

Academic Senate Minutes March 16, 2020

Meeting called to order at 2:02 p.m. ZOOM meeting - <https://cccconfer.zoom.us/j/759960475>

Announcements - 6 Bay Area Counties have just announced a shelter in place order, beginning midnight tonight (3/16/2020).

Roll call:

Isaac Escoto (present)
Eric Kuehnl (present)
Robert Cormia (present)
Carolyn Holcroft (present)
Kathryn Maurer (present)
Amber LaPiana (present)
Maria Dominguez (present)
MaryAnn Sunseri (present)
Mary Thomas (present)
Jordan Fong (present)
Kristy Lisle (present)
Tracee Cunningham (present)
Voltaire Villanueva (present)
Lisa Eshman (absent)
Sara Cooper (present)
Matthew Litrus (present)
David Marasco (present)
Mimi Rae Overton (present)
Donna Frankel (present)
Don MacNeil (present)
Rita O'Laughlin (present)
Robert Hartwell (present)
David McCormick (present)

Guests:

Thuy Nguyen (College President)
Mellisa Cervantes (Dean of Equity)
Kate Jordahl (Fine Arts)

Draft minutes from March 9, 2020 were approved by vote (chat). The consent calendar was also approved by vote. Agenda items: the agenda was adopted, however the body chose to only talk about the COVID 19 item, and suspend other agenda items:

- COVID-19 check in
- Instructional continuity plan
- Faculty voice in decision making

The main content of the meeting was the COVID-19 response, the instructional continuity plan, and how faculty, staff, and administrators are working together to support each other and our students. Isaac announced OER resources for lab sciences. Kristy sent an email announcement about the tenure process, and that she's working with FA to continue tenure processes. There was a meeting last week about having a "flex week" for the first week of spring, with a focus on allowing extended time for faculty to prepare for spring quarter virtual delivery (professional development opportunities will also be provided). There's also been an emergency class scheduling meeting. Classes will all begin one week after the start of spring quarter. Foothill online learning worked to design a Canvas site for migrated classes, this was done very fast. There was a consensus that we are very unlikely to have F2F classes on April 13th (second week of spring quarter). We can't start online instruction while the rest of the faculty are in professional development, so all classes, even fully online, will need to start the second week. Thuy mentioned the impact on some students (racial equity) to get through this situation. International students have a lot of issues, District will lead on how to communicate to those students. Kristy suggested going to a single start date for a late start. There is a dean's meeting tomorrow (Tuesday) to discuss the late start in spring. Donna Frankel commented about how P/T faculty need to get information and details about the flex week. STEM labs have gained tools to help in the virtual instruction of labs. Kristy commented that Foothill College is in a good place to do a virtual transition, as 50% of our courses are already taught online. There were some discussions about faculty "making load", and how to manage late-start classes. Kristy commented on using various pots of emergency funds to help with hot spots for students.

Kathryn asked where we should continue to send comments? Kristy talked about the various on the fly meetings and sessions that are going on, and how fast things are going. She also asked about how faculty can maintain presence and voice in these meetings. She also commented about running a class online, and the difficulty in managing a large group of students. Kristy commented that there are so many moving parts, and moving administration tasks around, but that any concerns faculty may have, can go through their dean. Our goals continue to be:

1. Finish finals
2. Take care of students
3. Ensure that special needs of students are met

Kristy commented that she's on the phone with Kathy Perino at least once a day, and communication between administration and FA continues, but how can we connect that communication to Academic Senate? Isaac talked more about the transition to teaching online, and things that come up. Students need to have a good single source of information from the College. Faculty should be very clear on course deadlines and such, as sometimes students can get lost in an online environment, and accidentally miss assignment deadline dates. Sara pointed out that students are very challenged now, losing jobs, economic struggles, etc.

Kathryn commented about the need to go into Canvas, and see a video that a student uploaded about how to navigate Canvas and online learning. Isaac talked about having a video camera on can form a good link with students. Kristy commented that the hiring process will move into an online environment. Forms are being converted to smart forms (Jazmine Garcia has joined the College in this effort). There are student forms moving in that direction as well.

David McCormick discussed students using video, whether we should suggest it, but not push it? Being mindful of the experience that students are having. Try to be very understanding of the experience that students are having. There has been some feedback that students are concerned about some faculty being too strict. David Marasco mentioned that a lot of the 4 year colleges are going to "pass / no pass" for spring semester.

There have been many ongoing meetings and on the fly conversations - it's great when faculty are given an opportunity to provide feedback. Send questions to officers, we can also funnel requests into Foothill administration. Kathryn talked about the need to include faculty in the decisions that are being made right now. Kristy spoke about how information is making its way into the instructional continuity plan.

Conversation revolved around putting the instructional plan together, but Kristy asked for feedback (when needed) and pushback from faculty, even as things are moving so quickly. We closed with final reflection on the hard work everyone has put in, and how we need to support each other going forward.

Meeting adjourned at 3:35 p.m.

Next meeting is April 6th, 2020 (first day of spring quarter)