

Senate minutes October 26, 2009 (draft)

Meeting was called to order at 2 p.m.

Announcements:

1. Student sustainability survey (Web link posted)
2. Judy Miner will pay our state academic senate dues
3. Senators need to make announcements to their divisions in a timely manner

Minutes from October 12<sup>th</sup> meeting were approved with corrections

Consent calendar was modified and approved as amended. Additions were new Senator Cathy Denver (counseling) and Transfer Center Coordinator hiring committee (Elaine Piparo, Isaac Escoto, Vicki Taketa)

1. Curriculum Report -- Carolyn Holcroft reported on curriculum activities: Training with curriculum reps to improve Course Outlines of Record (COR) and especially the need to improve the compliance of these documents. Training with divisions will begin soon – please try to attend. Divisions need to look at all COR documents - CORs out of compliance could lead to loss of articulation and/or fines from the state.

2. B Budget report – Darya provided a senate B budget report, we are discussing some of the expenditures. Last year the B budget was \$8000. This year the B budget was cut in half to \$4300 plus a carryover of \$300 - \$4000 = \$600 (note that \$400 attributed to the election last year is being investigated as an error in coding – there may be \$1000 left). We are only sending one representative to fall plenary – saving senate B budget funds. Dues contributions for this year have been constant at ~\$800 per month.

3. Financial Aid Report -- Kevin Harral Director of Financial Aid discussed the new scholarship website. Scholarships can now be submitted electronically through a website. Students can post applications, and faculty can post or attach letters of recommendation. Scholarships can be merit or need based – categories by dollar amount. Concept of a category for scholarships – students must know what to apply for.

There are qualifying questions for applicants – are students first in family to get a degree? The form helps students fill out applications correctly, and gathers statistics. Students will know where their application is at various stages in the process by email notification. Staff, faculty, and administrators will read / score the scholarships – through the applications of scoring rubrics. There is a small ‘guest reader’ group and a ‘finalist’ committee review. The scholarship committee is comprised of ‘guest readers’ – selected applications are forwarded to ‘finalist’ readers who make the final selections.

Students can also handwrite / pdf applications. Faculty can email recommendation letters, post them to the scholarship website, or give to the student in a sealed envelope to deliver.

Kevin Harral can be reached at ext. x7223. Dolores commented about the senate AS scholarship, and asked how we might want to work with FHDA foundation in managing and awarding student scholarships.

4. Library White Paper -- LRC / LA merger and senate representative whitepaper: LRC is now reporting to the dean of an academic division. This is atypical for LRC and for most colleges. LRC has been a 'central service provider and may now be seen as 'subsumed' to a more specific set of missions. Other libraries in California have experienced the same 'merger' for financial reasons.

LRC is concerned about both their senate and curriculum committee representation. The LRC white paper research found that senate representation is important and a priority. LRC cannot speak to the change in representation, and state / national standards only call for libraries to report directly to a VP.

Dolores reiterated Judy Miner's comment that senate that senate could decide to allow LRC to have representation temporarily or permanently, but the latter would require a full faculty vote to change the constitution.

A question about procedure was brought up – is the senate making a decision just for LRC, or is this a small instance of a more general case? Could the LRC be an academic division that also reported to Paul Starer, maintaining their 'identity', rather than merging completely into Language Arts?

LRC clarified that they are not asking for something new but instead are asking for something back.

Continuing dialog focused on potential / future merging of divisions (for financial reasons) which could be very different. Examples include fine arts and PE, counseling... other discussions was the unintended consequences of these decisions – and should we make a temporary decision that might affect (???)

Changes in staffing will be known by January 2010 – at that time we might need to have a broader discussion about representation (i.e. too few faculty reps from the merged divisions?)

Senate might be able to take a view or 'snapshot' of what we looked like in fall 2009, what was the number of senators from all of the divisions, etc.)

Language Arts senators stated they were happy to 'share' two senators, one from LRC and one from Language Arts, but LRC no longer attends curriculum meetings as a voting member. A 1994 letter from statewide academic senate recommends LRC representation on college curriculum committees.

Further discussion pointed out this is a complicated issue and we should be careful not to pen ourselves into a corner dictating future representation. There is too much uncertainty in staffing reductions which will take weeks or months to work out. A few senators will work with Dolores to draft language on a resolution to retain the current senate structure, which will be discussed at the next meeting.

5. Sid Davidson scholarship fund – the senate discussed using a portion of our dues fund to support a donation to the tutorial center. A motion to approve \$1000 scholarship (stipend) was passed with one abstention. The funds will go to the FHDA foundation.

6. Reports – Chancellor’s Advisory Committee (CAC) had a long dialog on the recent LAO (Legislature’s Analyst’s Office) visit with Vet Tech, basic skills, and workforce development. It was reported that the LAO had wanted Foothill to make deeper cuts, such as in Physical Education (PE). Further discussion reported that often budget decisions at the State level are made without full understanding of impact or consequences, and may not be ‘data driven decisions’. Some at CAC felt the visit by LAO might have intangible benefits. Some senators reported feeling the LAO visit and LAO comments were ‘harsh’, and that the primary purpose of the visit was to see what areas can be cut further.

Comment on board policies. How do we ‘merge’ the two different timeframes for allowing students to petition for grade change, which is currently two years for Foothill and three years for De Anza College? FHDA board would like the two colleges to have a similar policy. Dolores asked senators if they want to see every word of proposed District Board policies, or instead simply be informed of the highlights.

APM – Academic and Professional Matters – should we start summer quarter one week later, allowing a week break between spring and summer quarter? What would the ramifications be? Mike Brandy has tasked his office into looking at implications with the CSU and UC schedules and will report back.

PaRC committee – the faulty hiring prioritization was announced – four new positions were approved, and two positions carried over. Positions were awarded in psychology, mathematics, sociology, and respiratory therapy. Radiologic technology and transfer center coordinator were carryovers from last year that were not filled. Dolores commented on the openness and forthright nature of the dialog that went into the discussions. There might be a waving of the FON (faculty obligation number) or faculty obligation, but other community colleges are hiring.

Strategic initiatives planning meeting – developing goal setting and writing was a major topic. Katie Townsend-Merino commented about the importance of filling out the survey. Katie also discussed the importance of finding pedagogically sound solutions for helping students afflicted by H1N1 to stay in class. The participatory governance handbook is being reviewed by senate and by PaRC, and will be on the agenda for discussion and approval at a future senate meeting.

The meeting was adjourned at 3:55 p.m.