



Foothill College Academic Senate  
Academic Year: 2020-21  
Monthly Committee Reports  
5<sup>th</sup> Report January 25, 2021

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## Academic Senate Sub-Committees

### College Curriculum Committee

Co-Chaired with Office of Instruction

See [CCC Communiques](#)

### Committee on Online Learning (COOL)

Co-Chaired with Office of Online Learning

Reported by Faculty Co-Chair, Kerri Ryer

The Committee on Online Learning held a very productive meeting on January 15. The committee approved a motion to adopt a representation and voting rights model that reflects that of the Academic Senate. Each division will have two representatives with voting rights. Currently, Counseling, Kinesiology, Library, and SRC do not have any appointed representation to the committee. Language arts and BHS only have one appointee. Please consider serving on COOL to fill these vacancies. COOL also voted to adopt the following mission statement: To support quality online education for all learners. The vision statement -The Committee on Online Learning seeks to support the implementation of equity-minded pedagogy and promote quality online education for all—was also adopted. The committee engaged in a very exciting discussion on best practices and equity-minded pedagogy and agreed to dedicate 15 minutes of each committee meeting to open discussion of these topics. Please join in the conversation on COOL's canvas page by navigating to Canvas commons and filtering for shells shared with Foothill College. Anyone within Foothill can self "enroll" and join the conversations.

### Ethnic Studies Steering Committee & Advisory Committee

No new report.

### COVID Scheduling Taskforce

Co-Chaired with Office of Instruction, Kristy Lisle

Reported by Kathryn Maurer

The taskforce has continued to meet regularly (now meeting every week on Tuesdays from 1-2 p.m.). At the 1/19 meeting we reviewed and contributed edits to the proposed charter for the temporary 5<sup>th</sup> EOC/Return to Campus Council, and proposed names for Senate appointees to this new council. We are still looking for more clarification on the scope and charge of the Scheduling Taskforce, and how it will be integrated with the new council, and the District task force, but recognize the value of having faculty reps from each division to some of the careful planning around prioritization of the return of instruction to campus. It is not yet clear if we will be planning for possible return of summer classes, or if the next focus will be fall.

### Senate Constitution Workgroup

Reported by co-chair Kathryn Maurer

1/25 report: The [charter](#) has been approved by senate, and members are being appointed. The goal is to have an updated academic senate constitution for ratification by election in May 2021.

### Program Discontinuance Workgroup

Reported by co-chair Kathryn Maurer

1/25 report: The [charter](#) has been approved by senate, and members are being appointed.

## Governance Councils & Study Groups

### Advisory Council (Council)

Reported by Faculty Tri-Chair, Kathryn Maurer

The Advisory Council met on January 8th and the Council as usual had a packed agenda. President Nguyen reminded Advisory of previously approved hiring holds and proposals to lift holds for certain positions. More discussion is needed around these holds and will continue at the next meeting on 2/5. Advisory approved sending a temporary response to the Student Open Letter. A/C will agendize a discussion at the 2/5 meeting and create an official response to the student demands. Advisory also approved a recommended prioritized list of 5 new full-time faculty positions to be considered for hiring for 2021-22, but there will only be two positions funded from the General Fund. The first position will be an Ethnic Studies full-time faculty position. The second position recommend was for Veterinary Technology, due to the inability for the program to continue without replacing the recent, sudden retirement, and an ability to hire for more than one year a temporary replacement, and PT faculty are not available in this area. The next position on the list would be a full-time faculty position in Humanities, in great need without a fully loaded full-time faculty member currently in this program. Last, President Nguyen reminded A/C of the reorganization completed in prior budget cuts and requested A/C to assess the changes. Further information is needed before A/C will make a recommendation to President Nguyen. Further discussion will take place at the next Advisory meeting scheduled for 2/5. Ed Master Plan 2030 was moved to a future meeting.

### Community & Communication Council (C&C)

Reported by Faculty Tri-Chair, Laura Gamez

C&C met on 12.11.20

Colber Prosper presented a plan on future steps concerning Service Learning and Leadership and defining it for the campus. C&C agreed to hold an hour for a guided discussion with Colber in their January meeting.

Institutional Research gave an update on the governance assessment, 121 employees responded, as well as 472 students. Next Steps: Dr. Fong will select individuals to interview, with an emphasis on attempting to interview individuals with different roles within governance: voting members, tri-chairs, ex-officios, facilitation team ect.

FMP Study Group update: The group has been focusing on community spaces, and reimagining existing spaces on campus including entrances and the direction of traffic.

The Tri-Chairs presented their response to the Open Letter to Governance as well as their memo to President Thuy. The council voted to approve the memo and response to the student authors.

C&C met on 1.22.21

Colber Prosper led a guided discussion on Service Leadership and Learning. Participants were asked to read an article, then discuss with a larger group. The articles focused on diversity, planning, and community colleges. C&C must decide next how to move forward with this initiative. The governance assessment is still underway with interviews happening in February. C&C will need to be mindful of the process to make sure data is available to aid in writing the midterm report. C&C may need to reschedule their next meeting, it is currently scheduled on 2.19.21, during a district wide professional development day.

## Equity & Education Council (E&E)

Reported by Faculty Tri-Chair, Patrick Morriss

1/25 Report: No report

## Revenue & Resources Council (R&R)

Reported by Faculty Tri-Chair, Cara Miyasaki

R&R met on January 22<sup>nd</sup> and discussed the following topics:

- Bookstore update - RFP approved in Nov. MOU with ACE to find re-assigned positions for bookstore employees at their own campus and pay would be equal or higher. Foothill has 1 employee and De Anza has 5-6 employees. Positive revenue generation with new Bookstore update - RFP approved in Nov. MOU with ACE to find re-assigned positions for bookstore employees at their own campus and pay would be equal or higher. Foothill has 1 employee and De Anza has 5-6 employees. Positive revenue generation with new bookstore model because getting a percentage of sales. Expected to start in Fall 2021. Delayed due to several factors. One factor, need to integrate with financial aid dept and need to test the integration. Possible that they bookstore will be moved upstairs and use a smaller space - increase foot traffic and visibility. (If keep current version of bookstore calculates to 300,000\$ deficit for current year and likely to be more than that - use carryover funds to pay that). Question about cash deposits that bookstore handles - might be shifted to the cashier's office or the vendor could handle that. Next steps - MOU completed.
- Foothill College Promise - expected to exceed funding allocation. Need to make major changes for 2021-22 academic year. Two years free tuition, books etc to all full-time Foothill students regardless of income level. 2021 allocation 1.1 million projected 1.5 million. Sizable deficit resulting from increase in participation from 871 years last Fall 2019 Fall 2020 1444 total students to date. Bookstore redemptions 523 in 2019 in Fall 2020 over 1200 redemptions. Have 466,000\$ in Carry over from last year for this year but not sustainable in the future. Major increase in cost due to law interpretation change for students dropping under 12 units and then go back to full time can get benefits back. ETS automation to encourage students to stay in the program and not drop below 12 units so students are getting messages to keep them in the program. Student fees close to 600k - largest cost for 2020 Fall and majority of Winter. 50k expected for Spring. Being asked to look at this from the Equity perspective. R&R Council should weigh in on this at a future meeting. Direction and Policy changes. Use of college promise to promote equity. Beginning Summer for our next academic year. Financial Aid to be invited to future meetings about this. Clarification full-time students is a requirement. California Promise has no full-time requirements for other expenditures (other than fee waivers). Study group to look at this? R&R could decide this. Feb/March discussion. April final decision needed. Promise operations group resulted in previous recommendations and could possibly be resurrected and report and next meeting.
- B budget (Bret Watson): Develop an investment strategy on how to manage carry-over funds to be used for equity and enrollment
  - B Budget - last year carry over 5.6 Million.
  - This year we committed 2.3 million for potential deficit for next year was determined and some of. 1 million for part-time faculty to enroll more students. Also includes 300k deficit from bookstore this year

- Equity has some money budgeted but we can expand equity initiatives - Next meeting include the equity carry over and better analysis on funds available and recommend where funding can go by Brett.
- Next few meetings determine a process - set aside dollar amounts or use percentages of the money - need these details and to also determine a process
- Questions: Does college need 2.3 million not decided yet. How much is added each year? 5.6 left after last year. 3.5 M of ongoing now. With SIP we are not expending as much money. Expecting additional funds at end of year.
- Facilities 5 year Master Plan - Jan 11 Board meeting Susan Cheu presented Measure G project list. Bret presented Foothill's project list - some increase in costs due to escalation and overhead costs. Contingency costs also included. Last meeting with Gensler today. Student focus groups will be one of the next steps for the task force. Need to hold a Sustainability Workshop with De Anza and the District - task force members will participate as well as others. For example, move Boilers and Chillers to carbon neutral methods. Gensler's meeting today about gender neutral restrooms. Smithwick theatre needs ADA compliance, Athletics - pool, locker room, gender neutral, Boiler improvements. outdoor classrooms. Question: Student faculty support center - and facilities master plan -how will these coincide? Advisory make decision about facility part. R&R make decision about use of facilities. Bret - Flexibility in FMP for renovating facilities - and not specific so flexibility.
  - Survey - abundance of instructional space FTF space. Ideas for utilizing spaces in different ways i.e. student faculty support center, dream center, career center, learning communities - create space for these
  - Bret will update at the March meeting.
- [https://go.boarddocs.com/ca/fhda/Board.nsf/files/BWYQGG610959/\\$file/Measure-G-Initial Master Bond Project-List-FHDACCD\\_01.11.2021.pdf](https://go.boarddocs.com/ca/fhda/Board.nsf/files/BWYQGG610959/$file/Measure-G-Initial Master Bond Project-List-FHDACCD_01.11.2021.pdf)[https://go.boarddocs.com/ca/fhda/Board.nsf/files/BWYQGG610959/\\$file/Measure-G-Initial Master Bond Project-List-FHDACCD\\_01.11.2021.pdf](https://go.boarddocs.com/ca/fhda/Board.nsf/files/BWYQGG610959/$file/Measure-G-Initial Master Bond Project-List-FHDACCD_01.11.2021.pdf)
- President's Report
  - Cost of textbooks -
  - Potential free college nationally - Biden administration
  - Equity Plan 2.0 - Final vote on Monday from Academic Senate.
  - Lawsuit on CARES act will most likely be dismissed
  - College Budget - District will not be collecting from college - deficit amount. State budget
  - 5th Governance Council: Appointments currently being made. Will be meeting early Feb.
- Program creation proposals
  - Athletics - Introduction to Sports Medicine and Advanced Sports Medicine
  - Krause Center - STEAM Instructional Leadership, Education Technology Specialist, and Emerging Educational Technology Leadership
- Student Town Hall Report - Please review <https://foothill.edu/gov/revenue-and-resources/2020-21/jan22/RandR%20Student%20Town%20Hall%20Report.pdf>
- Governance review process
  - Looking for people to interview - contact Simon Pennington

## 5<sup>th</sup> Council (Temporary: EOC/Return to Campus Planning)

Reported by Kathryn Maurer

The [charter for the 5<sup>th</sup> council](#) has been approved by all constituencies, and members have been appointed. They have not yet scheduled their first meeting.

## Joint AC/R&R

Reported by Faculty Tri-Chair of AC, Kathryn Maurer

The joint councils have not met.

## Facilities Master Plan (Measure G) Study Group

Chaired by Bret Watson

Reported by Faculty Rep, Sam Connell

1/22 Report:

1. Working with another group of consultants the FMP is being developed by the committee. There are some very interesting ideas that are being formulated, but it is unclear how they will be implemented. They include:
  1. Changing the direction of the ring road, which will change how we enter campus, and then
  2. Expanding the Lot 5 area to make it the primary entrance to campus, which would be part of the overall theme to
  3. Expand access and movement in a West to East direction which would integrate open space and centralize community spaces.
  4. A removal of administration from the central building was proffered in order to centralize student services in this building (switching spaces).
  5. Food trucks and open-air spaces that could be tied to new food court areas could be integrated into the Lot 5 area, and around the east side of the bridge to the athletic area. Updates to the athletic area would help integrate students who tend to isolate in this area.
  6. Further discussion was also presented on the idea of subtractive development. It should be noted that our on campus numbers have been low for many years, and the buildings we have cost money to maintain. These are forward thinking ideas, but the consultants suggest a addition by subtraction, opening up community spaces, and thereby making the campus more appealing to those who do choose to come enjoy the open spaces.
  7. Lastly, it was offered by the ASFC president that their expansive glass enclosed office spaces be repurposed for student community use.
2. The Budget Task Force focusing on the bond funds approved of a list that was primarily infrastructural facility improvements. This was approved by the Board of Trustees.

## Guided Pathways

Reported by Lead Facilitator, Isaac Escoto

No report

## PDL (Professional Development Leave) Committee

Reported by Brian Tapia

No report

#### Conference Fund Committee

Reported by Carolyn Holcroft

No report

#### District Committees

##### DDEAC/HRAC (District Diversity and Equity Advisory Committee + HR Advisory Committee)

Chaired by Pat Hyland

Reported by Faculty Rep to DDEAC, David Marasco

No report

##### ETAC (Education Technology Advisory Committee)

Chaired by Joe Moreau

Reported by Faculty Reps Kate Jordahl, Allison Meezan and Lydia Daniels

The Educational Technology Advisory Committee (ETAC) meet on Wednesday 1/13/2021 from 12:00 pm - 1:30 pm. Joe Moreau presented the Measure G initial project list focusing on district/ets projects; he also shared that the state is providing funding for both CSUs and UCs to move to Canvas after the module provided by the California Community Colleges. There is a District Technology Plan Needs assessment survey scheduled and modeled after the De Anza need assessment survey. Hopes that Foothill would have a similar survey in the near future and all the results could be consolidated was discussed. New and, given all of the security issues in the current time, urgent security training will be offered soon in MyPortal. - required for staff and administrators and highly recommended for faculty.

##### APM (Academic & Professional Matters)

Chaired by Isaac Escoto (District Academic Senate President)

Reported by Kathryn Maurer

No report

##### CAC (Chancellor's Advisory Council)

Chaired by Judy Miner

Reported by Kathryn Maurer

No report

##### DBAC (District Budget Advisory Committee)

Chaired by Susan Cheu

Reported by Kathryn Maurer

1/25 Report: DBAC met on 1/19 to discuss the Governor's Proposed Budget Memo and the federal stimulus package. The January Governor's budget is more promising than most expected, as revenues are outperforming expectations. No cuts, and even includes revenue increases. Hold Harmless continued. Most revenue increases are in one-time spending (many COVID-related), but also some in Ongoing. Some increases for re-opening, re-invigorating enrollments, and grants for students. Also increases for basic needs for students and improvements to technology to support online education, faculty professional development, and \$ to support the California Apprenticeship Initiative. Other interesting items: requirement for HS seniors to complete the FAFSA; requirement

for institutions of higher ed to offer 10% more online offerings than 2018-19; establishment of dual enrollment process between CCC's & CSU's and increased ADT production; But this is still just a proposal, and there could be changes between now and the May revise. For the new federal stimulus package a great improvement is financial aid package now possible for fully online students (were excluded last year). Can also use these funds to defray COVID-related costs, e.g. for faculty PD, etc. See the [DBAC handouts](#) for the proposal followed by Vice Chancellor Susan Cheu's slides (at the end) explaining these items in more detail.

## EESAC (Energy & Emissions Strategic Advisory Committee)

Reported by Robert Cormia

1/22 Report: We're working with a new Executive Director of Facilities, Joel Cadiz, and scripting out a path to develop an energy master plan. Going over 2018/19 FH/DA energy data.

## ASCCC Committees

ASCCC Open Educational Resources Initiative (OERI)

Reported by Foothill liaison, Carolyn Holcroft

1/20/21 Report: Things are just getting rolling with ASCCC in the new year. I **just** got their first newsletter of 2021. Of note:

- As of January 1, 2021, works published in 1925 enter the public domain. There's lots of good stuff! Check out <https://web.law.duke.edu/cspd/publicdomainday/2021/> for specifics
- **The next OERI/ASCCC webinar coming up is:**  
**I Found an OER Textbook—What Now? Editing, Curating, Re-Mixing, Printing, and Moving OER to Canvas Using LibreTexts**  
[Register for I Found an OER Textbook on Wednesday, 2/17/21 3:00 - 4:30 pm](#)  
Or  
[Register for I Found an OER Textbook on Friday, 2/19/21 11:30 am - 1:00 pm](#)  
"Finding a useable OER for your course is the first step in moving to OER and freeing yourself from the constraints of a commercial text. Adopting an OER is the ultimate in academic freedom, allowing you to customize that OER to meet your needs. Join this webinar for an overview on the use of LibreTexts, an OER platform that facilitates OER editing, re-mixing, and printing. Learn how easy it is to not only perfect an OER, but to move it into Canvas."
- I offered a workshop on copyright last week that was based on a couple OER webinars I attended. It was a small crowd but well received. I'm happy to bring it to divisions/departments if there's interest.