

Foothill & District Academic Senate Minutes June 7, 2021

DRAFT Minutes

Part 1 – Foothill Academic Senate Meeting

#'s represent items numbered on the [Agenda](#)

1. Meeting called to order at 2:02 p.m.

2. Roll call

Executive Committee

Kathryn Maurer (President)
Eric Kuehnl (Vice President)
Robert Cormia (Sec/Treas)
Alexis Aguilar
Brian Murphy
Cara Miyasaki
David Marasco
David McCormick
Dixie Macias
Donna Frankel
Farima Fakoor (absent)
Jordan Fong
Kerri Ryer

Mary Thomas
Matthew Litrus
Milissa Carey
Mimi Overton
Rachelle Campbell
Rita O'Loughlin (absent)
Stephanie Chan
Tracee Cunningham
Voltaire Villanueva
Senate Liaisons
Carolyn Holcroft
John Fox
Josh Pelletier (absent)
Kristy Lisle

Kurt Hueg
Abhiraj Muhar

Guests

Isaac Escoto
Ellen Judd
Paul Starer
Adrienne Hypolite
Fatai Heimuli
Rachel Homayonfar
Elaine Kuo
Kelaiah Harris
Simon Pennington
Patrick Morris

3. Agenda was approved by consensus. The May 24th minutes were adopted by consensus.

4. No public comment

5. Consent calendar [appointments](#) – reviewed. The College is forming a shared governance task force. We have positions for 1-2 F/T faculty and 1-2 P/T faculty, in addition to the senate president. There is summer work involved. The names to appointed include everyone who volunteered. There will be a phase three of this governance taskforce that will be continuing into the fall, and we will revisit appointments then.

The Guided Pathways communications team headed up by Amy Leonard and Janie Garcia will need some faculty to contribute to the web redesign project that is kicking off as a collaboration between GP and the Marketing Office. Last, we still need a faculty for the District Task Force on Affordable Housing. There may be an additional faculty position on the Police Chief taskforce. The appointments were approved by consensus.

6. Transitions in leadership

Karen Chow (De Anza) will serve as District Academic Senate President for 2021-22, and we bid farewell and a huge thank you to Isaac Escoto.

Fatai Heimuli is our new ASFC President. We recognized Abhi's outstanding leadership and thanked him for all his contributions to senate and we look forward to working with Fatai.

Rachel Homayonfar is the new student trustee, and she introduced herself. We thanked outgoing trustee Priya Vasu, and acknowledged the long-last impact she will have.

Adrienne Hypolite is the Classified Senate President, and Janie Garcia is the CS President Elect. We welcomed both of them and mentioned that Josh Pelletier wasn't yet on the call but we wished to thank him for all of his collaborations with academic senate and his leadership.

7. Shared Governance: Return to Campus: Kristy talked about adding more face-to-face classes for fall and the removal of social distancing requirements. It looks like we will have about a 70% return to "normal" in terms of numbers of on campus classes. Now RTCC and EOC are in the process of assessing need for supports and services for the in person classes. Kathryn mentioned the Districtwide Consultation Task Force, led by Chancellor Miner and made up of leadership at the two campuses and Central Services is looking at a draft Board Policy and Administrative Procedure related to a mandatory vaccination requirement for staff and students returning to campus in fall 2021

Advisory Council: Kathryn shared updates from the last two meetings 5/28 and 6/4. She shared a number of supporting materials which she won't go through during the senate meeting, but encouraged senators to take a look. One is the [analysis of the May Revise of the California State Budget](#), and things are looking very optimistic for funding for CCC's. Kathryn also provided an [update on the full-time faculty and administrator hiring](#) in the Offices of Instruction & Student Services. Last she talked about the conversations around the Shared Governance Task Force, and shared the [proposal](#) which was approved by AC on 5/28, and then the kick-off of the "SWOT Analysis" on 6/4, facilitated by Darla Cooper of the RP Group. She shared the [final results of their assessment of our governance structure](#), and talked through [a presentation](#), leading us in an activity to identify areas we would like to work on. Kathryn said the phases of the task force will look at some "quick fixes" in advance to the 2021-22 Academic Year, but given other asks related to our letter, it's not realistic that we look at any structural or cultural issues by September, so there will be a Phase 3 that continues into the fall. We have created a steering committee, and hope to have 1 or 2 meetings of the taskforce in June to see what can happen over the summer. Faculty who are not on contract over the summer and students will receive a stipend for participation in this work.

8. Academic Senate Elections. Mary Thomas and Milissa Carey (co-chairs) acknowledged the help they received from individuals on the elections committee. Donna Frankel was acknowledged for her insights on part-time faculty. Kerri and Matthew created the ballot and ran the election. Lisa Drake was the outside observer, who certified the results over the weekend.

Mary Thomas presented the results through [a PowerPoint presentation](#). Turnout in the election, 33% F/T voted, and 20% P/T voted. F/T faculty had one ballot with constitutional changes and VP positions, P/T faculty had the same ballot, and also one with candidates for the P/T position.

All of the amendments proposed on the constitution passed. Most amendments passed by 90% or more, with the exception of adding non-faculty representatives to the Exec Committee. Paul Starer won the election for Executive Vice President, Eric Kuehnl was confirmed as Vice President (Curriculum Chair) and Ellen Judd was elected as the part-time faculty representative.

9. Kathryn shared [an update](#) to asks in the AS letter to President Nguyen, and provided a bit more detail on some of the asks, including #8, which included a meeting on June 4th between the leaders of CORE and members of all the councils and senates. When the new dean of equity comes on board Thuy will task them to stay on top of the student letter and continue that discussion. Abhi commented on the positive result of AS embracing the student letter.

There was a question about how the facilitators were picked for asks #2 and #7. Kathryn mentioned partnering with Simon to select them. Wally Anderson came recommended from prior work in the district with conflict management, and highly recommended by Pat Hyland. Darla Cooper is well known in the state, and is Executive Director of the RP Group, who led our own assessment of governance.

10. Second read [AP 4222 Remedial Coursework](#). Kathryn showed changes in red made by De Anza - including substituting the term basic skills for remedial. Villanueva moved to approve AP 4222 Remedial Coursework, Carey second - 15 yes votes (unanimous)

11. Accreditation midterm report - Elaine Kuo [presented](#) the process of preparing the midterm report, and the work of the study group. She encouraged faculty to take a look at the report and provide feedback. Board approval is needed in August, we will submit in October. When we return in September we'll see a "final" version posted on the website. She mentioned Accreditation work that will result in our self study in 2023 and 2024. This will require the work of many - this will be "all hands on deck" as we pivot away from the midterm report to the institutional evaluation. To finish the midterm report Elaine and Kelaiah will be accepting feedback through June 18th, and then moving to finish it up. It will require academic senate approval. We will convene a meeting of the senate summer cabinet for that, but Kathryn mentioned looking for a motion to empower the senate summer cabinet to approve the report on behalf of the senate.

Thomas (Frankel 2nd) moved that we authorize the Senate summer cabinet to approve the report. There was discussion about the process and involvement. A question was asked what happens if academic senate does not approve the mid-term report. The answer was that we need to do everything in our power now to suggest areas of the report we are not comfortable with, and which we would like to see changed. We need to take ownership of the report and see it as ours. It's not clear what would happen if senate does not sign off on it. There is time to address feedback and suggestions. There were 17 yes votes, no nay and no abstentions.

12. Draft Open Educational Resources (OER) resolutions – 2nd read. Kathryn noted that in the May revise of the state budget there is a huge increase to the funding to promote zero cost textbook (ZTC) programs. These are certificates and degrees a student can earn made up of courses that have zero textbook costs. Carolyn, our ASCCC OER Liaison, talked about the momentum that OER is getting. There was discussion about departments that have already moved to near zero cost textbooks. There was nothing in the resolution about requiring faculty to adopt OER. Alexis conducted a poll of his constituents regarding OER, 50% yes, 33% no, and 16% not sure. Comments about the quality of OER resources, or lack of OER resources for the discipline.

Given the time, and the need to address end-of-year business before the end of the last meeting of the year, a motion was made (Ryer) to extend the meeting for 30 minutes. The vote was 11 yes and 4 no, and one abstention. Marasco then moved to first address end-of-year business and then back to the OER resolutions and rest of the business. Vote was 15 yes.

End of year business

14. [Treasurer's report](#) (Robert Cormia) - we started the year with a \$9,500 balance, and took in nearly \$5,000 in faculty dues, but spent the balance down by (projected) \$3500, a combination of the part-time rep stipend, student scholarships, and plenary expenses. Cormia commented

that we can only do this for one more year, without a plan to fund the part-time representatives, which Kathryn Mauer and Robert Cormia are working on.

15. Kathryn spoke about composition of the executive committee - Cara Miyasaki won't be continuing going forward next year. For senators not continuing on next year, please work with your division on replacement, and notify Kathryn.

16. Kathryn mentioned that the summer cabinet is typically formed to work over summer to meet for a special meeting. Donna Frankel and David Marasco volunteered to serve, along with the Senate officers. Senate officers will receive a stipend from the College. Cormia stated this needed to be formally approved. David Marasco moved that we approve the summer stipend for the officers, which was approved unanimously.

17. Last item was the calendar for [proposed Academic Senate meeting dates in 2021-22](#). It was noted that April 4th 2022 is potentially a flex day. Kathryn said get back with any needed adjustments. Cormia moved to approve dates for next year Mary Thomas seconded. It is assumed that we'll be Zooming for now. 15 yes and 3 abstentions.

Kathryn thanked everyone for their support this year.

Return to #12 OER Resolutions

Two draft resolutions are on the table for possible action. The first, [a resolution looking for institutional support of faculty wishing to adopt OER but facing workload barriers](#), and the second [a resolution looking to modifications to curriculum processes](#) that may support a closer evaluation of OER by faculty. Kerri Ryer commented on support from her division to support the OER resolution on Institutional Support. There was a motion to approve the resolution in support of Open Educational Resources (OER) Robert Cormia first, seconded by Kerri Ryer. The vote was 12 Yes, no nay, and no abstentions unanimous approval. Moving to the resolution on curriculum processes, there were comments that the resolution doesn't require the curriculum committee to do anything, but it was understandable that there was concern that the curriculum committee hadn't provided feedback (yet). The committee did not want to move to approve until the CCC could provide their feedback, so Kathryn said the officers would make sure that discussion happened in the fall, and we would bring it back for discussion and possible action.

13. [Draft resolution for online proctoring \(or remote proctoring\) software](#) – 2nd read. Kathryn reminded senate that this resolution came about as a result of the state pulling the funding for Proctorio that is currently being provided to the colleges via CVC-OEI. The resolution advocates that the college not fund Proctorio or other online/remote proctoring solutions that do not support our equity agenda. Comments in support of this resolution from multiple divisions. Guest Patrick Morris commented that it's important to remember that there are many ways to support academic integrity, and we have the in-house expertise among our faculty to support each other in doing so in a way that supports our equity values. Motion by Villanueva (2nd by Ryer) to approve the remote proctoring resolution. The vote was 12 yes, no nay or abstentions.

18. Announcements/Good of the Order. Kathryn talked about the significant amount of work that we've accomplished this year, and acknowledged the fruitful partnership with classified senate now that Josh had joined the meeting. We all agreed we're looking forward to the summer!

Reminder: Don't forget to come to the informal Senate retreat next week! Since it's not a regular meeting of the senate, a Zoom link provided in the calendar invite – reach out to Kathryn if you did not receive that.

The meeting was adjourned at 4:28 p.m.

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