Foothill Academic Senate Committee Reports

Prepared for the meeting of October 16th, 2017

**Announcements**:

College Curriculum Committee

Reported by CCC Faculty Curriculum Chair/Academic Senate VP Rachelle Campbell

Last met on Tuesday, October 3rd.

* Reviewed the charge of CCC, and responsibilities we have as CCC reps.
* Putting a call out to all faculty willing to serve on the CCC General Education subcommittee, specifically Area I Humanities, Area II English, Area IV Social & Behavioral Sciences. The time commitment isn’t big, as this support greatly helps as we consider course inclusion in our local general education pattern! Lety Serna has generously offered to review the time commitment and specific duties for serving on a GE Subcommittee with anyone who is interested.
* Discussed CCC priorities for the year. The list was sent to CCC reps.
* Announced that the Oct. 24th meeting will be focused on the college wide curriculum process, including a look at the behind the scenes processes.
* Announced that the Nov. 7th meeting was moved to Nov. 14th due to the IEPI Pathways Conference that both Curriculum Co-Chairs, Andrew LaManque and Rachelle Campbell will be attending. The Nov. 14th meeting will offer a professional development training, conducted by Carolyn Holcroft, regarding evaluating stand-alone courses through an equity lens.

For further discussion and details on the meeting, please check in with your CCC reps.

Our next meeting will be held on October 24th, at 2pm in the President’s Conference room.

Committee On Online Learning (COOL)

Reminder: The COOL committee will meet Oct. 17 at noon in the Library Conference room 3533.

Attendees can also on Zoom or by phone

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/124602602>

Or iPhone one-tap (US Toll):  +16468769923,124602602#  or +16699006833,124602602#

Or Telephone:

    +1 646 876 9923 (US Toll)

    +1 669 900 6833 (US Toll)

    +1 408 638 0968 (US Toll)

    Meeting ID: 124 602 602

Student Learning Outcomes Committee

*Reported by liaison Isaac Escoto*

* No meeting since last report. Next meeting TBA.

Workforce Workgroup

*Reported by Phyllis Spragge*

Workforce tri-chairs will have an initial planning meeting on Monday, October 16th, with the new AVP Ray Kaupp, and VPI Kristy Lisle. The first Workforce Workgroup meeting will be Wednesday, October 18th. In the future, monthly meetings will be scheduled for the 4th Wednesday of each month.

Student Equity Workgroup

*Reported by tri-chair Micaela Agyare*

Meeting times TBA

PaRC

(reported by Isaac Escoto)

PaRC met [October 11, 2017](https://foothill.edu/president/parc/minutes/parc2017-18/PaRC_Agenda_October_11_2017.pdf).

President Thuy Nguyen reported that the Board of Trustees is looking to go out for a GO (General Obligation) bond. Unlike parcel bonds, GOs can be used for things other than facilities. This would help us receive resources to aid in implementing the Facilities Master Plan. The BoT hired a consultant and pollster to see if our community would support such a bond, what the bond amount would be, and whether we would want the item for a primary election or November election.

Bret Watson – Interim Associate Vice President of Finance and Administrative Services shared the [grid containing last year’s resource requests](https://foothill.edu/president/parc/minutes/parc2017-18/OPCforPARC_2017_8_28_17.pdf). As a reminder, these [resource requests](https://foothill.edu/president/parc/minutes/parc2017-18/OPCforPARC_2017_8_28_17.pdf) were approved by PaRC last academic year. Over the summer, the President’s Cabinet went over the requests and advised the president as to those requests. All items highlighted in green were approved for funding. This ends the approval process. The next step is to prepare budget transfers. Deans will be notified of funding, and communication will follow from deans to their faculty and classified staff groups. The new cycle of resource requests begins with the next program review.

President Nguyen mentioned requests for instructional supplies ($100 or less) shouldn’t need to wait a year to be funded. Bret Watson and Kristy Lisle (VPI) will look to communicate with deans about how to filter out smaller requests for quicker action. Mention that we shouldn’t need a full cycle for smaller requests.

Mention of [Governance Summit](https://foothill.edu/president/parc/2017docs/GovernanceRetreat2017Notes_RS.docx) to take place prior to the beginning of each academic year. The GS would bring together leaders from across campus (students, classified staff, faculty, administrators). The group would communicate about roles across campus, facilitate communication among committees, receive a briefing on the budget, and look at college strategic objectives for the year.

Mention that attendees at the LS approved that the 700K budget reduction would be addressed through one time carry over funds. Further info/discussion regarding budget, at town hall held on November 7th. President Nguyen emphasized that it’s critical to get college feedback regarding budget reduction for next year.

Leadership Council (group to lead charge on governance redesign) update: President Nguyen mentioned academic senate’s request for two-part time faculty to join the council. The two administrative reps will be Laureen Balducci and Paul Starer. With the total number of faculty (full and part time) moving up to 4, mention of 4 classified staff (as opposed to the original proposed number of 2). Students asked if they would like to increase their representation on the Leadership Council to 4. PaRC will revisit LS membership at the next meeting.

Report on Integrated Plan efforts (combined plan, to include efforts of SEW, BSI and 3SP). Overview of timeline, and need to pick 5 plan goals (as shared at academic senate). Feedback requested as to which goals to focus on. Continued discussion at Student Success Collaborative, and report outs at PaRC. Goal is to have a first read of the Integrated Plan at the November 1st PaRC meeting.

[Enrollment update](https://foothill.edu/president/parc/2017docs/Enrollment-Update-Lisle-10-11-17.pptx) given by Kristy Lisle (VPI).

Updated [Program Review Template](https://foothill.edu/president/parc/2017docs/InstructionalComprehensiveProgramReviewTemplate.pdf) shared. The goal to focus more on equity and enrollment, include language regarding strategic objectives, and make language more friendly and less bureaucratic. Andrew Lamanque (Associate VPI) asked for feedback about template at the next PaRC meeting. Other program review templates did not change, however, updated versions for use will be updated and posted on the program review website soon.

Paul Starer shared (for a 1st read at PaRC) the [Certificate of Completion in English for Food Service Workers](https://foothill.edu/president/parc/2017docs/New-Program-Creation-Form.pdf). For feedback, please connect with Isaac Escoto.

For a full list of meeting attachments, please visit https://foothill.edu/president/parc/#skipto2017

The next PaRC meeting will be October 25th from at 1:30pm in the President’s Conference Room.

Student Success Collaborative

*Reported by liaison Isaac Escoto*

Meeting scheduled for October 19th, at 10:30am in the President’s Conference Room.

## District-Level Committees

FHDA Board of Trustees

*Reported by FH Academic Senate President Isaac Escoto*

The BOT me on Monday, October 2nd 2017. The agenda is [available online](http://www.boarddocs.com/ca/fhda/Board.nsf/Public).

One **new full time faculty hire** was approved:

Lisa Hills – BHS – Director, Clinical Education/Instructor, Respiratory Therapy

The entire human resources report is available [here](http://www.boarddocs.com/ca/fhda/Board.nsf/files/ARLRTZ627A22/$file/10.02.17_Rev1BoardActionItems.pdf).

The board approved the renewal of two contracts between the Foothill De Anza District and the Butte-Glenn Community College district. With FHDA being the fiscal agent for the OEI. There were two contracts because one is regarding an extension of one time funding FHDA got from the state, and the other contract is regarding ongoing operational expenses that are funded by our ongoing allocation. The two approved contacts can be seen [here](http://www.boarddocs.com/ca/fhda/Board.nsf/files/ARH3AL05F07F/$file/FY18_Subaward_Agreement_Amendment_%231_9.21.17_Final.pdf) and [here](http://www.boarddocs.com/ca/fhda/Board.nsf/files/ARK53W0E5437/$file/FHDA_Butte_Subaward_17-18_Year_5_9.21.17.pdf).

For any other questions regarding the BoT agenda (linked above), please check in with Isaac Escoto.

The next meeting will be Monday, November 6 at 6PM in the Toyon Room.

District Academic Senate

Next meeting October 18th, De Anza College CD2-24

Academic and Professional Matters Committee

*Reported by FH academic senate secretary/treasurer Katherine Shaefers, added to committee report by Academic Senate President Isaac Escoto*

Topic for future APM discussion: minimum qualifications for PT faculty are noted as coming from the district, not each individual college, while min quals for FT faculty are noted as coming from each individual college (per article 15).

Discussed proposed changes to AP 4235 “Credit by Examination.” FH academic senate will review prior to it going back to APM on December 8th.

Updated Board Policy 5010 (formerly 5000) will be reviewed by CAC at the October 27th meeting.

BP 4020 revised with necessary legal language. To move forward for CAC review at the October 27th meeting.

Administrative Procedure 4020 Program and Curriculum Development needed to be developed. Current draft to be shared at future academic senate meeting. This AP includes language related to accreditation and federal regulation regarding credit hours. Modified to reflect district practices.

Next APM meeting will be December 8th, in the Altos Room

Chancellor’s Advisory Council

*Reported by FH Academic Senate President Isaac Escoto*

No meeting since last report. Next meeting October 27th at 12:00pm in the Hinson Campus Center, De Anza College