

Academic Senate Minutes

February 25, 2013

Meeting Called to Order at 2:02 p.m.

Members present: Dolores Davison (President), Carolyn Holcroft (Vice-President/CCC Chair), Robert Cormia (Secretary/Treasurer), Katherine Schaefers (Adjunct Faculty), Karl Peter (BHS), Lisa Drake (BSS) Eta Lin (BSS), Tobias Nava (CNSL), Lety Serna (CNSL), Bruce McLeod (FA), Kate Jordahl (FA), Scott Lankford (LA), Pam Wilkes (LRC), Don MacNeil (KA), Katy Ripp (KA), Debbie Lee (PSME), David Marasco (PSME), Meredith Heiser (FA Liaison), Kimberlee Messina (Cabinet liaison) Craig Gawlick (Classified liaison) Jocelyn Diaz (Student liaison)

Members Absent: Richard Morasci (LA),

Guests: Brenda Davis Visas , Todd Leicht, Susan Gutkind, Laurie Bertani,

Agenda approved by consensus

Announcements: PSEC open house is tomorrow at 4:30 200 dignitaries will attend

February 11th minutes were pulled, the correct version wasn't sent out

Consent calendar: the faculty who volunteered for Program Review (PR) Committee 'transfer' had to back out. Carolyn is still the temporary volunteer. There are 15 instructional PRs to review each year, 6 non-instruction. PR faculty could be part-time or full-time. The PR committee has representatives from each of the four workgroups; three workgroups plus OPC. The consent calendar was approved.

Quick Presidents report – Dolores chaired a meeting at CSM, very interested in MOOCS, looking at the potential for credit. There will be a significant plenary session on this topic in San Francisco (meets the third weekend in April). Coursera is offering some MOOCS for credit through ACE (proctored). The State Academic Senate would need to have a big conversation about this for credit would be considered. There are a few math and some science classes available in 'tracks for credit', about a dozen total. A student at Foothill would have to take a course 'credit by exam' to get credit at Foothill. A question was asked about students at Foothill taking credit by exam, and what happens if they take the credit-exam and fail, could they drop? Longer answer (from VPi) is that we are 'importing this process as we go along.

Item 1 – campus renovation and Measure C update: Brenda Visas and Todd Leight – the center part of campus (library) are part of the fab 5 project 5 buildings starting with 5100, 5600, 5700, and 5800.

Construction will begin on March 18, three of the buildings will be finished by December 2013, and beginning in January 2014 construction will begin on building 5400. The DRC (Disability Resource Center) will move to a swing space in parking lot 5 (until the end of spring quarter 2013) This summer the modular buildings will be renovated while the District Office is renovated - a process that will take a year. Other projects in the works (or in planning) are the print shop, and a place to collect trash, near plant services, with custodian facilities, scheduled for work in May 2013. Approval of the process with

DSA is needed. There is an emergency backup power generator behind Smithwick that needs to be replaced for air quality reasons; the generator needs three months to order. '

Green projects. Parking lot 6, some parts of lot 1 and the District road, will be resurfaced, and parking lot 6 will be completely renovated, including adding a bioswale, and new electronic parking permit dispensers. Lot 6 will be closed for the summer, and large segments of Lot 1 might have to be closed for much of the summer - to be determined. Traffic consultants think the modifications will reduce backup on the entry road. There will also be a bridge across Adobe Creek for the new District Road (access). The walkway to the pool will be renovated due to water leakage. Cormia asked Todd Leicht about submetering of the District Office to better track electricity use of District central services, and more accurate reporting of our GHG emissions for ACUPCC.

Item 3: Enrollment priorities: There are no major changes, some operational changes focused on assisting students, and going over criteria of what we would need to address for the quarter system, as compared to semester. Veterans and foster youth would need to stay on track of their progress towards a specific goal. The Wednesday morning enrollment priorities group is meeting again to go over what was discussed. When students get their education plan in line, and then register, make sure that all students get the assessment orientation. Knowing that we aren't going to increase counseling in the next two years, how we provided needed services to students. There are groups that get priority based on their status, but (and) all students must have an education-plan in place, and alerts to students with 75 units making sure they know they need to show progress to a graduation goal. Comment that at some point all students will need to have an education plan, and showing progress towards completion. The State is looking at (the reality that) the whole prioritization scheme has gotten out of whack. The tracking of (students) and what is 'reasonable progress'. There was a comment that if Banner is struggling with student tracking, how can added focus on education plans be possible? There was a comment about a meeting where Andrew LaManque brought up "student behavioral outcomes" and does that really show progress on the part of a student? This has to be a District policy and not just College, and we are in 'pilots' Comments that we should have multiple outcomes (measurements) as a measure of progress for students, particularly for those students who are "at risk". Lety asked that senators (faculty) send specific concerns to the enrollment management committee. Lety commented that the State is very restrictive in measurements, and a lot of missing inputs for other 'reasonable progress'. Comment that taking the classes that you need to be taking to get a degree. Comment that struggling students could be inadvertently impacted by overly restrictive measures of progress. Question about education plans - are students really going to be able to get access to counselors to get education plans when we have fewer and fewer counselors. Will beginning students have the same persistence in getting to counselors, getting/amending an education plan, and what internal changes do we need to help students through this effort? There was a suggestion to change this enrollment policy because it devalues our classes and takes away seats from other students. Comments about students that double and triple book classes so they can 'shop around' even when there are students on a waitlist, students can be very selfish and this is a problem. It is hoped that most (new) students will create an education plan through Counseling 50, and

then they are done. Counseling commented that there are some 'no-show' appointments. Do students value time in the classroom and their appointments with counselors; will they show respect and keep those appointments? Next meeting is at 9 a.m. at the District Office. Lety Serna and Kimberlee Messina will share the updates.

Item 4: Accreditation update - Kurt sent out email update; College of Sequoia Visalia was put on 'show cause', the list of responses is on the ACCJC website. Cuesta and Redwoods got off 'show cause' and are currently on probation. Notice of needed changes and actions for colleges weren't posted. We don't have to do anything until 2014 (submission of midterm report). De Anza has to do a follow-up on their mission statement. Actions were taken on a wide range of topics. Dolores mentioned that Districts aren't accredited, Colleges are, and that ACCJC might spend more time (or some time) with Districts, as in sending a separate team to a District. (City College has satellite campuses, not separate colleges). Dolores discussed a presentation by Feather River (who did dissertation on accreditation mishaps) that to get good information for accreditation, site visitors would go to the college senates. "Good colleges" tend to have Academic Senates that are well-informed about their College business. Accreditation teams will be less focused on "minutes" from various committees. This change will "free up" team members to have more conversations with people at these colleges. They are also placing more emphasis on effective practices to maintain having contact with students in online classes. ACCJC.org City College will submit their report on March 15th, but won't have an answer until the ACCJC June meeting. CCSF has requested additional time to address issues identified by ACCJC. Significant enrollment drops have occurred at some colleges out on 'show cause'. Issues leading to loss of accreditation include 'boards and integrated planning and budget. There will be a new set of accreditation standards coming out in spring 2014, probably going into effect in fall 2014. The Accreditation Institute was expecting letters that were not posted to the Web before the meeting.

Election and Structure of the senate. Dolores commented that Judy Miner would likely restore the 0.15 release time reduction for academic senate officers (had been 1.5 and then 1.35). The elections committee commented that there are still no candidates for Senate Vice President. If we run into this situation another two weeks, we might declare that we are in an extra constitutional territory, and we should meet and get feedback from the senate and curriculum committee about what to do/where to go next. Duties and the responsibilities of the officers are spelled out in the website. Constitution should show what the duties are, and additionally have Carolyn share the duties of her job. She stated that as VP, her duties are to attend senate, plenary, and APM. The VP also substitutes for president, and helps to set agenda. She also compiles the committee list. She stated that the majority of her job is devoted to curriculum work. There was a question about what the duties of the curriculum-co-chair are? A senator asked that we (Carolyn) provide more details about the job, and how it would be detrimental if the curriculum co-chair didn't attend senate. If we separate the duties from co-chair and VP, then we should spell out the details. Carolyn also handles equivalent courses. There is a lot to this job with business items. GE is now (and has been) a part of curriculum committee.

Item five: Part-time senator resolution Katherine Schaefers brought forward a resolution to create a second Part-time seat, to help if the sitting senator is terminated (assignment) back-up, and provided an additional voice (reduce bias etc). The seats would 'stagger'. First election, top candidate gets two year seat, next gets a one-year seat, and then we have a staggered election. A second change is article 6 section 2, and renumbering the sections and add language about the election. There were a couple comments about various language (David Marasco will make changes). There was support for part-time senators coming from separate divisions. Encourage but not restrict senators from coming from same department, ideally from separate parts of the College. Comment that division senators should work to ensure that all part-time faculty are provided notice of the election. This will be an action item on March 18th.

Item 6: Equity data - at PaRC there were questions about the equity plan and equity data. President's office will take over that responsibility from the VP (of students) and other student networks. What do we do with the equity issues? The governance plan, strategic master plan, and OPCs resource allocations are informed by the equity plan. Judy Miner is taking ownership of the equity plan. Scott clarified he was interested in trends across community, faculty and staff, and students, and we should be watching this 'dashboard'. Scott said he as a 'gut sense' that these numbers are trending in the wrong direction, and further commented that the 2010 report (commenting on 2005 to 2009 results) in fact said that equity goals had not been met. Scott commented that the achievement gap is larger and getting larger, and while we were praised during accreditation for sustainably and our Board, it was observed that we are not making progress on equity. We are also looking at Veterans enrollment, student success and diversity. Scott asked to see those trend lines. There was a comment that a third of the program plans from De Anza cover the success rates of students. It was suggested that Senate should go directly to Elaine for these data. Scott's point is that a college, the data is just a point to start the discussion, we need to look harder at equity. Dolores stated that she talked to Elaine and she reported that all of those data are available at our weblinks in the FHDA Institutional Research site. There was a comment that the posted information wasn't in the most 'user-friendly' format. Perhaps we would ask PaRC for a timeline on the shorter version of the equity report. There were comments that decisions in PaRC may not being considered in the context of the equity plan, and last year there was (reported) confusion about how to use the equity plan and associated data. There was a suggestion that we recognize we're coming out of a budget crisis and some of those conversations were put off, and now we have time to reflect on, including student equity, achievement gap in traditional and online courses.

Item 6 : Dolores and Pat Hyland are working on the Faculty handbook, and Dolores has faculty handbook back for review. There are sections that need to be updated, including disability sections, and challenges to grades. Dolores will email out the draft for senators to look at. It is considerably shorter than it once was, when there were old examples of course outlines, etc. the Change of Grade is a due process issue. There is a lot of complaining about grades, and students should perhaps have to write something out. We need to educate deans (sometimes) about a 'change of grade'. There are still some people in the District that are not completely aware of faculty primacy in changing a grade. Strong syllabi

help prevent the student from making undo requests.

APM report out: resurgence and re-visioning The District vision is a combination of the Colleges and our colleges are culturally quite different.

BOT is next Monday when March 15th notices have to be distributed and March 11th for Tenure. Dolores will not be there.

PaRC produced a very clear list of how we are reassigning positions and implementing budget cuts. All of this information is on the PaRC website.

Curriculum => Curriculum communiqué. There is a resolution to impose a 4 unit minimum for transfer pattern. There also is a draft list of GE classes.

COOL working on effective practices for faculty working on best or better practices for online faculty.

The meeting was adjourned at 4 p.m.