

Foothill College Academic Senate Meeting Minutes – February 10, 2025
Krause Center for Innovation (Room 4006) and via Zoom

Call to Order and Roll Call

Senate President **Voltaire Villanueva** called the meeting to order at **2:02 p.m.** Secretary **Robert Cormia** conducted the roll call, confirming that a **quorum was established**. Villanueva acknowledged faculty attending in person in 4006 and on Zoom.

Adoption of the Agenda

Villanueva presented the agenda for approval.

- **Motion:** Ben Kaupp moved to adopt the agenda.
 - **Second:** Allison Lenkeit Meezan seconded.
 - The motion was **approved by consensus**.
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Public Comment

- **ICE Resource Distribution:** Stacy Gleixner distributed **ICE-related handouts** to faculty, outlining available **legal and student support resources** for undocumented students. The materials were designed to **help faculty respond appropriately** in case of an enforcement situation.
 - **Announcement from Ajani Byrd:** Art of Community Book Talk with Dr. Oiyen Poon In-person and on Zoom from 12pm to 1pm.
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Approval of January 27, 2025, Meeting Minutes

The **minutes from January 27, 2025** were reviewed and presented for approval. There were no additions or suggestions for amendment.

- **Motion:** Ben Kaupp moved to approve the minutes.
 - **Second:** Paulo Verzosa seconded.
 - The **minutes were approved by consensus**.
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Approval of the Consent Calendar

Villanueva presented the consent calendar, which included the following items:

- **Vacancy for SLO Coordinator:** The position remains **unfilled**.
 - **Election Committee Formation:** The process to form an Election Committee is ongoing. Mona Rawal and Tracee Cunningham are serving, need a third faculty member.
 - **DDEAC Appointment:** **David Marasco** was confirmed as a **DDEAC representative**.
 - **Motion:** Ben Kaupp moved to approve the consent calendar.
 - **Second:** Amber La Piana seconded.
 - The **consent calendar was approved by consensus**.
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ASFC President Updates

ASFC President **Paulo Verzosa** provided updates on **student government priorities and initiatives**:

1. **Winter Ball:** Verzosa reminded faculty about the upcoming **1970s disco-themed Winter Ball**, emphasizing that it would include **food, music, and dancing**. Faculty and staff were encouraged to attend.
2. **Extended Cafeteria Hours:** The **Pacific Dining cafeteria** will now remain open until **6:00 p.m.**, extended from the previous **2:00 p.m. closure**.
3. **Gym Access & Student Outreach:** ASFC continues efforts to improve access to the **gymnasium** and extend student support services.
4. **2025-26 Budget Planning & Fee Increases:** Verzosa spoke **passionately** about **student needs** and the need for an **increase in student body fees** to support critical services, particularly **food security programs**. He acknowledged that while an increase is **not ideal**, it is **necessary to sustain essential services** that students rely on.
5. **Community Garden Funding:** Funding for the **Community Garden** remains a top priority, and ASFC is actively exploring funding options.

Faculty members **commended Verzosa's dedication** to student advocacy and encouraged ASFC to continue its **collaborative efforts with faculty governance**.

Use of AI Tools in Campus Meetings

A detailed discussion was held regarding the **use of AI transcription tools and voice recognition technology**:

- **Technical Overview:** Patrick Morriss provided insight into how **speech-to-text processors** analyze **audio patterns** to convert spoken words into text. He explained **Mel-Frequency Cepstral Coefficients (MFCCs)**, which are used to **extract unique voice characteristics**.
- **Privacy Concerns:** Morriss cautioned that **AI transcription systems may store and analyze voiceprints**, potentially allowing for **individual speaker tracking** across multiple recordings. He expressed his **personal decision to withdraw consent from being recorded in certain meetings**.
- **Brown Act Considerations:** Ben Kaupp reminded the group that **Brown Act meetings** require **public access and transparency**, meaning that some recordings may be legally required.
- **Zoom's Terms & Conditions:** Voltaire Villanueva summarized **Zoom's updated privacy policies**, highlighting the potential **risks associated with AI-generated transcriptions**.
- **Consulting ETS:** Faculty agreed that **Educational Technology Services (ETS) should be consulted** regarding **best practices and privacy safeguards** for AI transcription tools.
- **Cormia** mentioned contacting Zoom for explanations of technology and privacy.

The discussion ended with an agreement to **continue monitoring AI-related developments** and **evaluate policy needs** at a future meeting.

Teaching with Technology Committee

Committee Chair **Allison Lenkeit Meezan** led a discussion on the **committee's evolving mission and scope**:

- **Defining "Quality" in Online Learning:** A debate emerged around the term **"quality"** in online learning. **Carolyn Holcroft** raised concerns that **"quality"** may be **interpreted differently** across disciplines. **Ben Kaupp** suggested using

"pedagogically sound" instead. Villanueva recommended that the committee **continue refining its definition.**

- **AI Tools in Education:** Meezan introduced two pilot AI programs being tested in **Canvas:**
 - **Rumi** (rumidocs.com): Provides AI-assisted writing feedback and plagiarism detection, helping instructors guide student writing while monitoring AI-generated content.
 - **Harmonize** (harmonizelearning.com): Enhances online discussions with multimedia, AI engagement tools, and analytics to improve student participation and learning.
- **Encouraging Faculty Engagement:** Meezan emphasized the importance of **faculty- student conversations on AI** to ensure it is **used responsibly and does not undermine learning goals.**

Meezan encouraged faculty to **start discussions within their divisions** about AI and **provide feedback** to the committee.

Election Committee Formation

Villanueva announced the **formation of the Election Committee** and invited faculty to volunteer. Mona Rawal and Tracee Cunningham are serving, Destiny Rivera also volunteered. **Robert Cormia** thanked Destiny Rivera for volunteering, with applause by the Senate.

The Senate discussed the possibility of an **outreach campaign to increase awareness of Senate roles** and encourage **a diverse pool of candidates.**

Education Master Plan Updates

Villanueva and **Stacy Gleixner** provided an update on the **Education Master Plan (EMP):**

- **Faculty Participation Needed:** The EMP committee is requesting **30 minutes of class time** to engage with students and collect feedback.
- **Student Engagement Initiative:** A Collaborative Brain Trust (CBT) is leading qualitative and quantitative data collection efforts.
- **Long-Term Vision:** The **EMP should reflect sustainable, long-term student needs**, not just **short-term enrollment trends. Technology integration, student services, and campus**

sustainability should be key focus areas.

DRAFT

Villanueva encouraged faculty to **review the draft EMP framework** and provide input before final revisions.

Lower Campus Name Change Proposal

Patrick Morriss led a discussion on the resolution to **rename a section of the lower campus after Dr. Jean Thomas**, recognizing her **dedication to student success and faculty mentorship**.

Morriss expressed that this naming proposal was **long overdue**, stating:

"Jean Thomas was a fierce advocate for students, and this naming represents more than a title—it represents a legacy of equity and access that we must honor."

The proposal received **broad support from faculty**, and Villanueva confirmed that the Senate's **formal endorsement** would be communicated to the **Board of Trustees**.

Committee Reports

- **Pacific Dining Update:** Patrick Morriss reported that the **cafeteria will remain open until 6:00 p.m.**
 - **AI Discussions at MIPC:** The **Mission Informed Planning Council (MIPC)** is set to discuss **AI policy concerns** at its next meeting.
 - **Data Request by OLA:** A request has been made to **provide data on Latina student experiences**.
 - **Curriculum Updates:** Ben Kaupp encouraged faculty to bring forward **requests for General Education (GE) updates**.
 - **Treasurer report:** **Cormia** shared the Senate bank balance will reach \$8,000 in two months, in time to fund scholarships and the part-time faculty appreciation event.
 - **Apprenticeship Event:** Nate Vennarucci announced an upcoming **apprenticeship- focused event**.
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Adjournment

The meeting adjourned at **3:55 p.m.** The next Academic Senate meeting is scheduled for **February 24, 2025**.

Attendance February 10, 2025

Nate Vennarucci	Apprenticeship	4006
Stephen Schnell	Apprenticeship	absent
Mona Rawal	BSS	4006
Kerri Ryer	BSS	4006
Fatima Jinnah	Counselling	Zoom
Tracee Cunningham	Counselling	4006
Ana Maravilla	DRC/VRC	absent
Eric Kuehnl	FAC	4006
Hilary Gomes	FAC	4006
Lydia Daniel	HSH	Zoom
Brenda Hanning	HSH	absent
Katy Ripp	KIN	Zoom (office)
Rita O’Laughlin	KIN	Zoom
Stephanie Chan	LA	4006
Ulysses Acevedo	LA	absent
Eric Reed	LRC	4006
Destiny Rivera	LRC	Zoom
Rachel Mudge	STEM	Zoom
Ryan Pugh	STEM	4006
Julie Jenkins	FA Rep	4006
Allison Lenkeit Meezan	Teaching and Learning	4006
Michael Chang	23-25 PT Rep	4006
Lynnette Vega	24-26 PT Rep	Zoom
Paulo Verzosa	ASFC Rep	4006
Doreen Finkelstein	Classified Senate Rep	4006
Carolyn Holcroft	Prof Dev Coordinator	4006
Evan Gilstrap	Faculty other roles	absent
Ajani Byrd	Dean of Equity	Zoom
Stacy Gleixner	President’s cabinet	4006
Robert Cormia	Secretary-Treasurer	4006
Patrick Morriss	Executive VP	4006
Ben Kaupp	VP of Curriculum	4006
Voltaire Villanueva	President	4006