build resumes for themselves, and the role of internships. What does it mean to be a product of the community college, and the expectation of alumni giving back? For example, what skills, character, moral development and commitment to the Valley might be a product of studying at Foothill? The FHDA Foundation would like to be at \$100M in assets by 2022. We are being more strategic about how to develop around the rebound in the economy. There is work being done with an alumni database. Jean Bray (sp?) left a large endowment to counseling department. There was a question about Onizuka and how we can be prepared for launching the educational center in winter 2016. The staff from Middlefield will go to Onizuka, and general education classes will be offered at there. Decision making around the enrollment center, and a feasibility effort around a capital funding effort to help support the programs there. We imagine the first Onizuka building is phase I (50,000 square foot building) with rooms redesigned for 'mixed use', followed a phase II to build an additional 50,000 sq-ft. We're also looking at ~5 acres plus an adjacent parcel of 4 acres. Perhaps build something like Moffett Towers?

A senator commented that it is a tall order to address diversity and multiculturalism. He suggested that we need to think at a larger scale; Foothill could be a leader in sustainability and we could probably attract many donors. This could be taken on by the shared governance groups. Judy talked about student, faculty, staff, and her being the 'chief affirmative action' officer. Judy talked about the stars of the College coming back to Foothill to give back, and building a community, as part of the next decade of Foothill. The educational center can pull people into education that might not be as intimidating as a campus in Los Altos Hills. Building a real community college is also about building community. There was a comment that we do need to start a conversation about equity with students, what the issues are, and what 'equity issues' are going on in across divisions. There was a comment that the offerings in math are 60% remedial, and how safe do those students feel going up to the PSEC? Judy thanked the Senate for an opportunity to talk about these issues.

The conversation shifted to leadership development, and what faculty can do to help deans get trained. There was a comment that the pools for administrators across the State is 'difficult', and across the State isn't good. The tenure of college director level and presidents averages only 3 years, a 'revolving door'.

A senator commented that some faculty in the 'lower campus' feel 'left out' of the main campus as they are separated spatially from the center of campus. The need to have interaction is important for faculty, thinking about ways that the campus can become more productive. Judy will be back later to talk about leadership etc.

Item 3: Credit by exam, the number of credits is limited to 30, but we want to make sure this is a good number. Administrative procedures are easy to change, but Board policy takes more effort, and we are a

bit behind in this effort. There will be more pressure to have credit by exam as Sacramento will be driving more / pressure for us to adopt credit by exam. This may not be the perfect policy but we need to move forward. Administrative procedure (6030) and board policy were approved.

Item 4: Katherine Schaefer's part-time representative: Katherine advocated the need for a second part-time representative. A resolution to add a second part-time senator was approved. An election will be held in spring to approve a by-laws change to add a second seat for representing part-time faculty, and if approved, part-time faculty will choose the first and second part-time senators.

Item 5: Evaluation of faculty, questions about supplemental faculty discussion. There were distinctions about when you are evaluating part-time faculty that are perhaps doing less formal instructional activities. Sometimes tutoring is very different than a workshop. Meredith is going to take back changes/reflection what is being asked. There were many questions about the details of evaluation for tutoring. If there are any other questions that pop up, please send them to Meredith and copy Dolores to send to Ann.

Item 6: Quick graduation contribution request. Last year we contributed \$1000, this year we have enough in our budget to do this. We are pushing people to attend commencement, so we should contribute to it.

Item 7: BoT Dolores reported out about the meeting where positions were eliminated. We still have to cut \$760,000. Cormia commented on the tenure award event on March 11<sup>th</sup>. Cheryl Alexander presented about FHDA Foundation Board's goal to raise millions of dollars. Curriculum reported that there is a candidate for VP (Isaac Escoto), and a new deadline for new course approval. (June 30<sup>th</sup>) for courses that will be offered a year hence. COOL is meeting on Wednesday (March 20<sup>th</sup>) online courses and the social media survey.

Final exam schedule => Andrew LaManque will be distributing a survey to solicit feedback from faculty about the final exam schedule. It was determined the two colleges have to have the same final exam schedule in terms of the number of days for finals.

Meeting adjourned at 4:05 pm