

**Foothill College Academic Senate Meeting Agenda
January 29th, 2:00 P.M., Toyon Room**

ITEM	NOTES
1. Call to Order	Quorum present 2:01PM. Escoto called meeting to order
2. Roll Call	<p><u>Senators Present</u> Isaac Escoto (AS President) Katherine Schaefer (AS Secretary Treasurer) Valerie Fong (LA) Kimberly Escamilla (LA) Natasha Mancuso (BSS) Sam Connell (BSS) Micaele Agyare (LIB) Jordan Fong (FA) Robert Hartwell (FA) Maureen Macdougall (BHS) Lisa Eshman (BHS) David Marasco (PSME) Tracee Cunningham (CNSL) Kim Lane (CNSL) Donna Frankel (PT rep) Mimi Overton (SRC/DRC) Brendan Mar (PT rep) Rita O’Loughlin (KINS/ATHL)</p> <p><u>Liaisons Present</u> Kristy Lisle (Cabinet liaison) Amy Edwards (FA Liaison) Robert Cormia (Workforce Liaison) Carolyn Holcroft (Professional Development Coordinator)</p> <p><u>Senators Absent</u> Rosa Nguyen (PSME) Rachelle Campbell (AS Vice President/CCC Faculty Co-Chair)</p> <p><u>Liaisons Absent</u> Danya Adib (ASFC President)</p>
3. Adoption of agenda	<p><i>Move Professional Development from Item 9a to Item 7</i></p> <p><i>Approved by Consensus</i></p>
4. Public comment on items not on agenda (senate cannot discuss or take action)	
5. Approval of Minutes:	<p>See Attachment: <i>AcademicSenateDraftNotes1-22-18</i></p> <p>*Add Mary Thomas as present to the Minutes</p>

	<i>Approved by Consensus with the above change</i>
6. Consent Calendar	<i>No Consent Calendar Items</i>
7. Professional Development (moved up from Item 9a.)	<p>See Attachment: <i>What_is_Professional_Development_DraftToConstituencies</i> Jeff Anderson, Mathematics</p> <p>Anderson gave an overview of efforts to develop a campus-wide Professional Development Plan.</p> <p>“What, specifically, is the definition of the term “professional development” as it relates to Foothill College’s mission statement and planning documents?”</p> <p>“We define the term professional development as any form of on-the-job training that Foothill employees engage in to improve that employee’s professional knowledge, competence, skill, and effectiveness at Foothill College. This may include specialized training, formal education, advanced professional learning or active participation in college governance structures. These activities are intended to help classified, staff, faculty and administrators enhance professional skills that contribute to the mission statement of Foothill College.</p> <p>Comment: Strike statement from the above</p> <p>Question: How would you define “On the job training” in terms of Professional Development”?</p> <p>This phrase would be good to deconstruct. What types of scenarios does this imply?</p> <p>Feedback Requested: Please read the Professional Development document and forward any commentary to Jeff Anderson - andersonjeff@fhda.edu</p>
8. Unfinished Business (10+1 area(s) indicated):	
a. Guided Pathways Update	<p>Scheduling and Guided Pathways</p> <p>Escoto reminded the body that we put into our Quality Focused Essay a need to address and improve how we schedule classes. In order to make pathways to degrees, transfer, and program completion easier for our students, synchronizing our scheduling efforts at the Program-level would make sense. Also, publishing schedules ahead of time throughout the year, may potentially be very helpful for our students.</p> <p>We tend to look at scheduling courses from a Divisional standpoint, and may not necessarily look to see how these courses connect to a broader program/degree/certificate level. How would our courses work for students at the Program level? Over the next few months, let’s come together across divisions and look at scheduling patterns.</p> <p>Comment: We should make it easier for students to get the courses they need for their program.</p> <p>Comment: Look to see if a needed course is offered within the two year plan of a program</p> <p>Comment: How can people help that would like to volunteer in Guided Pathways efforts?</p>

	<p>We need faculty leaders, and to get people involved</p> <p>Next Guided Pathways meeting: February 3:30-5pm President's Conference Room (Rm 1901)</p> <p>California Community College Guided Pathways 2018 Guided Pathways Workshops http://cccgp.cccco.edu/workshops March 1-2, Hilton Oakland Airport</p> <p>For any faculty interested in attending this workshop, attendance and mileage will be covered. Please forward your interest to Kristy Lisle, VP of Instruction, and Institutional Research. lislekristy@foothill.edu</p>
b. Stanback-Stroud Diversity Award	<p>Feedback Requested: 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. Deadline for submission is Feb 5th</p> <p>Comment: For next year, let's put this award and all other state-wide academic senate awards on calendar for discussion in Fall 2018, well ahead of their due dates.</p>
c. AP 4236	<p>See Attachment: <i>Draft-AP 4236AdvancedPlacementCredit-New</i></p> <p>Approved by consensus</p>
d. AP 5700	<p>See Attachment: <i>Draft-AP5700IntercollegiateAthleticsConcussionManagementProtocolNew</i></p> <p>Question: Are our Football coaches concussion certified? Question: Can we get an Administrative Procedure for other non-athlete student concussions?</p> <p>Approved by consensus</p>
e. BP 5700	<p>See Attachment: <i>Draft-BP 5700IntercollegiateAthletics-New</i></p> <p>Approved by consensus</p>
9. New Business (10+1 area(s) indicated)	
a. Professional Development	Moved up to Item 7
b. Enrollment Initiatives	<p>Our administrators are working to make data-driven decisions in regards to enrollment.</p> <p>Going into Winter 2018, we were at an operating deficit of 2 million. We are up in our productivity, due to increased enrollment in Summer.</p>

	<p>Deans are being asked to look at a course’s productivity at a college-level. For example, some lower-enrolled courses are being allowed to run, because even though they may not help productivity, they may be beneficial for overall FTES (Full-Time Equivalent Students). The more FTES we have as a college, the more funding we will receive from the state.</p> <p>Spring 2018 Projections 0% decrease or increase in FTES However, prediction is we will be UP! Actions to Ensure Foothill is up in Spring:</p> <ul style="list-style-type: none"> • Dental Hygiene Bachelors Program 2 tracks – the new completion track • The Academy at Foothill – 4 weeks, 4 weeks, 4 weeks • Year-Up – new cohort of student at Sunnyvale Center – (15 new FTES) • Dual Enrollment Increases –offering more courses at the high school location <ul style="list-style-type: none"> ○ -Kinesiology classes ○ -Calculus at Paly ○ -Early College Promise • Catholic Charities of Santa Clara County • Boys and Girls Club • Mountain View Adult School • Fremont District Adult School • Paly Adult School • ESL Sites – will increase by 5 new sites • Private Schools – St Frances HS, Pinewood Upper School • Sunnyvale – Blue Cube Brown Bag Lunch Series • New 2-year Vet Assisting Apprenticeship collaboration with the SPCA of San Fran • NASA Aims Research Division – USRA Internship <p>If a class fill rate is low, but there are 6 sections of that class, do you cancel that low-enrolled class? Deans are using the calculator (created by David Ulate), making these decisions based on College-wide data.</p> <p>“Shoppers” is a term used to describe students that apply to Foothill, log into the MyPortal system, and start looking at the course schedule, but never actually register in a course.</p> <p>Highest number of students taking courses with us online while also enrolled at other universities are Cal Poly SLO, San José State University (among others).</p> <p>We are assessing which courses these students end up taking, and will then offer these courses more in Late Spring/Summer. Hiring decisions to bring on more PT faculty in these areas.</p>
<p>c. Apprenticeship Site Visit/Meeting</p>	<p>This past year, we voted to include an Apprenticeship seat on the Academic Senate. The distance between Foothill’s main campus and our apprenticeship programs can make it a hardship for our apprenticeship colleagues to join our senate meetings.</p> <p>Last Fall, The Senate officers went over to the Pipe Trades Center off Old Oakland Rd. in San Jose to meet with representatives of our Apprenticeship Programs. We are proposing holding an upcoming Senate meeting at this location. Suggested Mondays include:</p>

	<p>Escoto will send out a survey to senate reps to see what day/time would work best for an off campus meeting (at the San José Pipe Trades Center).</p> <p>Feb 26th March 12th April 30th May 4th May 11th</p>
<p>d. 2018 Legislative Principles</p>	<p>See Attachment: <i>LegislativePrinciples_Draft</i></p> <p>Question: What is the difference between <i>support</i> for something and <i>advocacy</i> for something? Question: Does <i>support</i> mean institutional/structural support and <i>advocacy</i> mean making resolutions or phone calls? Above terms will be clarified.</p> <p>Revision: 11. Change wording to: “Revise our tax legislation to reduce financial burdens on the neediest students”</p>
<p>e. Curriculum Process Redesign</p>	<p>Moved to a future meeting.</p>
<p>10. Committee reports: Please see Committee Reports for 1.29.18</p> <p>a. Part Time Faculty Celebration</p>	<p>Escoto pointed out the Chancellor’s Advisory Council committee report:</p> <p>CAC discussed the difficulty in procedure for students to register at both Foothill and De Anza. It was also mentioned that getting financial aid and attending both FH and DA can be a difficulty for students. Currently, students that want to take classes at both FH and DA, must register apply and register separately at each campus. ASFC President Danya Adib shared her experience, along with other students’ similar complaints of how difficult it is to add courses district wide. It was clarified that our separate application and registration procedures aren’t Banner requirements. If we wanted to, our district could simplify application and registration. Further discussion to follow.</p> <p>a. Part Time Faculty Celebration Additional options of venue presented</p>
<p>11. Announcements (limited to 3 minutes, Senate cannot take action)</p>	<p>a. Scholarship readers still requested. Early March is when reading will commence. No meetings to attend. All scholarship reading is done on one’s own, electronically. Please email Escoto if you are able to participate in reading scholarships.</p> <p>b. Takeaways from Service Learning Workshop during Professional Development Day (Friday, Jan 26th): We should integrate Service Learning discussions in Senate.</p> <p>c. Service Learning in Online Classes http://events.r20.constantcontact.com/register/event?oeidk=a07ef1vpia69b7c8849&llr=pje5aedab Judy Baker, Dean of Online Learning Thursday Jan 30th, 3-4pm, Hearthside Lounge</p> <p>d. Critical Thinking, An Antidote to Fake News</p>

	<p>http://events.r20.constantcontact.com/register/event?oeidk=a07ef26w6404f7a2b2&llr=pje5aedab Dr. Tom Chatfield in partnership with the Foothill Library Monday, Feb 5th 11am, Hearthside Lounge</p> <p>e. Teaching Philosophy Workshop http://events.r20.constantcontact.com/register/event?oeidk=a07ef0q2m75b0b9ac11&llr=pje5aedab Carolyn Holcroft, Faculty Professional Development Coordinator Monday, Feb 5th, 1:30-2:30pm, room 3504</p> <p>f. Behavioral Culture of Today's Students http://events.r20.constantcontact.com/register/event?oeidk=a07ef1stilya5c105d7&llr=pje5aedab Sean Bogle, Dean of Student Affairs and Activities Feb 9th 10-Noon, Toyon Room</p>
12. Adjournment	Meeting adjourned 4:07PM