

## Academic Senate Draft Minutes October 12, 2020

### Draft Minutes

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

1. Meeting called to order at 2:03 p.m.

2. Roll call

#### Executive Committee

Kathryn Mauer  
Eric Kuehnl  
Robert Cormia  
Allexis Aguilar  
Carolyn Brown  
Rachelle Campbell  
Melissa Carey  
Stephanie Chan  
Michael Chang (guest?)  
Tracee Cunningham  
Jordan Fong  
Donna Frankel

Mathew Litrus  
Dixie Macias  
Cara Miyasaki  
David Marasco  
David McCormick  
Rita O'Loughlin  
Kerri Ryer  
Mary Anne Sunseri  
Mary Thomas  
Voltaire Villanueva  
**Senate Liaisons**  
Kristy Lisle  
John Fox (FA liaison)

Abhiraj Muhar

#### Guests

Priya Vasu  
Mariam Touni  
Teresa Ong  
Abhiraj Muhar  
Debbie Lee  
Jayme Albritton  
Kurt Hueg  
Ram Subramaniam  
Simon Pennington

3. The agenda was adopted by consensus. Minutes from September 28th were also approved by consensus.

4. Announcements: Priya mentioned the [open letter to Academic Senate](#), and posted it to the chat window (it will be linked into the minutes document for 10/12/2020).

5. Consent calendar: [New AS Appointments](#) were approved by consensus. Need up to 20 faculty reps for program review readers (soon), and we only have four.

6. Shared Governance Updates: Kathryn shared that the governance councils have started meeting (last Friday Advisory Council & R&R, and next Friday C&C and E&E), and they have prioritized their fall work. She also asked that all Senate executive members read the open letter from AFSC carefully, and we'll agendize that discussion at the next meeting. She announced that the written Committee Reports document will continue to go out monthly, but we're going to be adding a standing agenda item for governance updates, on a rotating basis. Any Senate rep to a governance committee who wishes to share an update not agendized is also welcome to contribute, if there is a case of timely information needing to be shared with Senate.

Advisory Council kicked off its work with a look at Program Review, and understanding its role in hearing the 2019-20 program review presentations, as well as housing the IP&B (Integrated Planning & Budgeting) Study Group, which is responsible for developing and implementing the

program review process. It also heard a presentation by Elaine Kuo, Foothill's Accreditation Officer, on the need to form a study group (steering committee) to work on the Accreditation Midterm Report. The study group was approved and will be reporting to AC.

The joint Advisory & Revenue & Resource Council (AC/R&R) is still looking at budget reductions for next year. There's a town hall this Wednesday, and then a meeting on Friday to approve this round of budget reductions, and plan for ongoing discussions.

Cara Miyasaki reported from R&R, students talked about housing and gender neutral bathrooms, and also discussed the role of R&R in the return to campus master plan. She mentioned the College taking back "carry over money" in the current budget process.

Kerri, from COOL, mentioned a new round of POCR (Peer Online Course Review), and the importance of this program.

7. Meeting Norms: Carolyn made a great presentation on meeting norms last week. We attached [Carolyn's PowerPoint](#) to the agenda, and talked about the effectiveness of our meetings. Kathryn asked for comments about the [1<sup>st</sup> Draft of Meeting Norms](#). Mary Thomas made a motion to approve them as written, and the motion was adopted (17 voted yes with no abstention). A suggestion was made to add voting norms in times of Zoom to the next draft of the document.

8. COVID Scheduling task force, a workgroup co-chaired by the Academic Senate and the Office of Instruction, submitted a document with [Guiding Principles and Prioritization Criteria](#) for returning instruction to campus in a phased approach. Clarification was provided that since this workgroup was not reflective of all constituencies, or part of our formal governance process, the work would be integrated into a Return to Campus Study Group being formed by R&R. The document was put to a vote and passed unanimously. (16 votes yes, with no abstention)

9. The Faculty Prioritization workgroup, another workgroup co-chaired by the Academic Senate and the Office of Instruction, presented for a 2<sup>nd</sup> read/vote the [2020-21 Full-time Faculty Position Request Prioritization Process](#). The first page lays out the process and the timeline, the next page talks about the prioritization criteria, and the final section is the request form.

There was feedback that a constituent in one division had concerns about the length of the form, that it was daunting, especially given only two week timeframe for completion. could the two week timeframe be extended? Carolyn's work to make the process of developing this form more transparent was recognized. David Marasco moved for adoption of the form (20 faculty voted yes).

10. Ethnic Studies: David Marasco discussed the need to move to a more formal "committee" structure for planning the implementation of the resolution to create an ethnic studies department. He proposed creating a "Steering Committee," restrictive in membership, for quick

pragmatic issues, and a larger Advisory Committee more open to gather input from the campus community. David presented a description of the steering and advisory committees as follows:

### **Ethnic Studies Steering Committee**

This smaller committee will direct needed steps towards creating curriculum and obtaining qualified instructors. It will work closely with the College Curriculum Committee and will report out to both the Academic Senate and the Ethnic Studies Advisory Committee. It will have a tri-chair (student/faculty/admin) structure.

Members

4 Students

3 Faculty

2 Administrators

President and VP of the Academic Senate as ex officio

### **Ethnic Studies Advisory Committee**

This committee has open membership to any member of the Foothill community wishing to assist in the development of Ethnic Studies at our college. It will report out to Academic Senate and E&E. The tri-chairs of the Steering Committee will serve as tri-chairs of the Advisory Committee.

There was discussion about how we'd proceed to create these committees. There were a number of comments about how to choose who serves on these committees.

There was discussion about the time crunch for Foothill curriculum, and also the State (CSU) timeline for mandating ethnic studies. Kathryn clarified that the resolution packet last June committed the Senate to work with the administration on getting the department going during 2020-21, but there was no commitment to actually offer classes by Fall 2021. There was a comment that the thinking on the part of students was having courses ready, that we could have a COR by fall 2021, and potentially teach classes in fall 2021. There was further discussion about including an ethnic studies position in this year's hiring cycle.

There were further comments about the curriculum process, and the role of the curriculum committee of approving curriculum for ethnic studies, and the challenges of needing to go first through a division curriculum committee, when there is not a clear division yet.

Given the time, Kathryn asked if the group would be willing to shift discussion from a general discussion about the ethnic studies to discussion specific to the formation of the two committees, so we could consider a motion on the proposed committees. There was no objection to tabling the rest of the discussion on ethnic studies, understanding it would be coming back either later today or at the next meeting.

Kathryn said she would entertain a motion to formalize the formation of two committees, a steering and advisory committee, to help planning of an ethnic studies department, and the

processes to move forward (the usual curriculum). These would be informal / adhoc committees of the Academic Senate.

Kerri Ryer moved for the formation of these committees, and to designate the faculty currently working on the establishment of CORs for ethnic studies as the three faculty representatives, and to allow for ASFC to appoint students to serve, and propose the two administrators they would like to have part of this steering committee.

Eric reminded us of the need to first move to suspend the rules of a second read of the committee proposal before voting today, so there was a motion and a vote to suspend the rules - 17 Y and 3 N, to allow voting on the motion on a single read. The motion by Kerri was voted on, with 20 Y votes. Kathryn will bring this back to the Senate in two weeks to have a report, continue to work on the reporting structure of the committees, and see how the process is going.

11. Announcements: There was a reminder about the Faculty & Service Leadership Symposium and a planning meeting scheduled for this Friday, October 16<sup>th</sup>.

Mary Thomas reminded students to register to vote, and vote early!

Sam Connell posted a link to the women's march in SF.

The meeting was adjourned at 4:01 p.m. with a final comment by Kathryn to reach out to Senate officers if there are topics you wish to have on future agendas.