

**Foothill College Academic Senate Retreat**  
**June 16, 2025 | 2:00–4:00 PM**  
**Krause Center for Innovation (KCI), Room 4006**

**1. Welcome and Opening Reflection**

The retreat began at 2:03 p.m. with a welcome and expressions of gratitude to attendees for participating in shared governance work during the academic year. The facilitator acknowledged the depth of engagement throughout the spring and the hard work already done by the Senate.

The group reflected on the importance of using this time to think collectively about priorities, workload distribution, and ways to improve structures for the upcoming year. It was noted that the Senate has a responsibility to advocate for faculty while modeling inclusive practices.

**2. Review of Senate's 2024–25 Priorities and Accomplishments**

Attendees revisited the Senate's standing priorities, including:

- Equitable teaching and learning practices
- Faculty hiring and onboarding
- Strategic planning and fiscal stewardship
- Participatory governance and voice
- Enrollment, retention, and student support
- Accreditation and continuous improvement

The priorities and accomplishments were reviewed in connection with existing committee structures and standing roles. There was general consensus to keep the current framework, with minor updates to acknowledge areas that now require broader attention—particularly sustainability and accreditation-related efforts. No formal vote was taken; input was collected for integration into a working version to be shared in fall.

**3. Senate Survey Results: Reflections and Dialogue**

Survey results from spring 2025 were presented and discussed. The survey included reflections on Senate meeting structure, representation, sense of belonging, and workload.

Key takeaways from the discussion included:

- A desire for more intentional space during meetings for shared learning, reflection, and collective planning.

- Recognition that while the Senate plays an important role in policy and governance, it must also be a place for mutual support and professional growth.
- Feedback that not all faculty feel seen or heard in current meeting formats—particularly part-time and non-credit faculty.
- The use of technology, especially AI for minutes, Zoom, and specifically Zoom recordings, can make some meeting participants feel less “safe” in participating.

The group touched on the limitations of surveys and digital tools in capturing lived experiences. There was acknowledgment of the need to balance transparency with safety—particularly when marginalized voices may be less willing to speak candidly in recorded or overly formal settings.

#### **4. AI, Minutes, and Psychological Safety**

A significant portion of the retreat focused on how meeting documentation practices intersect with trust and accessibility. Concerns were shared about the use of AI-generated minutes, particularly:

- Overly detailed reconstructions of conversations that may misrepresent intent or tone.
- Unintended surveillance created by Zoom recordings, especially for undocumented or vulnerable individuals.
- A tendency toward perfectionism in documentation that can stifle open dialogue, and the errors in the minutes, i.e., a strong sentiment that AI did not lead to more accurate minutes.

The facilitator acknowledged these concerns, noting that the goal of using AI had been to improve clarity, not to undermine trust. Moving forward, the Senate will reassess how minutes are created—emphasizing summaries over transcripts and ensuring that individuals feel empowered to participate without fear of misquotation. There was support for moving toward a more “bullet-style” or reflective minute format, highlighting motions, key ideas, and next steps—without trying to capture every word or speaker.

#### **5. Committee Updates and Fall Planning**

Several standing and ad hoc committee updates were shared, including:

- Progress on Institutional Learning Outcomes (ILOs)
- Continued review of grading policies and resource allocation frameworks
- Accreditation-related documents and timelines
- Early planning for Fall 2025 Flex Day and Senate Retreat

The facilitator noted the importance of early alignment between Senate leadership, college leadership, and governance committees to prevent duplication of work and ensure that faculty voices are included in early drafts of institutional planning documents.

There was general agreement to revisit the Senate's structure and meeting cadence in fall quarter to better support distributed leadership and reduce reliance on a small number of faculty leaders.

## **6. Closing Circle and Reflections**

To conclude the retreat, attendees shared brief reflections about what they were carrying into the summer and the year ahead. Themes included:

- Gratitude for community and solidarity
- Recognition of the emotional labor of shared governance
- Hope for continued collaboration, transparency, and inclusive practice

The meeting adjourned informally at 4:03 p.m. with light conversation and camaraderie.

Stephanie Chan

Michael Chang

Tracee Cunningham (Zoom)

Hilary Gomes

Evan Gilstrap

Katie Ha

Carolyn Holcroft

Fatima Jinnah

Ben Kaupp

Eric Kuehn

Don Mac Neil

David Morasco

Patrick Morriss

Allison Meezan

Rita O'Laughlin

Jeremy Peters

Destiny Rivera

Mona Rowal (Zoom)

Jennifer Sinclair

Voltaire Villanueva

Lynette Vega