

Academic Senate Minutes

April 28, 2014

Meeting called to order at 2:00 p.m.

Members present: Dolores Davison (President), Isaac Escoto (Vice-President/CCC Chair), , Katherine Schaefer (Adjunct Faculty), Roseann Berg (BHS), Steve Batham (BSS), Lisa Drake (BSS), Tobias Nava (CNSL), Kate Jordahl (FA), Don MacNeil (KA), Rich Morasci (LA), Mary Thomas (LRC), David Marasco (PSME), Patrick Morriss (PSME), Meredith Heiser (FA Liaison), Kacy Takamoto (LA) Craig Gawlick (Classified Liaison) Meredith Heiser (FA Liaison), Kimberlee Messina (Cabinet Liaison) Katy Ripp (KA) Adiel Velazquez (Student Liaison)

Absent Jamie Orr (Adjunct Faculty), Robert Cormia (Secretary/Treasurer), Janis Stephenson (FA)

Guests: Debbie Lee

Roll call - Davison

New Academic Senator, Kacy Takamoto, English was introduced.

Agenda was approved by consensus

Approval of minutes from April 21. March 10th (add Steve Batham to March 21<sup>th</sup> attendance) (Marasco and Batham) approved.

Consent calendar with addition of Kacy Takamoto, as Senator from English. Consent calendar approved (Morriss and Batham).

Item 1: President's Report: Ten (10) new tenure committees and we need at large members. Must be tenured and full time; from outside the division of the position. Those not currently serving on a tenure committee as an at-large member will get first chance at positions. If a faculty member has never served on a tenure committee, they must attend the training on district flex day in September; such training must be updated every three (3) years. Seven (7) faculty will be leaving the Faculty Senate at the end of this year; each division gets two senator serving alternating 2-year terms; please let the senate president know the new senators so that they can be included in the end of the year retreat. (Retreat will be held on June 20<sup>th</sup> at the home of Bruce McLeod.) Current President, Dolores Davison's last meeting will be on Monday, June 16. The new president, Carolyn Holcroft and the cabinet will run the end of year retreat/planning session. (Davison noted that she will be serving on Faculty Development and other committees at the state-wide Senate Level.)

Item 2: Committee reports: Academic integrity – AI will not be doing opening day. No other news. COOL is hosting "Beyond the Text Box" Online teaching showcase on May 16 in the Toyon Room from 9-12 noon. Commencement reported that the list of speakers is going forward; there is an increase in student participation due to transfer degrees. There will be a slight change in seating arrangements and ceremony will start at 6:30 pm due to conflict with finals. Curriculum Committee confirmed 50% course residence for certificates of achievement. (Degrees require 18 units residency.) Lecture/Lab category is being discontinued moving forward; do not use this category in future; The Office of Instruction is

discussing how to facilitate transition to only lab and lecture class categories; There were also discussions about stackable certificates (small CTE certificates). In PaRC, There was discussion of the Program review documents and prioritization of faculty positions. The top rankings of positions from the Vice Presidents are: TOP Art history, Librarian extended to 11 months, Philosophy, Business, English generalist, Computer scientist, Counselor (vets/drc), Studio art, Publications librarian, Economics, Head foothill ball coach and counselor. Foothill College is well over our faculty obligation number for the state; we might get four (4) positions for 2014-15. A senator mentioned that Chemistry had a failed search; no one was sure what will happen with this. Most of PaRC meeting was taken up with program review; there were seven (7) yellows warning to departments primarily for incomplete data, enrollments that were significantly down and concerns for the viability of program. The emergency math hire was discussed. It was not clear how this would affect Foothill placement on the getting new positions in 2014-2015. Victor Tam was announcement as interim dean of PSME. A senator asked about the policies for handling low enrollment and what the college is doing about this. VP Kimberlee Messina noted that the college as a whole and the state as a whole are seeing a down turn in enrollment due to less K-12 students; Math is up; English is up; ESL was down; they identified that they did not have enough in entry level and so developed non-credit options. There are things that are external out of our control; there are things in our control. Some classes are taken for fun; some are for requirement; faculty should review their own program with a view to state and institutional, and programmatic sides of the college. The buses that come to campus with ads for DeAnza College were mentioned; in response, the May 1<sup>st</sup> start of the new marketing director was discussed. The past practice of class planning for maximum WSCH has been replaced by a need for productivity; small classes will be cancelled. It was mentioned that the 20 student rule is still our practice.

The success of the Equity/Professional Development day was mentioned; Next PD meeting is Thursday; due to the PD day and the guest speaker, President Miner has decided that next year's opening day theme will be equity.

"Online Education Initiative" Grant is moving forward on a search for an executive director; Position hired and filled by July 1. Then the OEI will start on filling the other positions Chief Academic Affairs Officer for the Online Education Initiative, Chief Student Services Officer for the Online Education Initiative and Director of Strategic Planning and Operations for the Online Education Initiative. These are likely to be summer hires and it is important to have faculty on these committees. We need faculty in the summer to serve on these committees - - since the other committee members are not teachers or have not taught in a long time.

Latest on the Baccalaureate degree. There will only be 15 districts to pilot these degrees and they will only be allowed to offer one degree each.

Davison shared that this coming year Foothill has the responsibility of filling the District Academic Senate President positions. Qualified for this position (by having been a senate officer in the required time frame) are Carolyn Holcroft, Bob Cormia, Dolores Davison and Isaac Escotto. It has been proposed that Escotto will be the 2014-15 District Academic Senate President. Position begins on October 1. (Thomas/ Marasco) Approved.

Debbie Lee was the guest speaker about the final exam schedule - - Scheduling committee reformed this year with members from all concerned groups. She presented a possible pattern for 5 days and adding spaces for proctored exams and online exams. It was thought that we had to be in line with DeAnza; this is not the case, but it is according to FA a negotiated item. The presented calendar is a possible 5-day solution. Going to a 5 day exam schedule needs to be ratified by faculty.

KA division Report. Don MacNeil and Katy Ripp reported that the KA division dean is leaving very soon to move to another college on semesters. There has been discussion with the VP about what to do; and possible that KA will become part of Fine Arts, with Athletics under an Athletics Director. The Faculty of the division do not agree. They want to keep KA and AD together. Concerns include logistical aspects of who faculty would report to when the roles of coach and teacher are mixed? This division has had three deans in a very short time and experienced significant changes with repeatability rule changes and other shifts in enrollments and regulations. Faculty expressed their concern that the transfer degrees and certificate degrees that are moving forward would be supported and that KA runs 12 months per year. They expressed their preference for putting an interim dean in place until there can be thoughtful process about where the division is and where it should be going. Faculty want to grow the enrolment, increase productivity, then go out again to hire a dean/AD. There was also concern expressed about their representation on the Academic Senate, if absorbed. Another senator noted that the by-laws currently keep the senate membership at 2005 pattern despite division mergers. There was a comparison of the Library merge with English. In this case, the Library and English ended up being separate divisions reporting to one dean. Kimberlee Messina stated that the process is still in discussion and President's Cabinet will discuss this at their next meeting. Senators expressed the concern that this could become a permanent change without any faculty feedback or thoughts in the process. Kimberlee Messina commented that with the sudden vacancy of the dean position, the president was evaluating the organizational structure. There are many factors including the dramatic reduction in the size of the instructional program and the FTES, as well as the effectiveness of the combined dean/AD. Ripp and MacNeil expressed that this has been a perfect storm and that KA has imaginative people who want to improve their division and work on both curriculum and productivity. It was suggested that KA talk to the Librarians about their experiences in the transition to their new dean and consider that if the KA faculty want the Academic senate take any action, they need to come with a proposal. A senator talked about the role of a dean at our college and the role of a director and the possibility that this could work if the right director was found. Another talked about strategic adaptation and the pain of the organizational transition. KA senators stated it has all happened so quickly, they were not sure what to do, but they would report back.

Meeting was adjourned at 3:36 pm