

## Academic Senate Minutes

May 12, 2014

Meeting called to order at 2:00 p.m.

Members present: Dolores Davison (President), Isaac Escoto (Vice-President/CCC Chair), Robert Cormia (Secretary/Treasurer), Katherine Schaefer (Adjunct Faculty), Roseann Berg (BHS), Lisa Drake (BSS), Steve Batham (BSS), Tobias Nava (CNSL), Janis Stevenson (FA), Kate Jordahl (FA), Don MacNeil (KA), Mary Thomas (LRC), Kacy Takamoto (LA), David Marasco (PSME), Patrick Morriss (PSME), Meredith Heiser (FA Liaison), Craig Gawlick (Classified Liaison), Adiel Velazquez (Student Liaison)

Roll Call Davison

Absent: Jamie Orr

Guests = Judy Miner and new marketing director, Andrea Hanstein and Bernie Day

Agenda approved by consensus

Announcements:

- Joe Moreau reminded us to take the FHDA Community College District Networking Mapping Survey.
- Robert Cormia announced a sustainability workshop attended by Foothill, De Anza, and SJSU faculty at SJSU on April 28<sup>th</sup> and De Anza on May 9<sup>th</sup>.
- Kinesiology and Athletics now falls under fine arts (dean is Mark Anderson).
- A student announced elections for student government, students can vote on my portal.
- There will be an online registration system for campus abroad; 26 students are currently enrolled for Fall 2014.
- Meredith Heiser was elected to the FACCC Board.

Approval of the minutes from April 28<sup>th</sup> - approved (Thomas and Marasco)

Consent calendar was approved by consensus - (Batham, Marasco)

Presidents report (Davison)

- The Tenure Review Coordinator application has opened up for a two-year term, letter of intent to Kimberly by Wednesday the 21<sup>st</sup> of May.
- Board of Trustees meeting (BoT): majority of meeting was taken up by presentation of the DASB and ASFC budgets, on which Trustee Betsy Bechtel commented that the end balance is large and should be spent down.
- Dawn Ghirardelli made a presentation about the FHDA Education Center at the former Onizuka AFB, where the Blue Cube is being dismantled; she tied in community education piece and adult education. Delays in destruction/construction will lead to an opening in spring of 2016 and classes in fall of 2016. There was a question about the financial implications of the new center; ultimately there will be a savings from not paying rent at Middlefield. 1,000 students are expected to enroll. GIS will expand into Onizuka.

- Human resources report - separate action item, elimination of the EOPS position, those duties will be rolled into the new Associate VP of Student Services. Trustees asked about monetary savings.
- At the June board meeting June 16th, report will be back about building the District offices.

#### Committee reports

- Academic Integrity (nothing to report).
- APM and CAC meet this Friday.
- COOL: The Showcase of Online Teaching will be Friday, May 16<sup>th</sup>, 9 a.m. – 12 noon in the Toyon Room with an hour of presentations and then breakouts. There will be snacks and prizes.
- Commencement (Morasci): students chose Ben Stefonik as the student speaker. President's medal went to three students.
- Curriculum reported that the new curricular calendar is moving forward with new deadlines this calendar year. December 5<sup>th</sup> 2014 will be the due date for summer 2015, and then June 16<sup>th</sup> 2015 for summer 2016. New course proposals can go in now. Substantial changes to a course require sending it back to Sacramento.
- PaRC - emergency hire was approved for counseling after a resignation notice. And approval for men's basketball coach. There was a comment about the large (or growing) number of emergency hires. Elaine talked about the student success metrics.
- Professional development - collaborating with the Equity Work Group to plan Opening Day activities.

Dolores talked about the challenges of hiring committees, especially in summer, and in the online area, supporting the OEI project. There will be up to three committees to staff.

Judy Miner introduced the new marketing director (Andrea Hanstein), who arrived May 1st from Fullerton College, has met with stem faculty. There was a question asked about the website and a suggestion to use photos of real Foothill students, faculty and staff rather than stock photos. Judy Miner presented Rich Morasci with the League for Innovation's award for excellence; Rich has worked in ESL and non-credit ESL. Judy was at Stanford Tuesday evening and will present at Stanford - Whose digital future, intentional design of online learning (and equity) will be available for viewing on our website.

Summer cabinet and stipend - The summer cabinet is authorized to act on behalf of the Senate during the summer and will consist of Carolyn Holcroft, Isaac Escoto, and Robert Cormia. At our next meeting, we will vote on whether to approve a stipend of \$3000 for Carolyn Holcroft to attend meetings of the Board of Trustees, PaRC, Chancellor's Advisory Committee, hiring committees, etc. and help plan the New Faculty Retreat and Opening Day.

Transfer Work Group: Bernie Day discussed the transfer work group and its activities to support transfer and acknowledge transfer achievement. She reported that it is now harder than ever to get into a university, commenting on a student with a 3.7 GPA who was not accepted to any of the five UC campuses he applied to. Transfer is especially challenging for international students, who need a higher GPA than residents and often feel pressure from home to get a degree from a prestigious university. The most important considerations in transfer are students' lower-division preparation, GPA, and honors, and next in importance is internships in the field; extracurricular activities are less important. We are also seeing more students who don't get into their school of choice who will need to stay here a third year, to prepare for other choices. There has been a significant spike in students reporting stress from grades in

the effort to get a GPA that is attractive to top colleges and universities. Bernie also announced the Transfer Achievement Celebration Dinner, Tuesday, June 10<sup>th</sup>, 6-8 p.m. in the cafeteria; transfer students and two guests attend for free.

OEI Update: Interviews for the executive director will take place next week, and faculty are needed during the summer to serve on hiring committees for the associate directors

Vice Chancellor of Technology, came to Senate to talk about data and information security, what not to put into email, or keep on hard drives and/or removable media. Joe talked about a big increase in the last 8 months in significant data breaches at colleges and universities across the United States. Joe spoke about network refresh projects that have added to a higher level of security, but in the fall we'll probably need to make some type of data/security and privacy awareness and information purge campaign. There are many older paper records, some more than 7 years old, with SSN on them, or other personally identifiable information on them, that should be purged. We'll probably invest in controlled document destruction efforts. ETS might be able to look at computer hard drives and see what data might have. Joe will forward a cutoff date for when documents might still have SSNs, or not. There are very few computer accounts at Foothill that have SSN numbers in them. There was a question about email hacking and spamming attempts to get personal ID. Joe mentioned that security alerts may go into the portal, rather than by email, which criminal groups might be monitoring. There are a number of very legitimate looking messages being sent out that are "phishing". Another question Joe asked was how we might get information to faculty and staff (portal alerts) etc? We can craft a low-impact but high return campaign on security issues. There was a comment that full-time faculty are usually working with FHDA District computers, and have security resources available that adjunct faculty may not have access to. BANNER might help with hosting a grade book, rather than on a local drive. There was a brief discussion about lost and stolen computers (laptops) and having encryption or remote drive wipe capabilities in the future. Password protection/access was another topic that was brought up.

For the good of the order: next meeting is June 2<sup>nd</sup>

Adjourned at 3:50pm