

**Foothill College Academic Senate Meeting Minutes  
January 22nd, 2:00 P.M., Toyon Room**

ITEM	NOTES
1. Call to Order	Quorum present 2:07PM. Escoto called meeting to order 2:07PM
2. Roll Call	<p><u>Senators Present</u>  <b>Isaac Escoto</b> (AS President)  <b>Rachelle Campbell</b> (AS Vice President/CCC Faculty Co-Chair)  <b>Katherine Schaefer</b> (AS Secretary Treasurer)  <b>Valerie Fong</b> (LA)  <b>Jordan Fong</b> (FA)  <b>Maureen Macdougall</b> (BHS)  <b>Lisa Eshman</b> (BHS)  <b>Rosa Nguyen</b> (PSME)  <b>Donna Frankel</b> (PT rep)  <b>Brendan Mar</b> (PT rep)  <b>Sam Connell</b> (BSS)  <b>Tracee Cunningham</b> (CNSL)  <b>Mimi Overton</b> (SRC/DRC)  <b>Natasha Mancuso</b> (BSS)  <b>Robert Hartwell</b> (FA)  <b>David Marasco</b> (PSME)  <b>Kimberly Lane</b> (CNSL)  <b>Rita O’Loughlin</b> (KINS/ATHL)  <b>Marry Thomas</b> (LIB)</p> <p><u>Liaisons Present:</u>  <b>Carolyn Holcroft</b> (Professional Development Coordinator)  <b>Kristy Lisle</b> (Cabinet liaison)  <b>Amy Edwards</b> (FA Liaison)  <b>Robert Cormia</b> (Workforce liaison)</p> <p><u>Senators Absent</u>  <b>Kimberly Escamilla</b> (LA)  <b>Micaele Agyare</b> (LIB)</p> <p><u>Liaisons Absent</u>  <b>Danya Adib</b> (ASFC President)</p>
3. Adoption of agenda	<b><i>Approved by Consensus</i></b>
4. Public comment on items not on agenda (senate cannot discuss or take action)	
5. Approval of Minutes:	<i>See Attachment: ASDraftMinutes11-27-17</i>
6. Consent Calendar	

	<p><b>Director of Science Learning Institute Search Committee</b>  Eric Reed  Rachel Mudge  Nicole Gray  Gillian Schultz – EO rep</p> <p><b><i>Motion to approve consent calendar by Marasco</i></b>  <b><i>Seconded by Hartwell</i></b>  <b><i>Approved by the body</i></b></p>
<p>7. Lottery Fund</p>	<p><i>Moved up from Item 9</i></p> <p>Presentation by Bret Watson  <i>Associate VP of Finance and Administrative Services</i></p> <p>Watson gave an overview of the increased Lottery funds allocated for Divisions in the 2018/2019 school year.</p> <ul style="list-style-type: none"> <li>• Lottery funds received by campus each year based on FTES</li> <li>• Lottery revenues have increased over the last several years</li> <li>• Proposal: Increase allocations for instructional divisions <ul style="list-style-type: none"> <li>○ Orig. budget from 216k per year to Proposed budget to 600k per year</li> <li>○ Funds will be ongoing</li> <li>○ No carryover</li> <li>○ Additional one-time requests are available</li> </ul> </li> <li>• Goals <ul style="list-style-type: none"> <li>○ Enhance student learning</li> <li>○ Support equity students</li> <li>○ Encourage spending of lottery funds</li> <li>○ Allow general fund dollars to be used more effectively</li> </ul> </li> <li>• Proposed considerations (allocation) <ul style="list-style-type: none"> <li>○ Established need (prior spending)</li> <li>○ Enrollment history (prior year WSCH)</li> <li>○ Student Access</li> <li>○ Student Outcome</li> </ul> </li> <li>• Methodology <ul style="list-style-type: none"> <li>○ Original allocation is maintained</li> <li>○ Additional funding criteria</li> </ul> </li> <li>• Proposed funding amounts <ul style="list-style-type: none"> <li>○ Original allocation of 216,045 already distributed to divisions</li> <li>○ Allocate an additional 348k</li> <li>○ How to spend this?? Discussion commenced</li> </ul> </li> </ul> <p><i>Education Code Section 60010(h) states “Instructional Materials” means “all materials that are designed for use by pupils and their teachers as a learning resource and help pupils to acquire facts, skills, or opinions or to develop cognitive processes. Instructional materials may be printed or non-printed, and may include textbooks, technology-based materials, other educational materials, and tests.”</i>  60010(m) Technology-based materials includes software, video and audio, tapes, disks, lesson plans, and data bases</p> <p>Question: How does this work with Program Review?  A source of funds that can help with what a program is requesting</p>

	<p>Question: Could this money be used to aid students in purchasing online individual homework or aides from Publishers/textbooks?</p> <p>Lottery money cannot be used for textbook codes, or individual homework codes</p> <p>Question: How does this work with the Print Shop?</p> <p>Print Shop copies with a code attached would be eligible to use Lottery money</p> <p>Question: Overall, how we can use these Lottery funds in our Divisions?</p> <p>Lottery funds may be used on anything that benefits the students as a whole (scantrons, blue books, etc.)</p> <p>Question: Could we use these funds for fieldtrips?</p> <p>No, but we can use the funds to buy equipment to use at the site of the excursion.</p>
8. Unfinished Business (10+1 area(s) indicated):	
a. Governance Redesign	<p>Escoto gave an update on discussions within the Governance Redesign team. During the first week of the quarter, the Governance Redesign team met to consider another possible model governance structure. This model, the “Mirror Model” would mirror the campus administrative structure: Instruction, Student Services, and Finance. These three areas would become three overarching committees. The team then went over our current committees/efforts and attempted to place them within one of these three committees. During this process, there was a consensus of too much overlap between the three overarching committees. The team moved away from unpacking this model.</p> <p>The team then switched back to looking more in-depth into the “Educational Master Plan Model” which was discussed at the previous meeting. The Educational Master Plan is broken up into three major sections: Equity/Education, Resource/Sustainability, and Community. Each of these sections would become the basis for over arching committee/s. The team focused on Equity/Education, and brainstormed on which types of committees would be under this committee’s purview.</p> <p>In addition to unpacking this model, the team also discussed how to make governance more efficient and effective, whatever committee structure would be chosen.</p> <p><b>Feedback Requested:</b> From a program review perspective, how could program review act as an anchor to actualize the Ed Master Plan? How could program review and a new governance structure allow for a transformative experience?</p>
9. New Business (10+1 area(s) indicated)	
a. Lottery Fund	<i>See above discussion (Item 7)</i>
b. Guided Pathways	<p><i>Guided Pathways Framework (see PDF Foothill Self Assessment Tool CCCGuidedPathways Fall 2017)</i></p> <p>By March, we’ll need to submit a plan to the chancellor’s office.</p> <p>The body reviewed the self assessment, submitted back in December.</p>

	<p>A close look at <b>Key Element 4: Inclusive Decision Making Structures</b> (see above referenced PDF). Faculty leadership will be crucial as Foothill moves further into discussions and implementation of the Guided Pathways framework. A reminder that Guided Pathways efforts are not all new/added ideas/implementations. Much of the work/discussion or college has been doing (discussions about scheduling re: the QFE, discussions re: shortening course sequences, education planning) is already related to Guided Pathways.</p> <p>Request for faculty (full and part time) to help lead (or simply aid in) discussions and involvement, as our college works to implement GP framework. If interested, please contact one of the senate officers.</p> <p>For those interested in the above, there is a conference coming up that would give individuals additional tools for this role:</p> <p>California Community Colleges Guided Pathways 2018 Guided Pathways Workshops  <a href="http://cccgp.cccco.edu/workshops">http://cccgp.cccco.edu/workshops</a>  March 1-2, Hilton Oakland Airport  <b>For any faculty interested in attending this workshop, attendance and mileage will be covered.</b> Please forward your interest to Kristy Lisle, VP of Instruction, and Institutional Research  <a href="mailto:lislekristy@foothill.edu">lislekristy@foothill.edu</a></p>
c. Elections Committee Nominations	Call for volunteers from the senate executive committee, to form the Elections Committee. The positions opening up this next year include: <ul style="list-style-type: none"> <li>o 2-year Part Time Faculty Representative seat</li> <li>o 2-year Academic Senate President seat</li> </ul>
d. Senate Program Review TracDat 4 Column Report	<p><i>See Attachment: 1718ASPR AS-FourColumnReport</i></p> <p>Escoto hi-lighted a few items from the 2017/2018 Senate Program Review, including the implementation of new Senate seats (for Apprenticeship faculty and Student Resource Center/Disability Resource Center), and the results of our Governance survey. The survey indicates that staff, administrative, and faculty respondents are familiar and unfamiliar with certain aspects of Senate communication within Foothill College and the District. The officers will be evaluating how we can improve communication in those areas that are lacking, in order to aid further discussion with the body. The officers respectfully request an additional 0.3 release time. The officers will be tracking their hours worked over the next year to gather data for 2018/19 Program Review, in support of a need for additional released time.</p>
e. AP 4236	<p><i>See Attachment: Draft-AP 4236</i></p> <p>Administrative Procedure <i>Advanced Placement Credit</i> First Read  <b>Feedback Requested:</b> Please have a look over this draft, please forward on questions, comments and clarification to Escoto.</p>
f. BP 5700	<p><i>See Attachment: Draft-AP 5700</i></p>

	<p>Board Policy <i>Intercollegiate Athletics</i>  First Read  <b>Feedback Requested:</b> Please have a look over this draft, please forward on questions, comments and clarification to Escoto.</p>
g. AP 5700	<p><i>See Attachment: Draft-BP 5700</i></p> <p>Administrative Procedure <i>Intercollegiate Athletics Concussion Management Protocol</i>  First Read  <b>Feedback Requested:</b> Please have a look over this draft, please forward on questions, comments and clarification to Escoto.</p>
h. Stanback-Stroud Diversity Award	<p><i>See Attachment: Diversity Award Guidelines and Criteria...</i>  <i>See Attachment: 2017-2018 Diversity Letter final</i></p> <p><b>Feedback Requested:</b> The Senate has the opportunity to nominate an individual or group for this award. Please have a look at the criteria and guidelines, and forward nominations to Escoto. The process does require the nominee to provide a write up of their efforts related to the award criteria.</p>
10. Committee reports: a. Committee Reports Attached b. Part Time Faculty Celebration	<p><i>See Attachment: Committee Reports1-22-18</i></p> <p>a. Committee Reports  <b>Action Requested:</b> For committee reports, try to hi-light those items that are important to your constituents when sending communications to your division.</p> <p>b. Part Time Faculty Celebration  Last year, the Celebration was overly expensive in regards to janitorial fees. This year, the celebration will be off campus.  Criteria for venue selection:  1) The venue includes a banquet Room  2) The venue has enough seating for 100 people  3) The budget per person will be no more than \$25/person.  Proposed restaurants:  1) Maori Indian Cuisine– El Camino and Santa Clara street, can accommodate up to 500 people. There will be microphones, have  2) Somsar – Sunnyvale, can accommodate up to 200 people.  3) Lyons – Moorpark Ave. in San Jose, stairway is steep, and the banquet room is in the basement.  Proposed dates:  Friday evening 5:30-8:30pm  1) March 16  2) April 20  3) May 4  4) May 11  5) June 18  <b>Feedback requested:</b> Which of the above days would work for the PT faculty in your Divisions?</p>
11. Announcement	a. <b>We need Scholarship readers!</b>

s (limited to 3 minutes, Senate cannot take action)

a. Scholarship Readers

We need volunteers to read scholarships, please email Escoto if you are able. Volunteers included Carolyn Holcroft, Tracee Cunningham, and David Marasco.

**b. Professional Development Day**

This Friday, Jan 26<sup>th</sup>

Register here:

<http://events.r20.constantcontact.com/register/event?oeidk=a07eexusm23a920070d&llr=pje5aedab>

Free lunch! Must register first

**c. Critical Thinking: An Antidote to Fake News**

Dr. Tom Chatfield in partnership with the Foothill Library

In an era of fake news, inf Monday, February 5th, 11 a.m.

Hearthside Lounge

Information overload, and disputed facts, how can we develop skills to think critically, confront our biases, and evaluate fact from opinion? In this presentation, Dr. Tom Chatfield, a philosopher of technology, best-selling author, and a fixture on the BBC, will discuss the nuances of this so-called "post-truth" era and share his "10 Commandments of Critical Thinking." His presentation will be followed by a lively Q&A session with the audience.

Light refreshments will be served.

Dr. Chatfield is also available to be a guest lecturer in classes on Feb. 5th.

**d. First annual Foothill College Research and Service Leadership Symposium**

On campus May 17, 2018.

<https://www.foothill.edu/rsl-symposium>

This is a great opportunity for students to develop skills, build their resumes, inspire other students, and present their work in a professional conference setting.

Who can apply?

Students who have completed ANY type of research project

Students who have completed ANY type of community service project

**Faculty and staff can present as well!** Faculty and staff can present a 15-20 min. talk. If you are doing any type of research or involved in any type of community service project, we encourage you to apply and present your own work.

The goal of the symposium is to showcase all the great scholarship and community engagement that is happening on campus and to foster a culture of service leadership and original research. This will be an annual event, so we encourage you to think about ways you can build projects into your classes that students could use to apply.

Applications are submitted online

[www.foothill.edu/rsl-symposium](http://www.foothill.edu/rsl-symposium)

Submission Deadline

March 16, 2018 (Week 10)

Contact Ben Stefonik with any questions: [stefonikbenjamin@foothill.edu](mailto:stefonikbenjamin@foothill.edu)

12. Adjournment

Meeting adjourned 3:51PM