

Academic Senate Approved Minutes November 7th, 2022

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

Roll call Cormia

Voltaire Villanueva (President) x  
Jordan Fong (Executive Vice President) x  
Eric Kuehnl (Vice President of Curriculum) absent  
Robert Cormia (Secretary/Treasurer) x

**APPR**

Brian Murphy absent

**BSS:**

Brian Evans x  
Mona Rawal x

**CNSL:**

Luis Carrillo online online  
Tracee Cunningham x

**DRC/VRC:**

Mayra Palmerin-Aguilera online

**FA/Comm**

Ché Meneses online

**HSH:**

Rachelle Campbell absent  
Francis Niccoli absent

**KA:**

Katy Ripp online  
Jeff Bissell online

**LA:**

Stephanie Chan x  
Patricia Crespo-Martin online

**LRC:**

Kimberly Escamilla online  
Mary Thomas x

**STEM:**

Sara Cooper x  
Matthew Litrus x

**PT Reps:**

Donna Frankel            x  
Ellen Judd            x

**Other Members:**

**ASFC:**

Skye Bridges    online

**Classified:**

Janie Garcia (proxy)    online

**FacAssoc:**

John Fox            x

**Prof. Dev.:**

Carolyn Holcroft            x

**Chair of COOL:**

Kerri Ryer            x

**Dean of Equity:**

Ajani Byrd            x

**President's Cabinet:**

Kurt Hueg            absent

David Marasco is a guest in person, Lene Whitley-Putz, Allison Herman, Amy Harrison Shidler, Amy Leonard, Kelaiah Harris, Natealie Latteri are guests (Zoom). Ram Subramaniam joined in person.

Agenda was adopted by consensus

Public comment and announcements: Allison Herman announced RSL is moving fast, there is a mentor workshop soon. David Marasco asked about recordings of the presentations from last year, Allison replied that they will be posted on the website.

Amy Leonard (Guided Pathways) - announced Amy Shilder - CAPS Career Academic Pathways event is coming up, career choices for media arts.

Approval of minutes from October 17th and October 24th. Stephanie moved to approve, Carrie seconded. The minutes were adopted by consensus (Sara Cooper abstained)

Consent calendar: Voltaire announced the seven faculty appointments, adding Ellen Judd to the consent calendar for **Mission (I'm) Possible Council – Resource Allocation Task Force**. It was pointed out that Fine arts and Communications still has a vacancy on the executive council.

Mary Thomas moved to approve, seconded by Donna Frankel. The consent calendar was adopted by consensus.

Regular and Substantive Interaction (Contact). Lene (Zoom) came to discuss RSI. Right before shelter in place, Moreno Valley College was in the process of accreditation and was dinged during their ISER for their RSI. MVC had to update their entire distance education program. The State (chancellor's office) took the opportunity to tie together the threads from Moreno's effort and all across the system, now we have a more formal RSI. Federal government requires that there is a method for each campus to monitor RSI, and how each class (faculty) employs methods to make sure that students are involved. Every single faculty should have an RSI plan, and the College needs to check every quarter to make sure there is a process in place to make sure RSI is occurring.

Rio was involved in an ISER at the time, as we are now. ACCJC is looking at this. How does the College ensure that effective RSI is taking place? Lene asserted this is compliance. Cormia commented that Canvas might have AI tools to look at student and faculty interaction. Did faculty engage in contact that enhanced instruction. Skye asked about what Canvas measures, and what it can report. Lene commented that the analytics are beneficial for trends, but it isn't qualitative. Canvas can check for some browser compliance, and if an assignment was late.

Voltaire asked what the implications are for our faculty. Stephanie asked about an item in the protocol, Lene mentioned instruction in the pipe trades. Kerri reminded us that the document we're talking about is in the larger document that we approved at the last meeting. Voltaire asked what the "ask" is here, and Lene responded that we should all watch the video. Lene commented that we should watch the video and adopt policies that made sense, i.e. fit the culture. Lene mentioned that Coastline has been involved in online instruction for quite a while.

Voltaire commented that RSI will affect our online teaching, as well as student engagement. Kerri commented on the importance of peer support networks. Voltaire shared that this is a big change, both promoting and requiring RSI, akin to "creating something from nothing".

What is best for us to approach this, very nebulous and big?

Ellen commented that she loved the coaching model. Ellen commented that whatever model we come up with, it needs to fit into the contractual workweek. There were questions about how much time goes into teaching an online course. Skye asked what tools that instructors use? Lene commented that the online learning office has a repository of tools, but we could engage in more sharing on our campus, reinforcing the benefit of the coaching model.

Peer reviewers reported satisfaction from looking at other instructor's courses. Donna also reinforced the value of peer mentoring, but there may be a disproportionate impact on adjunct faculty. Stephanie asked, if we're talking about engagement, where do we factor in supplemental instruction (tutoring). Voltaire asked that we go back to our constituents with these

ideas, but cautioned that we don't overburden ourselves. As a body this is what it might look like. Continue this discussion at our next meeting.

Kerri commented that we've been having these conversations (in COOL) for quite a while. This should be an effective process, rather than a compliance effort. Lene commented that this process takes about a year.

Voltaire suggested that the Senate comes to ASFC to discuss this.

Program Review template. How is this proposed timeline going to be different? Ram commented that program review begins in the fall, with documents into review by winter, with presentation to the governance council in spring. Ram commented that you can begin during the spring, plan for writing in spring, Voltaire asked Ram to comment about the program review council. Ram outlined the program review council's composition, and participation by faculty and classified staff. The whole council only meets once a year to distribute the program reviews to the various groups, and the three person program review reader team.

At the end the final categories of evaluation are that you meet expectations or don't meet expectations. Kerri asked about the chart that shows which departments are on what place on the 5-year cycle. We're just reaching the 5th year. Program review, faculty request, and the budget request. Voltaire commented that the program discontinuance process will be developed by the Academic Senate. The goal is that program review's goal is reflection and analysis, with two outcomes, meets expectations or doesn't meet expectations. We will need readers for program review based on the old model.

The faculty and budget request process for this year will look the same, budget requests are needed for new items (new expenses). Kimberly asked about a program review for learning communities, Kelaiah replied that the Dean of Equity (Ajani) and Adriene will be looking at them. There was mention of setting goals, and whether those goals were achieved or not. What are the needs that are required to execute those items? What does success look like?

Sustainability Action Plan - Cormia talked about the Sustainability Action Plan (SAP) developed by the District Energy and Sustainability Advisory Committee (ESAC), composed of faculty, staff and administrators from Foothill and De Anza College. The SAP represents guidance on issues from energy to water to procurement to education and equity. The plan is still undergoing final revisions in the ESAC, including adding additional images of facilities including Sunnyvale. Cormia asked senators to circulate the document to their divisions and send any feedback to the Academic Senate, to Cormia, to Julie Cebelos, and or to the ESAC directly.

Academic Senate Budget - Cormia then talked about the AS budget. We currently have an \$8,300 bank balance, with an estimated \$450 per month in faculty dues (90 faculty x \$5/faculty). With an estimated \$3,000 in scholarships (next agenda item), \$750 for part-time appreciation dinner, and \$1,000 for conference fees, we'll finish the year at about \$7,000 balance. We also

have access to a B-budget with some carryover funds, and should plan how to use that for faculty, e.g. leadership conferences.

Academic Senate Scholarships - Academic Senate had previously discussed supporting six \$500 scholarships, two for transfer, two for CTE, and two for first in family. Donna mentioned the worthiness of students for scholarships. A motion by Kerri Ryer and seconded by Mary Thomas to authorize Cormia to issue a \$3,000 check to the FHDA foundation for the six \$500 scholarships was passed unanimously with no abstentions.

Kathryn Mauer Office Global Experiential Learning - new office, under the office of equity, developing students as global citizens. Campus abroad has had a bit of a colonial (values) whereas the new global citizenship focuses on academic and extracurricular learning, and brings in service learning and community and civic engagement. And the importance of creating lifelong relationships. Kathryn mentioned that she developed this program in 2010 with Foothill but before she joined us at Foothill. Kathryn mentioned that less than 10% of community college students study abroad. Kathryn listed all the values and experiences gained during the program.

So why an office? One stop shop for students, faculty support, and College alignment with priorities and values. From a College perspective, we need transparency for the student experiences. Kathryn mentioned half a dozen projects and programs that will come under the umbrella of Global Experiential Learning. She also mentioned that two faculty leads (Kerri and Ches) are on the Academic Senate. She mentioned some of the logistics. Process of finalizing use of some of the foundation money (funding) to support students. Kathryn mentioned some additional logistics. Donna mentioned how important these programs can be for student life experience. A question was asked about expanding beyond Europe (start is Florence and England) but including Costa Rica. All the funds are student fees. The College puts in reassigned time. Kathryn talked about how we can best support our students in these programs.

A question was asked how much it would cost to go on a trip? Without any other support \$11K (per quarter) Kathryn mentioned other sources of funding. There was a comment about virtual reality (VR) that would support a "global experience" without the cost of travel. Voltaire asked what the role of the Senate would be in the Global Experiential Learning program?

Leadership team reports. Voltaire mentioned attending Plenary. The most contentious items was Minimum General Education Unit Requirement for High-Unit Majors, which failed, and Endorsing the Proposed Singular Lower Division General Education Pathway which PE advocated a no vote. Donna mentioned FACC, unions, all associations that have any role in supporting part-time faculty, in a forum to promote part-time faculty. Carolyn mentioned the 90 minute 13-55 Implementation teams meeting Friday, December 9 for

The meeting was adjourned at 4:00 p.m, our next meeting is 2 p.m. Monday November 21st.