

Academic Senate Approved Minutes October 17,

2022 Meeting called to order at 2:05 p.m.

Roll call Cormia

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

**APPR**

Brian Murphy online

**BSS:**

Brian Evans x

Mona Rawal x

**CNSL:**

Luis Carrillo online x

Tracee Cunningham x

**DRC/VRC:**

Mayra Palmerin-Aguilera online

**FA/Comm**

Ché Meneses x

**HSH:**

Rachelle Campbell online

Francis Niccoli x

**KA:**

Katy Ripp x

Jeff Bissell online

**LA:**

Stephanie Chan x

Patricia Crespo-Martin x

**LRC:**

Kimberly Escamilla absent

Mary Thomas x

**STEM:**

Christina Rotsides x

Matthew Litrus x

**PT Reps:**

Donna Frankel           online  
Ellen Judd       x

**Other Members:****ASFC:**

Skye Bridges x

**Classified:**

Janie Garcia (proxy)

**FacAssoc:**

John Fox       x

**Prof. Dev.:**

Carolyn Holcroft       x

**Chair of COOL:**

Kerri Ryer       x

**Dean of Equity:**

Ajani Byrd       almost

**President's Cabinet:**

Kurt Hueg       x

Guests: David Marasco, Lene Whitney Putz, Zach Cembellin, Jennifer Sinclair, Amy Leonard, Natalie Latteri, Fatima Jinnah, Teresa Ong, and Simon Pennington.

Agenda was adopted by consensus

Announcements - Brian announced the Foothill Teaching Corps program. Students only need to take 6 units to qualify, email Brian Evans if interested.

The minutes from the October 3rd meeting were adopted by consensus with a change (attendance by Adiel Velasquez for Janie Garcia as recorded by Voltaire) Mary Thomas first, John Fox second.

Consent calendar The TRCs are almost filled. Added to the student grievance panel are Anabel Arreola-Trigonis, Sara Cooper, David Marasco, Carolyn Holcroft, and Kerri Ryer.

Voltaire explained how the due process pool works, and David Marasco clarified that each academic year the faculty appointments to this panel must be renewed.

Ellen Judd first and Mary Thomas second to approve the consent calendar. The consent calendar was adopted by consensus.

Regular business:

Academic Senate priorities - Voltaire removed some of the items from last year

Items added:

- Effective pedagogy committee
- Faculty mobilization / campus climate
- COOL by laws
- Strategic vision for equity

Voltaire went over the six items brought up at the retreat

- What do we want to have accomplished three years from now?
- What are things we can do this year to help move towards these goals?

Matthew Litrus mentioned a constituent brought up conference travel as an issue to address  
Donna commented on the need for uniformity in dealing with conference payments

Donna mentioned the need for a “faculty grievance individual”. Voltaire suggested the possibility  
for an ombudsperson (independent person to come and try to work things out.

Voltaire mentioned disaggregating data for Asian **American students**.

Stephanie commented that Southeast Asians often get overlooked when the data isn't  
disaggregated..

Ellen mentioned finding out what is really working well (in the classroom) for instance, equity.

Brian mentioned the way we hire adjuncts should be examined.

Hilda commented about the data assessment (connections), and how we address student  
success, and additionally the topic of equitable assessment in the classroom, and how we talk  
about student success, and/or the lack of student success.

Skye mentioned how San Francisco City College paired faculty with students to foster additional  
involvement. Kerri asked Skye if faculty provide sufficient onboarding for students? Kerri  
commented that she has heard from several students regarding onboarding for governance.  
Ellen commented that students have a lot to share, but it takes a while to get, and gather, that  
input. Voltaire commented that we will keep this conversation going and to try to keep smart  
goals associated with it.

Chancellor's search - Voltaire shared a meeting tomorrow with Katherine (District Academic Senate) Foothill will recommend one faculty, and De Anza will recommend another, and FA will get a voice. We had two candidates recommended, Sara Cooper and David Marasco.

We read Sara Cooper's and David Marasco's candidate statement to serve on the Chancellor's search committee.

Rachelle commented that people on Zoom should have a vote. There was a suggestion that senators could email Robert Cormia with their confidential vote. It was decided that senators would email Robert Cormia who will keep a tally and share the results with Voltaire this evening.

Kerri Ryer and Lene Whitney Putz brought forward a definition of regular and effective contact. Mary Thomas asked about evidence or recording of contact. Carolyn suggested that the word artifact be substituted for evidence. Cormia asked about archiving student emails, Lene replied that the Canvas inbox be used rather than faculty email, as Canvas keeps track of that correspondence. Kerri commented that there is a difference between synchronous and asynchronous communication. Lene talked about changes to Title V that are coming, and that are coming more frequently. Donna commented on the need for documentation. Kerri will fix some of the wording and will redistribute. Kerri commented that anything with an online component counts as online contact. Kurt commented that we need a documented process to show an accreditor, as well to show a federal inquiry to qualify for federal dollars. Ellen asked Kerri if students are aware of what they should expect from regular and effective contact.

COOL - resolution for adoption of Simple Syllabus. Voltaire read the resolves in the resolution. Especially that Simple Syllabus remains under the control of the Academic Senate. Senators commented that Simple Syllabus is effective, easy to use, and has a number of great features. The resolution encourages rather than mandates the use of Simple Syllabus. We will vote on this at our next meeting Monday October 24th.

Ajani Byrd brought a PPT that was shown during the meeting and online. Ajani shared that the Equity 2.0 document is from the State Chancellor's office. Ajani mentioned that we are one of three systems (Colleges or Districts) that are on the quarter system, and this document was intended for the semester system. Ajani showed the schedule (timeline) and then reviewed the strategy on how to complete the document. Integrated, intentional, and with ownership. Integrated, educational equity master plan, strategic version for equity (13 issues, 55 goals), guided pathways, and Chancellor's Office Equity Plan 2.0. Next part is being intentional. The CO student equity plan 2.0 has 7 subsections, and is one a three year cycle, also identified on an action template. The last part is accountability, as shown through the action template.

Some of the assignment of responsibility included:

Successful enrollment: Anthony and Simon

Retention from primary to secondary term.

Transfer level English and math, transfer, and completion. 20% of CORs will be subject to the new guidelines every year. There was a question about how 20% was decided on, and how they

will be selected, Eric Kuehnl commented that title V updates come every (3-5 years), a five year process would be 20% per year. Voltaire complimented the equity office on how well they were able to pull this document together in a short period of time, and over the summer. Voltaire also commented that we're looking at approving this at the next meeting (October 24th). These documents will be circulated again.

Amy Leonard and Natalie Latiere Guided Pathways

Talking points:

CAPs Webpage tour

Degrees, program learning outcomes, salary, growth and careers

Financial literacy

Natalie reached out to department chairs for program descriptions.

Design and implementation

- First interaction
- Second interaction

Personalized messaging, Outreach to Teresa Ong's office for videos. For revisions and suggestions, please submit to [latterinatalie@fhda.edu](mailto:latterinatalie@fhda.edu) and [leonardamy@fhda.edu](mailto:leonardamy@fhda.edu)

Simon Pennington - website redesign

Simon discussed the new website redesign, the RFP, and student usability. Personalization, branching, new site layout. Centralized single source of truth, and decentralized content creation, so that departments can control their webpages. This will be a yearlong process. Hopefully this will be completed by July 2023. Vendor is on the east coast, they will make a site visit at some point. Please send comments and recommendations to Simon Penginton.

Teresa Ong - talked about her group expanding to community education and wellness classes. She also announced that Ram Subramaniam will be offering a cooking class in winter quarter. Wine tasting class and coffee tasting class.

Leadership team - Voltaire mentioned AB **2449** which will enable teleconferencing, Voltaire ran a half marathon. Che Meneses shared a comment about dual enrollment. Ajani announced last Friday October 14th we had the first 13-55 meeting, the next meeting will be November 4th. There are 13 goals and 55 approaches, hence 13-55. Lene announced ongoing online learning workshops, which will now be hybrid.

Meeting adjourned at 4:02 p.m. Next meeting is in one week