Foothill & District Academic Senate Minutes May 24, 2021

Part 1 – Foothill Academic Senate Meeting

#'s represent items numbered on the Agenda

1. Meeting called to order at 2:02 p.m.

2. Roll call

Executive Committee
Kathryn Maurer (President)
Eric Kuehnl (Vice President)
Robert Cormia (Sec/Treas)
Alexis Aguilar
Brian Murphy (absent)
Cara Miyasaki
David Marasco
David McCormick (absent)
Dixie Macias
Donna Frankel
Farima Fakoor

Jordan Fong
Kerri Ryer
Mary Thomas
Matthew Litrus
Milissa Carey
Mimi Overton
Rachelle Campbell
Rita O'Loughlin
Stephanie Chan
Tracee Cunningham
Voltaire Villanueva
Senate Liaisons

Carolyn Holcroft
John Fox
Josh Pelletier (absent)
Kristy Lisle
Kurt Hueg
Abhiraj Muhar
Guests
Eric Reed
Warren Voyce
Chris Chavez
Roosevelt Charles
Ben Stefonik

3. Agenda was approved by consensus. The May 10th minutes were adopted by consensus.

4. No public comment

5. Consent calendar appointments – reviewed. The Faculty Association would like two faculty to serve on the committee to look into class size. Kathryn Mauer and Che Meneses were added to this committee. Three faculty were added to the search committee for the full time tenure track faculty in Veterinary technology. There's a possibility of having a second faculty from Foothill College participate on the police committee that David Marasco serves on. Also looking for appointing to Affordable Housing District committee. The Consent calendar was approved by consensus. Kathryn asked that we please share it with our division faculty.

6. Shared Governance Updates:

Kathryn shared that there wasn't time at this meeting to discuss updates to the letter to President Nguyen, we will talk about this at the June 7th meeting, and she will also send out with the minutes an updated table with status of all the asks.

<u>Return to campus</u>

Kristy gave an update on Return to Campus. The last update from Santa Clara County gives us the ability to not follow social distancing as a requirement. If faculty want to come back to do F2F classes, no forms or social distancing will be required. She asserted that we want to do things for our students, but faculty need to be comfortable coming back to campus. She acknowledged that this is difficult and fast, but it would be good to "get back to normal".

Warren Voyce, also updating the Senate from the RTC council, brought information about making decisions. He reminded us that we agreed to bring back the in person Allied Health graduation. Many things were already approved by the council, we are now working with the deans, who are working with the faculty. Warren stated that the process is being followed, and there is an ability for faculty to bring their voice into the process.

Kathryn shared that there were a lot of changes made last week, Senate Leaders and FA met on Friday afternoon to discuss communication around the changes that were made last week, and who has authority to make decisions. Faculty felt they were not included in the process, which prompted a letter sent to Chancellor Miner and the College Presidents and VPI's.

John Fox spoke about worker safety as part of the FA purview, and saying that just because something was allowed doesn't mean that we should rush into it, and that faculty weren't consulted as decisions were made. Kathryn stated that faculty have a role in choosing modality, and there is a big difference in modality from division to division, which makes it a Senate issue.

Foothill De Anza Housing Task Force

Eric Reed spoke about the District Affordable Housing Task Force and presented the charter. Affordable housing sites are being explored, and topics to keep in consideration include equity, access, and success, proximity to transportation, and healthcare. The cost of housing, rent, etc. are driving the need to find housing solutions for students, staff, and faculty. Representatives from Foothill and De Anza participate in this effort. The context is that we passed Measure G a little over a year ago, and have $200 million set aside to develop affordable housing.

7. Senate Constitution & By-Laws
Kathryn said we're at our final meeting for discussion of the constitution and review of the topics that will appear on the ballot. We've had discussion over the last three meetings and we need approval of the entire draft of the constitution, for the ballot, but there are two different versions, V1 and V2. She discussed the role of the administrative liaisons for the past 5 years, who have had at least one administrator (Kristy and/or Kurt) on the executive committee, who receive updates (agenda, documents) but are not mentioned in the current constitution. At the May 10th meeting, the Exec Committee voted to not add these administrator liaison positions as voting members of the Exec Committee, while moving to add others namely the ASFC President, Classified Senate President, Faculty Professional Development Coordinator and Faculty Chair of COOL, all as voting members. Although Exec moved to not make admin liaisons voting members, what we didn't discuss was whether or not to add them as non-voting members (i.e. with an advisory vote), and that's what we need to clarify today to approve the entire draft of the constitution that faculty will ratify in the general election starting Wednesday.

Kathryn said as President she would be more comfortable having the roles of (liaisons) non-voting members with an advisory vote. Formalizing their roles, but without explicit voting rights. Robert and Mary spoke about the importance of administrative voice and wanted that collaboration. Alexis read comments from faculty in the BSS division: having administrative liaisons is important, but the role of administrators hasn't always been supportive. Alexis shared results from the pole, 33% yes, 33 % no, and 33 % no opinion with respect to administrative liaison vote. One senator asserted the importance of looking toward the future, building bridges, and extending an olive branch to the administration.

Stephanie Chan moved to adopt the language regarding the liaisons in version V1 (formalizing role of admin liaisons as non-voting members). 2nd by Senator Carey. Unanimous vote (17 Yes). Kathryn then instructed senate to bring forward any remaining comments about proposed amendments that had not already been approved by the Exec Committee. Donna Frankel mentioned there being 51 faculty in DRC/VRC, and only one executive committee vote, would it be warranted to have an additional senator. Kathryn reminded the senate that Exec already voted to approve division representation, so next opportunity to discuss would be next year. A motion was made to approve all proposed amendments to the constitution in V1 for the ballot. Mary Thomas first, Melisa Carey seconded, passed with 18 yes (unanimous).

8. Elections Update & Candidate Selection. Kathryn then spoke about the candidates running for various positions – and the different eligibility criteria. Mary Thomas (co chair) of the election committee discussed the slate of candidates. For the VP position, we proposed to separate the positions into the curriculum co-chair, and executive vice president. Eric Kuehnl will run unopposed for curriculum co-chair. Paul Starer and Laura Gamez, who would both be eligible under the new rules, are running for executive VP.

We then reviewed the tenure (service) for the part-time faculty position. Ileana has served for two quarters, Angelica for three quarters, Paul Glanting for three quarters, and Ellen Judd for three quarters, Thomas Meridith is employed this spring, scheduled to teach in the summer. Given that all of the eligibility criteria are up for vote, we should go forward with the election, and the full slate of candidates, and decide the winner based on votes at the next meeting. A motion was made to approve all the candidates for the part time representative - Donna Frankel first and seconded by Farima Fakoor. The vote was unanimous with 17 yes votes.

Keri will launch the election Wednesday and it will run for 10 days. Kerri showed the new [Elections 2021 website](#), mirroring how the ballot will be all chunked up. There will be two elections, one for P/T faculty who vote on the P/T position, and one for all voters (full and part-time faculty), who won't see the P/T position. The Constitution changes are marked in red. There will be an Elections Q&A forum on Tuesday afternoon.

9. Mental health awareness resolution brought back for a third read (and action).
There were two new whereas clauses added to the new [draft resolution](#). Jordan shared comments from some division faculty: is the Senate making a statement that no other students are having issues? If we continue to separate students based on race, we'll continue to create inequity. Tracee commented that all students have issues, and this wasn't meant to exclude them. This resolution was a response to the open letter to governance. Kathryn agreed that this resolution does respond to the student letter. There are professional development opportunities to help faculty understand why this resolution is needed. Alexis talked about the trauma that black students were feeling a year ago. A year later, the anti-Asian hate has become a real issue, and there are plans to look at the drafting of another resolution.

Dixie talked about including all races and ethnicities in a (the) resolution. David Marasco moved to approve the resolution as written, seconded by Stephanie Chan. The motion passed unanimously 20-0. Kathryn reminded Senators that resolutions are shared with Chancellor and the board of trustees.

10. OER update & resolution. Carolyn is the local Open Educational Resource (OER) rep. Quite a bit of work on OER has been happening at Foothill for a while, but it can take a big commitment on the part of a faculty member to adopt and OER resource. Carolyn presented a

[draft senate resolutions on OER](#), that helps address the need, and what resources the college might invest to make this happen. Carolyn mentioned that adopting and curating OER's is a tremendous amount of work, and should include reassigned time (stipends) and other types of compensation for faculty involved in this effort.

Goal is to make OER as easy for faculty to adopt as possible. She spoke about acting with intentionality to work with software like CourseLeaf - to create an OER inventory first for compliance with reporting, and second about how to think about how to include and create OERs. Importance of taking into account momentum at the state level. Mary Thomas spoke about the importance of both of the resolutions to support faculty and not demand anything.

Kathryn reminded the group that these resolutions are an outgrowth of the data we collected a couple of months ago, and Carolyn reaffirmed that they aren't meant to force faculty into OER. There are a lot of options out there of OER, and there's an important equity impact. This is just a first read, no action today, will bring it back on June 7th for action. Question was asked about what was an OER, could it be a book, digital or physical? If it's a resource, could it be physical or digital (Carolyn replied it was almost always digital). The library has a list of resources that are available. Comments about OpenStax and other resources. Kathryn proposed that we will convert the two draft resolutions into the format that we typically include, and bring back for a second read on June 7th.

11. Check-In Owl Scholars/Starfish Expansion. Kathryn reminded group about a month ago there was a presentation by Owl scholars (Starfish) identifying [the process](#) by which faculty in all instructional areas can refer students who need some extra support. Maxient is still the reporting system for discipline or mental health referrals, and we are working on some documentation that help direct faculty as to which system to use. Kathryn asked for any feedback from constituents, especially if anyone has started using it. Voltaire commented about an experience helping students learn how to talk with teachers, practice and rehearse. Faculty commented about how referrals through Starfish resulted in students responding. Chris Chavez demonstrated a new Canvas he is developing to provide guides about how to make referrals in Starfish. A group consisting of Kathryn, Stephanie, Chris, Dokesha and Roosevelt continue to work over summer to get this ready for broader roll out in fall.

12. Proctorio Discontinuance & Online Proctoring Resolutions. The Proctorio software license has been provided up until now free of charge to Foothill via the Online Education Initiative (OEI). This license is being discontinued, and if Foothill were to pick it up on our own, it would result in something like a $50,000 price tag. Kerri discussed discussions at COOL and a working group brought forward a draft senate resolution for consideration to not invest in Proctorio or other online proctoring software due to many concerns, including privacy issues and major equity issues resulting from the facial recognition software that it uses. There was also concern about capturing images from the backgrounds. Additionally, COOL was concerned about Proctorio's ethics when they presented inaccurate data on Foothill usage that was collected from a semester college and not a quarter system (us). Kathryn reminded the senate that this resolution isn't about Academic Senate funding Proctorio, as we do not have a budget that we control, but instead it is about asking for a senate position that could inform the Office of Instruction/Online Learning in the prioritization of their budget, and Kristy confirmed that this would be the case (the desire to get guidance from the senate on this type of investment).

Ben Stefonik talked about the benefits of a browser lockdown feature. He also expressed concdern about the process followed in COOL to develop this proposal, resulting in not enough

time for a first and second read, the need for refining the technical components such as separating browser lockdown from facial recognition. Ben commented that would have liked to have seen other assessment tools used or mentioned in this discussion and resolution. Kerri commented that if this software expires, COOL did acknowledge that some faculty currently using this software might be left hanging and or doing a lot of work to find a solution, and so the resolution also calls for offering immediately professional development support for these faculty. We will bring back this resolution for a second read/action on June 7th. Ben asked if it would still be possible to propose amendments, and Kathryn affirmed that it would be.

13. New Placement Process. Given the time (end of the meeting), Kathryn asked that the executive committee to look at a memo on (assessment and evaluation) and to let her know if there are any questions or concerns. She acknowledged needing the Senators' help assessing the impact of this memo, and if senate should raise any questions or concerns.

14. Announcements (for the good of the order)
- P/T faculty event is this Friday, only 20 people have signed up
- Carolyn talked about synchronous Professional Development events July 12-14 with three separate tracks (assessment, equity and inclusion (POKR), the last is hybrid/high-flex)

15. Next and final regular meeting is the 7th of June. Meeting was adjourned at 4:05 p.m. (with announcements)