

**Foothill College Academic Senate Meeting Agenda**  
**Monday, October 27, 2014**  
**2:00 P.M., Toyon Room**

ITEM	ACTION	ATTACHMENT	SPEAKER
<b>1. Call to Order</b>			<b>Holcroft</b>
Meeting was called to order at 2:00PM			
<b>2. Roll Call</b>			<b>Holcroft</b>
<p><b><u>Present:</u></b></p> <p>Steve Batham (BSS), Roseann Berg (PT rep '16), Robert Cormia arrived 2:12PM(AS Secretary Treasurer '15), Patricia Crespo-Martin (LA), Leeann Emanuel (CNSL), Isaac Escoto (AS Vice President/CCC Faculty Co-chair '15), Jordan Fong (F A); Meredith Heiser (Faculty Association Liaison), Craig Gawlick (Classified Liaison), Lauren Hickey (K A), Carolyn Holcroft (AS President '16), Kate Jordahl (F A), Debbie Lee (PSME), David Marasco (PSME), Kimberlee Messina arrived 2:08PM (Cabinet Liaison), Richard Morasci (LA), Katherine Schaefer (PT rep '15), Mary Thomas (LRC), Josh Rosales (ASFC President)</p> <p><b><u>Absent:</u></b> Lisa Drake (BSS); Katy Ripp (K A)</p> <p><b><u>Guests:</u></b> Daphne Small, , Teresa Ong, DeWitt Stuckey, members of De Anza academic senate arrived at 3:02PM</p>			
<b>3. Approval of Minutes:</b> October 13, 2014	Action / Discussion	DraftSenateMinutesOct13'2014.doc	Senate
a. Draft minutes – timing, messaging to division constituents			Senate
The October 13, 2014 minutes were approved unanimously M (Sauter)/S (Marasco)			
<b>4. Announcements (limited to 3 minutes, Senate cannot take actions)</b>			
<p>a. <b>DRC <u>Academic Coaches</u></b> (Ong): Ong presented new DRC program, “Academic Coaching.” Funded by private donor grant (2 years in length). Coaches are not counselors but are coaches to help students with time management, organization, etc. Currently three coaches, they are graduate students at varying stages of their degree studies; coaching supervised by DRC counselors. Program could also help the coaches ultimately become counselors. Faculty may refer students by contacting Janet Weber in the DRC (650-949-7102). The coaches have a blog, <b><u>The Coaches’ Playbook</u></b>,” – faculty are encouraged to share this with students <a href="http://fhtcp.weebly.com/">http://fhtcp.weebly.com/</a></p> <p>b. General <b>Meeting Resources</b> posted on Foothill Academic Senate <a href="#">meetings web page</a></p> <p>c. <b>Committee Needs:</b> We still need a faculty member to serve on ETAC (Education Technology Advisory Committee)</p>			
<b>5. Reports of Officers</b>	<b>Information</b>		<b>Officers</b>
<ul style="list-style-type: none"> <li>• <b>President</b> (Holcroft) <ul style="list-style-type: none"> <li>i. From last PaRC meeting: <ul style="list-style-type: none"> <li>a) Annual and comprehensive program review documents were approved, they are now posted on the college’s program review web page <a href="http://www.foothill.edu/staff/irs/programplans/index.php">http://www.foothill.edu/staff/irs/programplans/index.php</a></li> <li>b) Discussion of 3SP: idea of collaborative efforts between core mission workgroups was well received. One idea is for the Tri-Chairs to meet outside of PaRC to discuss alignment of their work and goals.</li> <li>c) The Program Review Committee’s comprehensive program evaluation rubric was presented as first read. <a href="http://www.foothill.edu/president/parc/minutes/parc2014-15/parc10.15.14/5.PRCRubric/ComprehensivePRRubricRevised.pdf">http://www.foothill.edu/president/parc/minutes/parc2014-15/parc10.15.14/5.PRCRubric/ComprehensivePRRubricRevised.pdf</a></li> </ul> </li> <li>ii. For next PaRC meeting (11/5/14, 1:30-3PM): Items of interest are the college vision statement (first read) and reports from each of the Core Mission Workgroups re: their objectives for '14-'15. <a href="http://www.foothill.edu/president/parc/minutes/parc2014-15/parc10.15.14/5.PRCRubric/ComprehensivePRRubricRevised.pdf">http://www.foothill.edu/president/parc/minutes/parc2014-</a></li> </ul> </li> </ul>			

- **Vice President** (Escoto): Reported out from Academic and Professional Matters meeting (October 24, 2014). Discussion about ADTs. If we have a local degree in a discipline for which there is a Transfer Model Curriculum, we are required to offer the ADT regardless of the similarity between the local degree and the ADT. Current issue around ADTs requiring courses we do not offer – can we partner with another school that does offer them? E.g. Foothill has an associate’s degree in music theory, but can’t afford to add all courses needed for a full ADT (which includes both theory and performance classes). De Anza was explored as a potential partner, but there are currently issues with their performance classes (may eliminate them). Escoto/Messina exploring other possible partnerships.
- **Secretary/Treasurer** (Cormia): Budget is about 22.5K. We have been asked by Foundation about scholarships, how many we might fund. \$500 leftover. Will discuss at next agenda.

6. Committee Reports	Information		Chairs (max 3 minutes each)
<p>a. <b>Academic Integrity</b> (Thomas): Committee is planning a professional development workshop for January ‘15. Developing faculty survey to assess attitudes about campus academic integrity.</p> <p>b. <b>Academic and Professional Matters</b> (Escoto): report presented during VP officer report</p> <p>c. <b>Chancellor’s Advisory Council</b> (Holcroft):</p> <ul style="list-style-type: none"> <li>i. Chancellor Thor selected FH’s dental hygiene program to move forward with an application to the state to be one of the baccalaureate pilot colleges. Pilot = 15 CCC districts (each district may only submit one proposal.) Degrees would begin 2017-2018 at latest (hoped Fall 2016 if possible).</li> <li>ii. CAC considered the following draft board policies/administrative procedures. Senators to share with constituents and solicit feedback. <ul style="list-style-type: none"> <li>a) <a href="#">BP</a> and <a href="#">AP 3100</a>: Organizational Structure (BP is revised, AP is new)</li> <li>b) <a href="#">BP</a> and <a href="#">AP 3280</a>: Grants (BP revised, AP new) – BP fine, AP will be revised to address concerns regarding shared governance and institutionalization.</li> <li>c) <a href="#">BP</a> and <a href="#">AP 3530</a>: Weapons on Campus (new)</li> <li>d) <a href="#">AP 6510</a>: Guidelines for Administering Environmentally Sustainable Practices (revised)</li> </ul> </li> </ul> <p>d. <b>Commencement</b> (Morasci): Committee reported that 25 more students and 14 more faculty participated in June 2014 than June 2013. Committee will facilitate another set of “Regalia Days” on January 27 and 28, 2015. Briefly discussion about renting versus buying regalia – is it possible to reinstate program for bookstore to purchase regalia for individual faculty to own?</p> <p>e. <b>COOL</b> (Jordahl): committee met to discuss development of guidelines/standards for quality of our online courses. Committee discussing how we determine which courses can be taught online and hybrid. OEI Project moving forward. Briefly discussion of distance ed approval application and the guidelines it includes regarding regular and effective contact – would like faculty to use it more frequently. “Foothill Global Access” (FGA) is now “Foothill Online Learning.”</p> <p>f. <b>Curriculum Committee</b> (Escoto):</p> <ul style="list-style-type: none"> <li>• Committee had first read on Certificate of Achievement for personal trainer program.</li> <li>• There are courses submitted for inclusion in our local GE pattern, but GE subcommittees had requested additional information without ever receiving it. Senators encouraged to remind constituents to submit additional information to support their application in a timely manner.</li> <li>• Discussion of transparency re: Pass/No Pass option – currently must look at the actual COR to know whether a particular class is available P/NP, this needs to be more transparent to students.</li> </ul> <p>g. <b>Professional Development</b> (Holcroft) – report deferred to next senate meeting</p> <p>h. <b>Student Equity Workgroup</b> (Holcroft) – SEW will present 2014-2105 goals to PaRC on November 5, 2014.</p>			
7. Unfinished Business:			

<b>a. Leadership Program Resolution</b>	<b>Second read, action</b>	<b>Senate Resolution Leadership Draft 2.docx</b>	<b>Small</b>
Student feedback: would like the option of a transcriptable certificate but barring that option, would still like to have leadership classes that will appear on their transcript. Discussion about problematic nature of splitting leadership across two program reviews (Counseling PR for the classes, Student Services PR for the program). Clarification: if a program gets a “yellow” on PR, the PR process does <b>not</b> include blanket direction re: whether or not the courses will be scheduled during remediation period - reminder that decisions about course offerings during any particular quarter are administrator purview. Sauter and Thomas moved to approve; resolution was adopted unanimously.			
<b>8. New Business:</b>			
<b>a. Consent Calendar</b>	<b>Action</b>		<b>Senate</b>
<p>The following faculty were approved for service via consent calendar – M (Marasco)/S (Lee):</p> <ul style="list-style-type: none"> <li>• Program Review Committee (Basic Skills) – Teresa Zwack</li> <li>• COOL – Kate Jordahl (chair), Carolyn Brown, Falk Cammin, Hilary Gomes, Kathryn Maurer, Allison Meezan, Lisa Verissimo, Mimi Will, Shirley Treanor, Fatimah Jinnah</li> <li>• Professional Development Committee – Ben Stefonik (tri-chair), Carolyn Holcroft, Valerie Fong, Kathleen Duncan, Patti Chan</li> </ul>			
<b>b. Recognition of part time faculty at FH Opening Day</b>	<b>Discussion / Action</b>		<b>Morasci</b>
(Morasci) Concern that part-time faculty are invited to the college Opening Day (and paid a stipend to attend) but then receive no recognition at all during the proceedings. Many part-time faculty have been with Foothill for many years – would be nice to at least invite them to stand during longevity awards. Part-time senators echoed this sentiment, would welcome further discussion. Senators charged with soliciting feedback from constituents re: how best to recognize the service of our part-time colleagues at Opening Day.			
<b>c. Joint meeting with DeAnza Senate – review resolutions for Fall plenary (3PM)</b>	<b>Discussion / Action</b>	<b>Final Area Resolutions_Fo r_Foothill.docx</b>	<b>Holcroft/Cruz/S enates</b>
<p>Brief introductions of Foothill and De Anza officers and senators. Meeting primarily to discuss resolutions being presented at ASCCC Fall Plenary session (Nov 13, 14, 15) in Southern CA.</p> <p>The following resolutions were discussed as a group:</p> <p><b>2.01 - Student Learning Outcomes and faculty evaluations.</b> Discussion in support of clarifying to ACCJC that faculty participation in SLO process is OK for evaluative purposes, but using student achievement of SLOs should not be used for faculty evaluation. Motion to support 2.01 was approved (unanimously) by voice vote of the joint senates.</p> <p><b>7.01 - Restructure the FON (Faculty Obligation Number) to include non-credit faculty.</b> Article in the October 2014 Rostrum. Beginning 2016-17 non-credit courses in career development and ) will begin to receive same apportionment. As credit courses (removing disparate funding as a disincentive for non-credit offerings). Part-time faculty teach ninety-five percent of non-credit courses in CCCs. In Spring '14 ASCCC adopted a resolution to direct the Statewide senate to revisit the FON. Lengthy discussion about this resolution and possible overlap with 13.01. After discussion it was decided that we have too many questions, cannot support resolution at this time.</p> <p><b>13.01 - Improving student success by compliance with the 75:25 ratio,</b> that 75% of</p>			

courses be taught by full-time faculty, excluding overload assignments. Comment that without State funding this resolution wouldn't be effective, and other comments that faculty are supporting this. Comment that decimation of faculty numbers through budget cuts have reduced F/T numbers. Motion to support by voice with one abstention.

**9.07 - CID descriptors for basic skills courses.** Discussion about funding source(s). There was a cautionary statement about who might be 'stakeholders' supporting this resolution/providing funding. Need to ensure that local campuses have control of the curriculum, not special interest groups. Senates support idea of common descriptors but wary of lack of info about funding source - more information required.

**9.01 - Non Associate Degree for transfer:** comment that the two resolved statements really deal with separate issues; reminder that the resolves can be split. Comments about nomenclature used for the degree. Discussion about local degrees categorized as being for transfer – current Program and Course Approval Handbook requires completion of IGETC or CSU breadth gen ed patterns, student cannot use local GE pattern. If a local degree really is intended to prep students for transfer, why allow students to use a different GE pattern that transfer partners (institutions) might not accept? Clarification that local GE patterns less units than IGETC/CSU Breadth, students could complete local GE pattern, earn local Associate's Degree, transfer, and complete remaining IGETC/CSU Breadth requirements at the four-year institution. Goal is about not creating more work for students in a local pattern. If passed, second resolved intended effect is to preserve option for local GE patterns. Discussion suspended at 4:10PM, out of time, no vote taken.

<b>9. Good of the Order</b>	<b>Info</b>		
Comment that students who intentionally fail (e.g. enroll just to maintain student visa, no intention of passing class) should not count against us in student success metrics. Senate president to research/review discussion of FW grade, determine how is FW grade factored into SS Scorecard Data for those schools that use it. Brief discussion about problematic nature of metrics currently used for "student success."			
<b>10. Adjournment of Foothill senate at 4:10PM.</b>			