

Academic Senate Approved Minutes December 4, 2023

1 Meeting Called to order at 2:07 p.m.

2 Roll call (Cormia)

| Officers | Location |
|--------------------------------------|-------------------------|
| Voltaire Villanueva | 4006 |
| Patrick Morriss | 4006 |
| Ben Kaupp | 4006 |
| Robert Cormia | 4006 |
| Senators by Division | |
| Apprenticeship | |
| Stephan Schnell | 4006 |
| BSS | |
| Brian Evans | 4006 |
| Mona Rawal | 4006 |
| Counseling | |
| Tracee Cunningham | 4006 |
| Leticia Serna | 4006 |
| DRC/VRC/SRC | |
| Ana Maravilla | 4006 |
| Fine Arts & Communications | |
| Robert Hartwell | Absent |
| Kate Jordahl | Online as guest |
| Robert Hartwell (proxy vote) | |
| HSH | |
| Rachelle Campbell | Absent |
| Frank Niccoli | 4006 |
| Kinesiology/Athletics | |
| Kelly Edwards | Online |
| Katy Ripp | 4006 |
| LA | |
| Ulysses Acevedo | 4006 |
| Rocio Giraldez Betron | online (address posted) |
| LRC | |
| Destiny Rivera | 4006 |
| Eric Reed | 4006 |
| STEM | |
| Rachel Mudge | 4006 |
| Sara Cooper | 4006 |
| David Marasco (proxy) | |
| Professional Development Coordinator | |
| Carolyn Holcroft | 4006 |
| Faculty Chair of COOL | |
| Allison Lenkeit Meezan | 4006 |
| Ensuring Learning Coordinator | |
| Stephanie Chan | Absent |

| | |
|-------------------------|-------------------------|
| Kerri Ryer | Absent |
| FA Rep | |
| Jordana Griffiths | online (address posted) |
| ASFC Rep | |
| Joshua Agupugo | 4006 |
| Classified Senate Rep | |
| Adiel Velasquez | 4006 |
| 21-23 P/T Rep | |
| Roxanne Cnudde | Online (address posted) |
| 22-24 P/T Rep | |
| Michael Chang | 4006 |
| Advisory Members | |
| President's Cabinet | |
| Stacy Gleixner | 4006 |
| Dean of Equity | |
| Ajani Byrd | 4006 |

3 The agenda was adopted by consensus, David Marasco first, and seconded by Ben Kaupp

4 Public Comment

Clifton Der Bing from the Mental Health and Wellness Center would like to be a voting representative on the Executive Committee. Clifton also mentioned that the LGBTQ+ student group is also forming an adult group.

5 Approval of the November 20 Minutes

First by Eric Reed, seconded by Ben Kaupp, the minutes were adopted by consensus

6 Approval of the Consent Calendar

Rachel Mudge will be a voting member for STEM today. Fatima Jinnah will be replacing Zach Cembellin on a TRC. David Marasco, Rosa Nguyen, and Jeff Schinske will serve on the dean of STEM hiring committee.

David Marasco first, Patrick Morriss second, the consent calendar was adopted by consensus

7 ASFC President Updates to the Academic Senate

ASFC president Joshua Agupugo provided an update on student government. First, students have taken on multiple projects. Website improvements are in progress, evaluating which programs are most effective. He mentioned students missing college transfer opportunities because of not knowing deadlines. Joshua asking for feedback, asking for assistance on a schedule. Would like faculty to come in and share what resources are available. Leticia commented that once upon a time we had a one-unit class called CNSL 5 that provided the information Joshua had asked for. Leticia mentioned "COVID reentry syndrome" and asked how much of that is folded into the challenge of getting information. Kate Jordahl made a comment

regarding sharing information through their courses. Joshua mentioned a survey that ASFC will be conducting with students. Brian suggested we ask what connects a student to campus. The survey will go out in the next few weeks or at the start of the winter quarter. Eric suggested we ask students what they need to succeed. Leticia asked how students understand how to ask for what they need. There was a discussion about information for students.

9 Proposed Amendments to Regular Substantive Interaction (RSI) Documentation Model

Allison talked about a student panel on learning (during opening days) and feedback about the difficulty with online learning, and deficits with faculty communication and interaction. Alison advocated for elements of RSI that can add to the quality of online education. For F/T faculty, have they participated in POOCR or humanizing education? Alison asked for feedback from Senators.

Rachel Mudge shared a story about a math faculty who first taught online in 1996, and how we could approach a faculty who has tremendous online teaching experience, and what could we possibly convey to them? She commented that the J1 could be used to help establish that effective online communication is taking place. Rachel commented that there are topics that she might benefit from, but for mandated RSI training, we need to create higher quality teaching, and not just jump through hoops.

Ben asked, would some proposed study would help define RSI for faculty. If we are trying to set a floor for online teaching, how do we offer training to faculty that doesn't burden faculty who are able to do this well? Kate commented that it would be great to have a current and valuable course that has collegiality, and inspires sharing of ideas between faculty, and supports students who are trying to learn online.

Allison showed a slide entitled "Amendment to the RSI documentation model" Alison asked that faculty send her ideas. Eric Reed commented that administrators are holding faculty accountable. Voltaire shared that even with a master's degree in instructional technology, he wouldn't be able to offer constructive guidance in instructional (online courses) as so much has changed. Clifton agreed with Kate that there could be a win-win for students and faculty. Patrick offered one additional thought that this (RSI) will go from Foothill to De Anza Academic Senate and then to FA, and the nitty gritty details will matter. Alison answered a question that we need to document faculty-student contact, and provide examples of RSI in online courses.

9 13-55: Strategic Vision for Equity Issue 7

Voltaire commented about the DEDAC committee (District Diversity Equity Action Committee) and how it is reconvening. Voltaire wanted to ensure that we had a foundation for cluster hiring, should we go in that direction, especially in regard to hiring practices.

10 Developing a Zero Textbook Cost (ZTC) program and associated faculty stipends

Carolyn mentioned that across the State, a large number of ZTC programs are being managed by subcommittees of the Academic Senate, it's a lot of work, we have funding, but we don't have enough faculty involved now. Voltaire mentioned that Kurt is willing to serve on this group, and that there needs to be someone running this group. We still have time but there are deliverables due by December 2024. Carolyn commented about professional development around ZTC, and many Colleges have stipends to support faculty, and there are dozens and dozens of hours of work to do this. We need to figure out by the second or third week of January how we're going to do this. How are we going to compensate for this?

There was discussion about compensation. Where would it come from? Schedule G? There is a FOAP assigned to the Zero Textbook Cost project (funding from the State). Voltaire discussed the need for a compensation package. David Marasco suggested that we form an ad hoc committee to pursue the OER project, faculty willing to serve on this committee will receive service credit, or NTS at a baseline of \$50/hr. Alison added that the committee by the third meeting of the winter quarter (February 5th) reports back with a budget and a timeline. David Marasco accepted the suggestion. Ben Kaupp seconded the motion. The motion was passed by consensus. We now have a ZTC advisory committee. Voltaire asked senators for interest.

11 Allocating Scholarship and Grant Funding from Faculty Dues

Robert Cormia discussed the Academic Senate budget. The College's B budget is helping to support our faculty dues balance now. In the past, the Academic Senate has used faculty dues to pay for ASCCC conference fees. More recently, Foothill College (Senate B budget) has picked up the cost of all ASCCC conference expenses. In the past, the Academic Senate has contributed money for student scholarships, but we could also consider other measures to support students, including food security, and transportation. David Marasco brought up the needs of part-time faculty. Kate brought up succession planning. Joshua recognized the importance of supporting part-time faculty. Joshua also mentioned that students often come to ASFC for advice. Joshua commented about the ASFC budget. Cormia mentioned that the district, and college, should be funding Academic Senate expenses at both colleges.

David Marasco made a motion to approve six \$750 scholarships, two for transfer, two for CTE, and two for first-in-family, \$4500 total. Eric Reed seconded the motion. Motion was approved unanimously. Kate suggested that we put \$500 to the food bank. Leticia suggested a warm coat drive. We may decide at another meeting to put \$500 into the food pantry.

Cormia shared that the dues budget is currently ~ \$10,400, with dues of ~ \$400 per month, and that we could make a number of pledges for student support, and still finish the year with a healthy balance.

12 Senate Governance Smartsheet

Voltaire shared a Smartsheet screen for committee service, developed by Jasmine Garcia. Jasmine initially started work on this over the summer and has been working on this during the

fall. Voltaire and Robert gave an initial project goal to Jazmine, who then took the service data from consent calendars and other recorded service documents. Voltaire showed the current year, but Cormia mentioned that Jazmine would work to get the prior three years of service into a readable format for faculty, especially to support their PAA applications in June 2024.

The meeting was adjourned about 3:57 p.m. Next meeting is in January 8, 2024