

**Foothill Academic Senate Agenda**  
**12 October 2009, 2:00-4:00pm, Toyon Room**

President:	Dolores Davison 10	Bio & Health Sci:	Karl Peter 10	Lang Arts/LRC/:	Rosemary Arca
Vice President:	Carolyn Holcroft 10				Pam Wilkes 11
Secretary/Treasurer:	Bob Cormia 11				
Curric. Co-Chair:	Carolyn Holcroft 10	Business & Soc. Sci:	Eta Lin 11		
Student Liaison	Ashley Chan 10		Sara Seyedin 10		
		Counseling:	Tobias Nava 11	PE & Athletics:	Shanan Rosenb
Adjunct Faculty	Donna Frankel 11				Dixie Macias 11
		CTIS:	Mike Murphy 10	PSME:	David Marasco
			Sandi Watkins 11		Patrick Morriss
Adaptive Learning:	Don MacNeil 10	Fine Arts &	Kate Jordahl 10	FA Liaison	Karen Erickson
	Teresa Ong 11	Communication:	Bruce McLeod 10	Cabinet Liaison	Katie Townsen
				Classified Liaison	Darya Gilani
2:00 – 2:15		Call To Order			
		Announcements – (General)			
		Approval of Minutes		Action	
		Consent Calendar see page two		Action	
		Action & Information Items:			
2:15 – 2:45		President’s Update – Miner		Discussion	
2:45 – 2:55		CCC Procedure Change – Holcroft		Action	
2:55 – 3:05		CCC Update -- Holcroft		Information	
3:05 – 3:15		SLO Update – Arca		Information	
3.15-- 3.35		Board of Trustees/CAC/PaRC Reports – Davison		Information	
3:35 – 3:45		Sid Davidson Scholarship -- Seyedin		Discussion	

**Announcements –**

College Skills Committee Membership  
Strategic Initiative Committees

## **Consent Calendar**

Bonny Wheeler (chair) -- Kathy DaPaolo TRC

Lisa Schulteis (chair), Larry Miller – Brenda Hanning TRC

Kate Jordahl, College Skills Committee

Mike Murphy, Banner Portal Committee

Joe Ragey, College Curriculum Committee, Fine Arts

Victor Tam, Scheduling Committee

Strategic Initiative Committees

Bernie Day, Access into Action

Ion Georgiou, Operation Planning

## **Minutes**

Senate Minutes 9-28-2009 (draft)

Quorum was present and meeting started at 4:02 p.m.

Attendance - David Garrido is classified liaison

Senators and officers introduced themselves, and recognized that the work of the college will be very challenging this year, and the role of the academic senate ever more important.

Announcements – Administrative evaluations are beginning, and all administrators will be evaluated this year.

If you would like to coordinate an evaluation, please contact Senate President Dolores Davison

([doloresdp@yahoo.com](mailto:doloresdp@yahoo.com)). Faculty are encouraged to participate in any evaluations you receive so that your voice can be heard. This year all comments and not summaries are collected and reported – full evaluations need to be given.

The chancellor search is in progress – the first meeting of the search committee is October 8<sup>th</sup>.

Faculty Alex Kramer from De Anza was approved as District senate president by the De Anza senate on June 15<sup>th</sup>. District Senate president also attends APM (Academic and Professional Matters) which replaced JDG (Joint Development Group). APM is also a board committee.

Dolores Davison made a presentation 'Effective Senates' as an introduction to the role of academic senate, and explaining the 'ten plus one' powers and responsibilities of academic senates. A brief review of the key topics follows. AB1725 of the education code gives colleges' authority and responsibility of setting up and maintaining effective senates. Title V powers include the right of senate president to speak at board meetings.

Overview of powers and responsibilities for areas 1-5 are 'faculty primacy' and areas 6-10 as negotiated with the board. The board cannot 'interfere' with areas 1-5 unless faculty don't show responsibility in an area of primacy. AB1725 mandates that appointments to college (board approved) committees must be approved by the senate, with consultation with CEO and cabinet. The senate is also involved with equivalency and minimum qualifications, determining hiring criteria for faculty, and negotiating retreat rights for faculty who have chosen to become administrators. The senate strives to work with the Faculty Association (FA) in areas of mutual interest.

Responsibilities of senators – communications with their division faculty is important. Communicate important issues and garner input on issues where a voice and/or a vote are required. Division senators comprise the senate executive committee. Each division is entitled to two senators. Additionally the senate created a 'part-time faculty' representative position in an election in spring 2007. In faculty-wide senate elections, each full-time faculty receives a full vote and each part-time faculty a half vote.

The Academic Senate follows a 'flexible Robert's Rules of Order, and is covered by the Brown Act. If a senator cannot make it to a meeting where a vote occurs, that division senator may appoint a proxy by notifying the senate secretary (by email) 72 hours in advance. Senate procedures may be reviewed at <http://www.academicssenate.cc.ca.us>. Senate officers attend the fall and spring plenary statewide academic senate.

Other business:

Pat Hyland needs faculty to serve on student grievance hearing pools, which comprise a dean, two faculty, and the Vice President (VP) of student affairs. Senators requested a report of how often the grievance hearings meet each quarter, and additionally is there was a reporting mechanism for grievance recommendations which are later overturned (by a VP) etc. The academic integrity committee needs to be reconstituted this year.

Faculty interested in serving in the 'Hearing Pools' for students grievances (FT only), should contact Dolores Davison. A comment was made that the student grievance process needs illumination and stricter process – there are concerns that committee recommendations have sometimes been overturned at a higher level.

PARC – the Planning and Resource Committee needs faculty participation for access and collaborative governance. The Strategic Initiative Committee will include contributions from subcommittee initiatives. All committees which contribute to the strategic initiative committee will meet twice a month on the second and fourth Tuesdays and Thursdays 1:30-3:00. Faculty interested in serving on any of the Strategic Initiatives Committees (Access into Action, Community of Scholars, Operations Planning) should contact Dolores Davison. 10/13/09 is the first meeting for each committee.

The existing portal will be removed – new portal will mostly be the same functionality – some collaboration tools will be added. Student Information Systems (SIS) – faculty need to get involved in giving feedback to the technology committees.

Minutes from June 8<sup>th</sup> 2009 were approved.

Changes to the consent calendar: Joanne Lopez will not serve on Academic senate. Remaining consent calendar was approved as follows:

Patrick Morriss – Academic Senate, PSME

Teresa Ong – Academic Senate, ADL

Karl Peter, Maureen McDougall (chair), Bob Cormia (at large) – TRC for Kathleen DePaolo, BHS

Bonny Wheeler (chair), Lisa Schulteis, Mike Murphy (at large) – TRC for Brenda Hanning, BHS

Bill Ziegenhorn (chair), Jay Patyk – TRC for Brian Tapia, BSS

Frank Cascarano – Strategic Initiative Committee, Community of Scholars

Sam Connell – Banner Portal Implementation Subcommittee

Dolores Davison – Strategic Initiative Committee, Collaborative Governance

Jay Patyk – Strategic Initiative Committee, Operations Planning Committee

The ACCJC Final Follow-up Report ( [http://www.foothill.edu/senate/documents/2009-10/Fall\\_09/readdirect.php](http://www.foothill.edu/senate/documents/2009-10/Fall_09/readdirect.php)) will be submitted to the board for approval on October 5th. Katie Townsend-Merino discussed the follow-up report (to the one-page strongly worded letter) and both she and Rosemary Arca commented that this was an extraordinary effort by the College. The college went from 0 to 84% 'SLO compliance' in less than seven months.

The follow-up report must be board approved by October 15<sup>th</sup>. Rosemary Arca thanked faculty for their SLO efforts last year.

The Governance handbook – Integrated Planning & Budgeting Governance - was presented and will come forward for action at the October 26<sup>th</sup> Academic Senate event. The Governance Handbook Draft contains complete info on how the campus governance process operates.

Katie Townsend-Merino gave an enrollment update – is up 2% overall from fall 2008 to fall 2009, resident enrollment is up about 2-3% and non-residents down about 10%. Maximum wait list peaked at about 2,800. The three most impacted departments were English (500), Biology (285), and Math (250). FHDA District Board said that we have 370 FTEF to work with for the 2009-2010 academic year. The following departments are serving more (or less) students based on FTEF and enrollment management:

Adaptive learning – up 18%

Biohealth / bioscience- up 1%

BSS – up 10%

CTIS – up 4%

Fine arts – up 15%

Language arts – down 16%

PE up 1%

PSME – up 12%

Program discontinuance: Dolores gave a brief report to control rumors: expect more cuts next year especially in areas underperforming or which are similar to or overlap areas at De Anza. Radio broadcasting will be discontinued (faculty retirement) and video arts will be transferred to De Anza. The radio station may continue but not as a program. There was discussion about the process of not discussing program discontinuance at senate.

25.72 Admin / classified must be cut this year **on top of** cuts from last year. These cuts will be effective June 2010. These cuts will be determined by the Planning and Resource Council. To meet the full-time faculty obligation number we will continue to need to hire new faculty.

Curriculum committee report –Carolyn Holcroft stressed the need of the committee to continue to improve communication to the divisions. There will be a proposal to put curriculum business into the consent calendar rather than a full vote of the academic senate. Curriculum committee has the responsibility for curriculum, and is part of the full senate. Voting on the consent calendar can be delayed until 2:30 to allow all senators to arrive and be able to vote. It was commented that curriculum issues should be hashed out in curriculum committee, and issues reviewed by senate.

The College Skills Committee will replace the Basic Skills Committee, and are looking for faculty to serve. The committee meets on the 4th Wednesday from 1:30 – 3:00 pm. Contact Dolores if interested.

Library hours are being reduced, and are now M-Th. 8 a.m. - 7 p.m. and Friday from 8 a.m. to 4:30 p.m.. There was discussion about rolling the LRC into the language arts division.

Senate training for TRC members is needed for several faculty who have volunteered to serve on these committees.

The meeting was adjourned at 4:05 p.m.