

**Foothill College Academic Senate Meeting Minutes**  
**Monday, April 25, 2016**  
**2:00 P.M., Toyon Room**

ITEM	ACTION
1. Call to Order	Quorum present 2:00PM. Holcroft called meeting to order :PM
2. Roll Call	<p><u>Senators Present</u>  Micaela Agyare (LRC)  Steve Batham (BSS)  Roseann Berg (PT rep '16)  Isaac Escoto (AS VP/CCC Co-ch '15)  Lauren Hickey (K A)  Carolyn Holcroft (AS President '16)  Kate Jordahl (F A)  Joanne Lopez (BHS)  David Marasco (PSME)  Kathryn Maurer (BSS)  Bruce McLeod (F A)  Richard Morasci (LA)  Patrick Morriss (AS Sec'y Treas '15)  Rosa Nguyen (PSME)  Rita O'Loughin (KA)  Katherine Schaefer (PT rep '15)  David Sauter (BHS)  Voltaire Villanueva (CNSL)</p> <p><u>Liaisons Present</u> –  Karen Erickson (Faculty Association)  Breeze Liu (ASFC President)</p> <p><u>Guests</u></p> <p><u>Senators Absent</u>  Cathy Denver (CNSL)  Scott Lankford (L A)</p> <p><u>Liaisons Absent</u>  Kurt Hueg (President's Cabinet)  Andrew LaManque (President's Cabinet)  Allison Largent (Classified Senate)</p> <p>Welcome to our new Senators for spring quarter  Joanne Lopez replacing Sarah Cooper from BHS,  David Sauter, replacing Gillian Schultz from BHS, and  Micaela Agyare, replacing Mary Thomas from the Library</p> <p>Also welcome to our new liaison to the Faculty Association,  Karen Erickson, replacing Meredith Heiser</p>
3. Approval of Minutes: April 11, 2016	Approved by consent
4. Consent Calendar	Tenure Review Committee for David McCormick (ESL) Tess Hansen to replace Diane Uyeda next year when Diane is on PDL
5. Unfinished Business	
a. Faculty service on grievance hearing panels and in due process pool	First read of two resolutions from Holcroft and Schaefer.  The purpose of a grievance hearing panel differs from that of a due process or

	<p>disciplinary panel; these resolutions define different faculty pools to serve those differing purposes. The disciplinary/due process pool will now be open to all full-time faculty and all part-time faculty with reemployment preference. The grievance pool will remain as it is, open to all full-time tenured faculty.</p> <p>Senators are asked to bring these two resolutions back to constituents for feedback.</p> <p>Language Arts senators offered a suggestion that they have found leads to greater and more meaningful faculty feedback on senate business. They place senate action items on a clipboard to be passed around department and division meetings, and also left posted in the division office. Meeting pass appears to be more effective in securing constituent feedback than the office posting as well.</p>
b. Academic senate dues for part-time faculty members	<p>First read of resolution from Shaefers, Berg, and Morriss.</p> <p>This resolution would establish Senate dues for part-time faculty at 40% of the rate applicable to full-time faculty (currently \$5 per month). The case for choosing 40% is made in the whereas clauses. The financial effect is negligible, but the deliberate support of part-time equity is evident.</p> <p>Senators are asked to bring this resolution back to constituents for feedback.</p>
c. Apprenticeship curriculum process and representation	<p>Escoto described several apprenticeship programs from the Economic Development (ED) division. Currently, the BSS division curriculum committee handles the ED division's curricular demands, even though ED division faculty do not report to the BSS dean. Maurer pointed out that the BSS division is lacking in discipline expertise to adequately review and approve curriculum. Escoto shared that several options are being discussed in the College Curriculum Committee (CCC) that are leading to questions of representational structure for that body. CCC structure needn't mirror senate structure, but the ongoing work of the ad hoc senate representation committee (Lankford, Morriss, Schaefer), could offer guidance here.</p> <p>Lamanque pointed to programs in a similar position in other divisions, for instance, the Fire Science program in BHS and some Disability Resource Center curriculum under Counseling.</p> <p>Speaking for the BSS curriculum committee, Maurer expressed desire for a new organizational model. The issue raises many challenges and questions, beginning with the fact that all ED division faculty are part-time, so are not compensated for curricular development and processing. Division curriculum representatives currently provide guidance, but course authors still must play a big role.</p> <p>Administratively, the apprenticeship programs live in the ED division. The programs operate under a different funding model, and curricular requirements from trade associations and national curricular models. But with no full-time faculty, the faculty teaching in that division do not have representation on the CCC except through BSS.</p> <p>With so many part-time faculty in the ED division, Schaefer suggested connecting ED faculty with the herself and Berg, the senators representing part-time faculty, to try to create a sense of community.</p> <p>Holcroft pointed out that in our senate program review, we asked for a stipend for a liaison to faculty teaching Career and Technical Education (CTE) courses.</p>

	<p>That position was not envisioned specifically for curriculum oversight and guidance, but someone in that role could serve as a conduit.</p> <p>Lamanque mentioned that part-time faculty member Robbie Kunkel is currently receiving a stipend to assist with ED curriculum issues.</p> <p>Maurer, McLeod, and Morriss volunteered to form an ad hoc committee to research the situation with ED curricular oversight, and to report back to senate at the May 23 meeting. It was suggested that BHS faculty members Alison Lenkeit and Brian Evans would be knowledgeable on the matter.</p>
d. Workplace violence board policy and procedure	The Faculty Association has asked the academic senate to hold off on taking a position on this proposed Board Policy and Administrative Procedure, pending a demand for negotiation on this workplace issue. FA will keep senate informed on the matter.
6. New Business	
a. Professional Development	<p>First read of resolution from Ben Stefoni, Professional Development Committee (PDC) chair.</p> <p>This resolution would recommend financially incentivizing part-time faculty to participate in college professional development activities, and describes a pilot program for doing so. Under the terms of the pilot, part-time faculty could accrue a number of professional development hours and thereby qualify for a stipend.</p> <p>The arithmetic was corrected to reflect a funding pool adequate to support 50 stipends.</p> <p>There was discussion of what professional development hours would accrue toward the stipend threshold. It may be possible to compile a list of eligible activities, or a rubric to determine whether a particular activity would qualify. Stefoni suggested that the PDC itself can address those issues and suggest a specific plan to the senate. The level of engagement on campus may be taken as an indicator of value. Activities like the reflective writing challenge are under consideration. The PDC is also considering a peer-to-peer consultation program and online professional development.</p> <p>In particular, Canvas training would be specifically disallowed from consideration for any stipend awarded under the pilot program described in this resolution. That training is required of everyone, leads to a certificate, and would by itself drain the entire suggested fund allocation.</p> <p>Stefoni pointed out that the source of the funds can be negotiated. This resolution intends to ask the college to find the money, and that the requested level of funding does not appear to be detrimental to other professional development activities.</p> <p>There were suggestions to edit the resolution to reflect the position responsible for receiving and keeping track of hours accrued.</p> <p>Senators are asked to bring this resolution back to constituents for feedback, and to forward comments to Stefoni. The PDC will prepare an edited draft for the second read at the next senate meeting.</p>
b. Proposed revised Board Policy 2410 and Procedure 2410	The flowchart for district decision-making from AP 2410 was presented. It was felt that the flowlines most pertinent to the role of the academic senates were ambiguous. On issues of faculty purview identified in Title 5 as "primary reliance," it was suggested that the approval flow should be through the

	<p>academic senates. Approval flow lines for those issues of faculty purview identified as "joint development" should flow through both the senates and the Academic and Professional Matters committee.</p> <p>Senators are asked to share the draft revisions to BP 2410 and AP 2410 with constituents.</p>
<p>7. Committee reports</p> <p><a href="http://www.foothill.edu/senate/documents/2015-16/Spring_16/April25_16_AS_Committee_Rpts.docx">http://www.foothill.edu/senate/documents/2015-16/Spring_16/April25_16_AS_Committee_Rpts.docx</a></p>	<p>Others...</p> <p>&gt; Elections committee</p> <p>Robert Cormia was suggested as elections observer, committee will contact him to confirm. Committee will coordinate with candidates Matt Low (PSME) and Donna Frankel (KA) to schedule the candidate forum.</p> <p>&gt; ASCCC Plenary session</p> <p>Motion to accept report and recommendations M Marasco S Schaefer. No objection, motion passed.</p> <p>&gt; Committee On Online Learning (COOL)</p> <p>If your course needs an accessibility review, go to COOL first! Email Judy Baker to request review of a course accessibility. All course materials made available through Canvas must be accessible.</p> <p>19.6% of Spring 2016 enrollment was through Canvas.</p> <p>COOL is working with the college's Distance Education Advisory Committee (DEAC) on Foothill's distance education plan, and is now asking faculty what should be in it? What do you want to be in the plan, what are your thoughts about distance ed? There are academic integrity issues, and COOL would like to cooperate with the Academic Integrity Committee to develop Foothill-specific modules and/or policies.</p> <p>It was suggested that COOL collaborate with the Student Equity Workgroup (SEW) to build equity values into online learning so as to work toward closing the achievement gap in online education.</p> <p>&gt; Planning and Resource Council (PaRC)</p> <p>Attached proposed functional map was presented, please share with constituents, send feedback to Holcroft.</p> <p>Lan Truong and Cleve Freeman presented the draft Transfer Center plan, please share and solicit feedback. PaRC will take action at next meeting.</p> <p>&gt; Commencement Committee</p> <p>ASFC has nominated several people for consideration to be graduation speaker. Administrators and staff included.</p>
<p>8. Announcements</p>	<p>a. Accreditation self-study teams forming – Check for email from Andrea Hanstein. Please volunteer! Being on a team does not mean you'll have to write the report :)</p> <p>b. Please complete the planning structure survey (deadline May 1). Look for email from Justin Schultz for the Office of President. Please provide input on college planning processes.</p>

	<p>c. Courageous Conversations – May 26 &amp; 27. Please recruit faculty leaders to attend.</p> <p>d. Julie Horst, (part-time librarian) has prepared a guide to Open Educational Resources: <a href="http://libguides.foothill.edu/OER">http://libguides.foothill.edu/OER</a>. Find tips on how to develop, where to find, and how to adopt them under "Links for Faculty"</p> <p>e. The Academic Senate welcomes incoming Foothill College President Thuy Thi Nguyen.</p> <p>f. At the Spring Plenary meeting of the ASCCC, history instructor Dolores Davison was elected as Secretary. Cleavon Freeman of Berkeley City College will serve as Area B representative.</p> <p>g. Part-time faculty can contact Berg or Schaefer to join the Google group for part-time faculty. Contact <a href="mailto:bergroseann@foothill.edu">bergroseann &lt;at&gt; foothill &lt;dot&gt; edu</a> or <a href="mailto:schaeferkatherine@foothill.edu">schaeferkatherine &lt;at&gt; foothill &lt;dot&gt; edu</a>.</p> <p>h. Physics department faculty hosted the meeting of the American Association of Physics Teachers last weekend. Over 100 teachers attended, with keynote delivered by Nobel Laureate Carl Lyman.</p> <p>i. Scholar-athlete night is May 26 in the cafeteria. 6ish.</p> <p>j. Tenure review coordinator Falk Cammin has requested tenured faculty to serve on tenure grievance hearing panels. Marasco and McLeod volunteered.</p> <p>k. There are many opportunities for statewide work through ASCCC committees. Check out <a href="http://asccc.org/communities/committees">http://asccc.org/communities/committees</a>. Click any link that interests you and email the chair. They'd love to hear from you!</p>
9. Adjournment	3:59 PM