

**Foothill College Academic Senate Meeting Minutes**  
**Monday, November 30, 2015**  
**2:00 P.M., Toyon Room**

ITEM	ACTION
1. Call to Order	Quorum present 2:00PM. Holcroft called meeting to order 2:01PM
2. Roll Call	<p><u>Senators Present</u>  Steve Batham (BSS)  Roseann Berg (PT rep '16)  Sara Cooper (BHS)  Cathy Denver (CNSL)  Isaac Escoto (AS VP/CCC Co-ch '15)  Lauren Hickey (K A)  Carolyn Holcroft (AS President '16)  Debbie Lee (PSME)  David Marasco (PSME)  Richard Morasci (LA)  Patrick Morriss (AS Sec'y Treas '15)  Tobias Nava (CNSL)  Simon Pennington (F A)  Katherine Schaefer (PT rep '15)  Mary Thomas (LRC)  Stephanie Tran (L A)</p> <p><u>Liaisons Present</u> –  Meredith Heiser (Faculty Association)  Andrew LaManque (President's Cabinet)</p> <p><u>Guests</u>  Bernie Day (Articulation Officer)  Tom Dolen (DeAnza Academic Senate)</p> <p><u>Senators Absent</u>  Jordan Fong (F A)  Kathryn Maurer (BSS)  Rita O'Loughin (KA)  Gillian Schultz (BHS)</p> <p><u>Liaisons Absent</u>  Kurt Hueg (President's Cabinet)  Allison Largent (Classified Senate)  Breeze Liu (ASFC President)</p>
3. Approval of Minutes: November 16, 2015	Approved by consent
4. Consent Calendar	Accounting faculty hiring committee: Steve Batham (HIST) Philosophy faculty hiring committee: Scott Lankford (Engl, at-large) Approved by consent. Holcroft asked senators to please continue recruiting faculty to serve as at-large faculty on hiring committees.
5. Unfinished Business	
a. Open Ed Resources background and draft board policy:	<p>Tom Dolen, lead of textbook committee at Deanza, shared some of the work of that committee. As they look to bring student costs down in accordance with the Textbook Affordability Act, this year they focused on OER.</p> <p>There is still some question whether any efforts in this area need to be, or would better serve students if they were coordinated at the district level. All</p>

	<p>parties are interested in maximizing impact for students. The state has set aside money for implementation, so this may require some grant-writing. It's still a question about whether it will be more effective for each college to work independently, or whether we should coordinate any grant-proposals at the district senate level.</p> <p>Board Policy 6141 was mentioned, which asserts the district's support for developing public domain titles. Dolen indicated that "public domain" materials are but one type of OER, but typically open-source materials still retain some form of copyright protection. Many are subject to Creative Commons licensing limitations. Question about how proposed board policy may intersect with BP 4161 - Holcroft/Escoto to bring this to district senate and APM for clarification.</p> <p>Senators support lowering costs, but also communicated concern from divisional faculty re: articulation. Bernie Day reported on efforts made in conjunction with CSU and UC Chancellor's offices to write access to OER into the fabric of the systems. Private institutions typically follow their own articulation rules so we cannot control whether or not each school will support use of OERs. The important thing is to keep outlines current, with active links to resources. Only one time has articulation been denied on the basis of the textbook, over ten years ago, in a situation unrelated to OER.</p> <p>It was asked whether CSU &amp; UC are also attempting to reduce student costs as well. The law's intent was to compile a repository, and in that regard CSUs and UCs are active. It was noted that they typically exercise much flexibility with accepting homegrown lab manuals, in particular.</p> <p>A question was raised about old editions. Dolen expressed the desirability of a robust used textbook market. Faculty can help that market by avoid custom editions, for instance, as well as non-durable bindings. It's important to keep the representative texts listed on course outlines up to date, but it's likely that at least some old editions would be considered acceptable for student use. Reminder that students use the syllabus, not the COR. We ultimately can never control which edition a student purchases.</p> <p>Motion to adopt policy M Cooper S Denver. Motion carried. Officers instructed to notify De Anza senate officers and bring the draft policy to APM.</p> <p>Holcroft offered to facilitate a presentation for a future senate meeting re: grants that may be helpful in meeting our goal of lowering textbook costs for students). The state realizes that colleges need money to effectively implement the Textbook Affordability Act.</p>
b. Registration Prioritization Resolution	<p>Second read. Strong support heard from faculty, no dissent communicated to senators. District registration committee meets this week, it is expected to approve as well. Ulate presented at last PaRC meeting and PaRC asked for some modeling from David Ulate, to inform our choice(s) of alternative priorities.</p> <p>It's likely we've missed the window for Spring, and need to move in Winter quarter for Fall implementation. Send feedback and suggestions for models to our AS rep on the enrollment priorities committee, Lety Serna. In setting registration priorities, we may be able to use academic units, either earned or attempted, within last quarter or in total. In addition, considering eligibility for financial aid as indicated by Board of Governors fee waivers is a possibility. May also look at behaviors, i.e. applied for financial aid.</p> <p>In addition to institutional actions, individual faculty can have a big impact on</p>

	<p>individual students in our classrooms. It's often true that personal messages from an instructor mean much more than impersonal messages from the institution.</p> <p>M Pennington S Cooper. Resolution approved.</p>
6. New Business	
<p>a. ASCCC needs/opportunities:</p> <ol style="list-style-type: none"> <li>1) Hayward award nominations</li> <li>2) Call for proposals Instructional Design and Innovation Institute</li> <li>3) Academic Academy call for proposals</li> </ol>	<p>Holcroft presented information from ASCCC Plenary and listservs regarding opportunities available to faculty. Senators are urged to share with constituents.</p> <ol style="list-style-type: none"> <li>1) Ideally, the statewide body would like each local senate to nominate a faculty member for the Hayward Award for Excellence in Teaching. Each local senate alternates between nominating a full- and part-time faculty, and this year Foothill must nominate a full-time faculty member. Past winners from Foothill include Scott Lankford, Andy Fraknoi, Elizabeth Barkley, Mike McHargue, and Jay Manley. Application requires some work by both the senate and the applicant, so please check in with any potential nominee before submitting their name. Senators are asked to solicit nominations. We'd love to have many to choose from. There's a rubric that may help, and here's the link.  <a href="http://www.asccc.org/content/hayward-award-rubric">http://www.asccc.org/content/hayward-award-rubric</a></li> <li>2) The Instructional Design and Innovation Institute will be held in Riverside in January, and the attached PDF outlines the workshop titles. The program is extensive and richly varied. Senators are asked to share with constituents and solicit participation. ASCCC is encouraging colleges to send teams of faculty, staff, and administrators – if we have enough interest we may be able to convince our administrators to lend financial support to send a team.  <a href="http://www.asccc.org/events/2016-01-21-160000-2016-01-23-220000/2016-instructional-design-and-innovation">http://www.asccc.org/events/2016-01-21-160000-2016-01-23-220000/2016-instructional-design-and-innovation</a></li> <li>3) The Academic Academy takes place in Sacramento in March. The call for proposals is still open – please consider submitting. As with the Instructional Design Institute, we may be able to get support to send a team if enough interest. <a href="http://www.asccc.org/events/2016-03-17-150000-2016-03-20-000000/2016-academic-academy">http://www.asccc.org/events/2016-03-17-150000-2016-03-20-000000/2016-academic-academy</a></li> </ol>
<p>Committee reports</p> <ol style="list-style-type: none"> <li>a. Academic Integrity</li> <li>b. COOL: meets 11/30/15 at 10:30AM to discuss hybrid course requirements and guidelines</li> <li>c. Student Equity</li> <li>d. Professional Development</li> <li>e. Assessment and Placement Ad Hoc</li> <li>f. Curriculum</li> <li>g. Commencement</li> <li>h. PaRC</li> <li>i. Student Learning Outcome Coordinators</li> <li>j. APM/CAC</li> <li>k. Other</li> </ol>	<p>Academic Integrity Committee</p> <p>AIC is developing professional development opportunities concerning testing accommodations (Russell Wong to present), and faculty attitudes toward academic integrity (John Fox to present survey results). An exploration of new cheating technologies, possibly student-led, is also under consideration.</p> <p>Committee on Online Learning</p> <p>COOL is discussing hybrid course requirements and guidelines.</p> <p>Student Equity Workgroup</p> <p>The college has finalized our equity plan and it is on track to the state. Senators expressed desire to learn about and discuss the action steps at an upcoming senate meeting. The job announcement for the new faculty equity professional development coordinator is posted. It's a year-long 50% release time position. Interested faculty are urged to apply.</p> <p>Professional Development Committee</p> <p>A screening of "White People" with documentary filmmaker Jose Antonio Vargas is scheduled for Thursday January 14 from 1-4pm, more details to follow.</p> <p>The winter PD day is scheduled for Friday January 22 from 1-4pm, with discussions continuing afterward at First and Main. The theme is "professional</p>

	<p>practice exchange” featuring faculty and staff who’ve recently returned from professional development leave.</p> <p>There is another professional development day planned for later in the winter quarter, date TBA (speaker still being finalized).</p> <p>Assessment and Placement Ad Hoc Committee The English department will pilot a multiple measures assessment and placement project this spring, with the intent of increasing placements into college-level courses. Math and ESL departments may follow in the fall.</p> <p>Multiple measures are intended to increase student success and reduce financial and personal costs to students, as well as reduce financial costs the state. Data show using MM can improve course and degree completion rates. No assessment for placement is perfect, and the relative incidence of over- and under-placement was discussed. Research indicates that underplacement is bigger problem, though this often goes against faculty experience: over-placed students are a more obvious classroom presence, as they tend to demand instructor time and attention out of proportion to their numbers. Under-placed students, on the other hand, are not always obvious to instructors. In addition, the cost to the student for underplacement – time, money, and ultimately less chance of educational success – is of great consequence.</p> <p>It was noted that we need more full-time ESL instructors.</p> <p>College Curriculum Committee A new Interdisciplinary discipline is under consideration, to accommodate upper-division general education courses in the new BA degree in dental hygiene. CCC decided to use 300-level numbering for these and other such courses and is working on approval criteria. Please look at the Communique, and keep in mind that the entire college grants degrees, not any particular program. General education, especially, is a college-wide responsibility. We've entrusted CCC to develop criteria, but that doesn't relieve our collective responsibility. No uniform criteria exists among UCs &amp; CSUs, so our curriculum reps are doing what seems to work for us now, and especially later as more BA degrees come online. Curriculum Sheet deadline is Feb 1. Plug from counselor: be familiar with your curriculum sheet, be sure all courses are active (especially for ADTs). Local GE pattern deadline is Feb 15. Please look make sure all the courses you want to count for our local GE pattern actually do. Meeting tomorrow at 2, PCR.</p> <p>Commencement Committee Reminder that ASFC brought resolution to academic senate earlier in quarter and that resolution was sent back to ASFC for revision. ASFC has not sent revised resolution back to us yet. Transfer work group also discussed recognition of transfer students at commencement.</p> <p>Planning and Resources Committee Approved college equity plan. Discussion college mission statement. Heard from David Ulate about registration priorities data. Offered some hypotheses about the numbers of students accessing the registration before their assigned priority.</p> <p>SLO Coordinators: the SLO Committee will meet in January</p> <p>Academic and Professional Matters and the Chancellor's Advisory Committee</p>
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	have not met since last report.
Announcements (limited to 3 minutes, Senate cannot take action)	<p>The promised active shooter drill has not yet been held, with the justification of holding off until everyone's been through training.</p> <p>Faculty-wide survey from ESL concerning student speaking and listening skills received 55 substantive responses. ESL faculty found the narratives to be interesting and useful. More responses are welcome, there is no deadline.</p> <p>Debbie Lee is approaching various constituencies about the idea of changing our district calendar to celebrate holidays on the actual dates for certain holidays (e.g. Veteran's Day, Cesar Chavez).</p> <p>Academic Senate Office hours for Winter quarter will be Mondays and Wednesdays from noon-2pm in room 1929. A senate officer will be on hand to discuss any senate-related business of interest to you or your constituents.</p> <p>Women's Volleyball team hosts a match tonight with an invitation to the state tournament at stake.</p> <p>In response to a request from part-time faculty, all those with access to email distribution lists are asked to please use it judiciously, being mindful of part-time faculty needs. Always helpful is a prominent note such as, "Part-time faculty can safely disregard.</p> <p>FACCC Advocacy &amp; Policy conference is in February. Don't let PD funds run out. Last year it sold out.</p>
Adjournment	3:52PM