

Foothill Academic Senate Agenda
October 27, 2008, 2:00-4:00pm, Toyon Room

President:	Dolores Davison 10	Bio & Health Sci:	Karl Peter 10	Language Arts:	Rosemary Arca
Vice President:	C. Holcroft-Burns 10				Jordana Finneg
Secretary/Treasurer:	Tess Hansen 09	Business & Soc. Sci:	Mari Huerta 09	Library Sciences:	Karen Kieffer C
Curric. Co-Chair:	C. Holcroft-Burns 10		Brian Evans 10		
Student Liaison		Counseling:	Tobias Nava 09	PE & Human Perf:	Shanan Rosenb
					Dixie Macias 09
Adjunct Faculty	Donna Frankel 09	CTIS:	Mike Murphy 10	PSME:	David Marasco
			Sandi Watkins 09		Patrick Morriss
Adaptive Learning:	Don McNeil 10	Fine Arts &	Kate Jordahl 10	FA Liaison	Nicole Gray
	Ernie Schmidt 09	Communication:	Bruce McLeod 10		

2:00 – 2:15	Call To Order Announcements – (General) Approval of Minutes Consent Calendar see page two	Action Action
	Action & Information Items:	
2:15 -- 2:30	Scheduling Committee Report –	Information/Discussion
2:30 – 2:45	Marasco/Kieffer Gillette	
2:45 – 2:55	Curriculum Update – Holcroft-Burns	Information
	College Curriculum Committee moratorium – Holcroft-Burns	Action
2:55 – 3:15	Textbook Statement – Davison	Information/Discussion
3:15 – 3:30	Updates from Area B/Board Meeting – Davison/Hansen	Information/Discussion
3:30 – 3:40	Joint Senate Officers Meeting – Davison/Holcroft-Burns/Hansen	Information/Discussion
3:40-- 3:50	Food Service and Student Success--Huerta	Information/Discussion

Announcements –

Still need an at large member for Academic Council

Possible PD presentation?

Online Grades and Timeline

Senate Meetings, Fall 2008

September 29

October 13

October 27

November 3 (tentative)

November 17

December 1

Consent Calendar—

Grievance Hearing Pool—Natalia Menendez, Joy Crevier

Travel and Conference Funds Committee – Sue Wang

At Large TRC – Mike Murphy, Patrick Morriss

NCCC – Ali Khejjou

Hiring Committee: Dean of Language Arts

Anne Paye, Richard Morasci, Patricia Crespo-Martin

Senate Minutes

Minutes – Academic Senate

October 13, 2008

Members Present:

Dolores Davison, Carolyn Holcroft-Burns, Tess Hansen, Donna Frankel, Don McNeil, Ernie Schmidt, Karl Peter, Mari Huerta, Brian Evans, Tobias Nava, Mike Murphy, Sandi Watkins, Kate Jordahl, Jordana Finnegan, Rosemary Arca, Karen Gillette, Shanan Rosenberg, David Marasco, Patrick Morriss, Kurt Hueg (Cabinet Liaison)

Members Absent:

Bruce McLeod, Dixie Macias

Guests:

Judy Miner, Pat Hyland, Marsha Kelly

Dolores Davison called the meeting to order at 2:03 pm.

Announcements

1. Kurt Hueg announced that a technology task force is being formed and needs 3 faculty members to serve. The committee will deal with issues from the ETAC committee on a college-wide basis. Specifically, the committee will be discussing EIS implementation and serve as a forum for feedback to the project directors as the district implements the new EIS system. Interested faculty should email Kurt.
2. Foothill will be a host for the League of Innovation held in Reno this March. Volunteers are needed to provide conference goers with information, directions, etc. The conference fee will be waived for those who volunteer. Interested faculty should email Kurt Hueg.
3. Members are needed for the following committees
 - Academic Council
 - Grievance Hearing Panels

- Scheduling Committee
- Travel and Conference Funds Committee

Faculty interested in serving should email Dolores.

4. The new temporary faculty and staff lounge is ready for use. Pat Hyland's office is hosting a pizza party on Thursday from 11:30-1:30.
5. Dolores announced that Nicole Gray will serve as FA liaison for the year starting Winter Quarter. FA will send a representative to any Fall Quarter meetings when FA issues appear on the agenda.

Approval of Minutes

M/S Approval of minutes as amended from September 29, 2008, meeting. Unanimously approved.

Consent Calendar

M/S approval of consent calendar as listed below. Unanimously approved.

Tenure Review Committees

Candidate	Core Committee
Sarah De Los Santos	Rick Martinez
Don MacNeil	Mary Hawkins

COOL Committee

Allison Lenkeit Meezan
 Kate Jordahl
 Michael Loceff

Non Credit Curriculum Committee

Andy Lee, Chair
 LeeAnn Osterdock, Bio
 Sharon Hack, BSS
 Verley O'Neal, CIS
 Don MacNeil, APE/MC
 Lety Serna, Basic Skills Initiative
 Jeanne Thomas, CD/BSS
 Rita Wong, LA

Grievance Panel

Patrick Morriss
 David Marasco

Mari Huerta

Other Committees

Hiring Committee, VP, Instruction and Institutional Research, Ron Oburn

Action & Information

1. Welcome -- Judy Miner

Judy opened her comments by inviting faculty to come to her office at any time with comments and suggestions. She covered the following topics:

Budget – Judy was pleased to announce that we have enough one-time dollars saved to be able to maintain our level of services with feeling the budget cuts from Sacramento. We're also able to preserve money from our "B" budgets.

Lottery Money – Judy announced that we would be getting less money than last year but not a severe decrease. We should know about the timeline for receiving the money by next week. Critical purchases can be paid for out of a program's "B" budget and then transfer lottery funds when received.

Embedded Hour – the college received an advisory form the State Chancellor's Office about collected FTES on TBA (unloaded) hours. The planned response is to have both colleges look and the regulation language to determine what activities fit or need to be adjusted to fit. This joint meeting will take place in the beginning of November as the changes need to be in place for winter. **No changes to courses in the schedule are anticipated.** Judy assured the Senate that should we lose some funding, we are still in a good place given our projected growth for the year.

Non Credit Courses – We currently have 2 non credit courses in place at the Middlefield Campus: one basic skills course for students at Palo Alto Adult Education and a non credit parenting course. In the winter, we'll be offering an emergency preparedness course in response to neighborhood residents' requests.

ESL Courses – The ESL department has had a steady decline in credit enrollment. The department is undergoing serious evaluation of the program. While Judy indicated that there might be the possibility for non-credit courses, she emphasized that the curriculum will always be faculty-driven.

Sustainability – In response to a question, Judy mentioned that there are currently no plans to hire additional groundskeepers and that, in fact, we are currently at the same ratio of grounds/custodial staff to square footage as we had in 1998. As far as adding a horticulture faculty member, Judy announced that requests for faculty positions go through the specific process set by Roundtable and Ed Resources Committee.

Judy closed by thanking senators for their service and reminding the senate of her open door policy.

1. Safety/Mass Communications

Marsha Kelly announced to the senate that a plan is being made for mass communication within the District in the event of an emergency. She said the overarching goal of the plan is to protect the safety of staff and students.

Marsha is in charge of central coordination, and Fred Sherman is in charge of the technology.

The plan is to be able to communicate rapidly to a large group of people using multiple methods and locations. Some of these methods include:

- Phone contacts
- Shadow website on a remote location if the college server is down
- Megaphones
- Carillon in bell tower at De Anza
- 89.7 radio broadcast (with plans to look into 1610 station)
- Signage
- Comprehensive communication system using voicemail, email, and text messaging. The Board approved using ConnectEd to guide this project with implementation by the end of the year.
- Forming an Emergency Operations Center

Senators made some suggestions on how to increase the safety, including having doors that lock from the inside and phones in all classrooms.

Daphne will be invited to a Senate meeting to discuss the faculty recourse in the event of threats by students.

Dolores suggested that Marsha include a faculty member on the committee developing the mass communications plan.

2. Teaching and Learning Committee Report

Dolores will send an executive summary of the lengthy report to senators. Highlights from the report include:

- Most faculty think that professional development isn't really professional development. Instead faculty have referred to professional development as "jumping through hoops."
- Faculty feel a sense of isolation from each other and are looking for more faculty interaction
- The tenure process is not seen as a professional development activity.

- PGA credit seems arbitrary.

Dolores's suggestion is that a committee be created to look at how professional takes place on the campus and how to make it more rewarding for faculty. Senators are asked to disseminate the report to their constituents, direct them to the recommendations, and find volunteers willing to serve on this new staff development committee.

One senator mentioned that faculty need to take ownership of professional development at the college. Dolores reminded us that professional development is a faculty reliance issue and that it is our job to help create a culture of professional development on the campus.

One senator wondered if the Senate could sponsor professional development activities given the surplus budget.

One senator commented on the danger of seeing every professional development activity as having a monetary reward. There are various rewards to activities that go beyond monetary.

One senator reminded the Senate that part timers need to be part of any discussion of professional development.

Faculty interested in serving on this new committee should contact Dolores.

3. Statewide Resolutions

The most controversial resolutions are likely to be 9.03 "Defining the Associates of Arts and Associate of Science Degrees" and 21.01 "Information Competency and Career Success." Dolores will get the resolutions to senators after the Area B meeting for response.

4. Curriculum Update

Carolyn announced that the disciplines list is at the end of the two-year cycle and will be reviewed. Proposed changes will be voted on at the Spring Plenary. There are proposed changes to the political science discipline and proposals to add two new disciplines in Speech Language Pathology and Biotechnology. Senators were asked to contact their CCC reps to review copies of the proposals.

The College Curriculum Committee decided to sustain the moratorium on approving new courses for GE until the whole package is completed. Much discussion followed regarding this decision. **Senators would like to see an absolute deadline for completion of the remaining three areas the beginning of Spring Quarter. (to be brought as an action item to the next meeting.)**

5. CAC Update

Dolores announced that the textbook statement from the board is being met with resistance from all faculty groups. FA and both Senates are asking that the statement be pulled from the October 20 board meeting. Faculty are encouraged to read the statement to understand the objections to the language.

Dolores Davison adjourned the meeting at 4:02 pm.

Submitted by Tess Hansen, October 16, 2008.