

Executive Committee of the De Anza College Academic Senate

Approved Notes Agenda for March 11, 2019 Location: ADM 109

TIMES	TOPIC	PURPOSE	LEADER
2:30 – 2:35	I. Approval of Agenda & Minutes from February 25 meeting <ul style="list-style-type: none"> • No objections, agenda approved. • Minutes approved, no objections 	A	Chow, All
2:35 – 2:40	II. Public Comment on items not on agenda (Senate cannot discuss or take action) <ul style="list-style-type: none"> • Why add codes can't be used until the first day of class? Was this question ever answered (Mary D)? Can you please check on this? <ul style="list-style-type: none"> ○ Mary P was appointed to the District-wide task force regarding add codes. She has not heard anything on this yet. • Online and hybrid form difficulties in Curriculum processing (Marc C.) Can we please have a representative to come present on this form? Feedback on the unapproved form is confusing. <ul style="list-style-type: none"> ○ Mae Lee - there is no public guide for filling out the forms. The thinking is that each division is different, because of this there was no guide created. ○ Paul K - How can online and face to face classes be reflective of one another if the online students are not having the same experiences as face to face classes? Online students need more preparation and support for succeeding in online classes. 	I	All
2:40 – 2:50	II. (Misnumbered III) Needs and Confirmations <ul style="list-style-type: none"> • Academic Senate has been asked to submit one representative for the hiring committee for the director of the FHDA Foundation <ul style="list-style-type: none"> ○ Results: Mike Appio (14), Cynthia Kaufman (8), Nahrin Rashid (0) 	I D A	Pape
2:50 – 3:05	III. (Misnumbered IV) Part-Time Faculty Representation on Administrator Hiring Committees & Draft FHDA Administrator Hiring Policy <ul style="list-style-type: none"> • Second read, back as an action item. • Karen presented the text of the updated policy and the plan for presenting our contributions to the Diversity and Equity Advisory Committee (DDEAC). • Mary D Motion to remove “normally not to exceed” - Susan 2nd <ul style="list-style-type: none"> ○ Discussion: Paul - last week came down pretty hard on these parts and wanted to know who added this and what is the basis? Rather than just say no, he would like to know why. If we vote now, I'll vote no. Personally would like to know why it's there. ○ Bob would like to review a series of things that are problematic. Would like to table this because at this point voting on this would be an indication of support. Review of history of procedures and noticed many other concerns including: the original document was more inclusive and that was changed, “shall” was replaced by 	I D A	Chow, Donahue

	<p>“may,” omissions, etc. A promising part is in the second part of the policy, which is an actual call out to faculty to serve on the search committee.</p> <ul style="list-style-type: none"> ○ Kim P - Would like “or” instead of “and” in the Search committees that have a broad impact on faculty:” the instructional program, or student learning will include a minimum.....” <ul style="list-style-type: none"> ■ Also, suggests that faculty should make up a minimum of 50% composition on committees since faculty engages with students and we should have adequate representation. ○ Ishmael - Agrees with Bob and Kim, however, because the meeting is on the 14th, supports striking the language of concern now so that we make it clear to the DDEAC that we do not support the loss of faculty members on these very important hiring committees. ○ Susan - There are dramatic differences between the old and revised documents: <ul style="list-style-type: none"> ■ page 3 of the revised “these procedures do not apply to executive hiring positions.” Interested in what does apply to those positions. Disturbed by the dramatic changes in the revised document and it requires us to pay attention to what is going on here. ○ Mary D - Withdrew motion ○ Mary D - new motion, for the DDEAC to not move forward with the revised FHDA Administrator Hiring Policy until both De Anza and Foothill Academic Senates have had the opportunity to review and comment on the policy and approve it; and Academic Senate requests a representative (such as Laura Savage and/or Doreen Novotny) to come to present and discuss it with the executive committee. Motion Seconded by Mae Lee. <ul style="list-style-type: none"> ■ Kim - are we being notified about these committees (such as DDEAC), when they meet, and agenda. ■ 24 voted in favor of motion, no opposed, no abstentions ■ Motion Passed. 		
<p>3:05 – 3:20</p>	<p>IV. Associate Degree for Transfer (ADT) Policy Proposal</p> <ul style="list-style-type: none"> ● Renee provided handouts for the committee. <ul style="list-style-type: none"> ○ https://drive.google.com/file/d/1I0tPoX5dTJ_0mddeJ-DBDGu6jjHcQKIC/view?usp=sharing ○ https://drive.google.com/file/d/1oXyHt8dNiRQvPdu_ghxdlah4aYteoNjK/view?usp=sharing ○ https://drive.google.com/file/d/15pCKxjgLq9D08m6uEdd1zjMpGjykc1jn/view?usp=sharing ○ https://drive.google.com/file/d/18fIJFGJC-wjH8FqbLnERM3aVa5yVrsUy/view?usp=sharing ● We need a policy on how to award ADTs. 	<p>I D</p>	<p>Augenstein</p>

	<ul style="list-style-type: none"> ● Example 1: <ul style="list-style-type: none"> ○ ADTs are built on a common framework. The substitution doesn't have to match exactly because we want to honor other California community college coursework that exists on their ADT. ● Example 2: CID - Skyline college example, we would accept Skyline's course ECON 102 as shown because the CIDs match. <ul style="list-style-type: none"> ○ Examples 1 & 2 are the items that Renee is suggesting to be approved without faculty oversight. ● Example 3: This would require Econ dept review ● Example 4: Also, dept review ● Example 5: Substitution, dept. If there are a lot of substitutions coming through over time the dept may want to consider adding the course to ADT. ● Renee is requesting AR to come up with a process to assist faculty with the process through a counselor (transfer center counselor) to check the courses prior to faculty so that they can let faculty know if the courses exist/CID/etc. ● Karen - Pleas ask Renee clarifying questions only since we are over time; discussion can be held next meeting. 		
3:20 – 3:40	<p>V. Online Education Resources (OER) Update</p> <ul style="list-style-type: none"> ● LOWERING COURSE MATERIAL COSTS COMPLETION OF "PHASE I" ● Helpful resource: http://cool4ed.org/ ● Karen asked if we should be informing the bookstore if we are not ordering textbooks so that they can keep data on who is using OER for their courses. Lydia says that's a good idea. 	ID	Hearn
3:40 – 4:00	<p>VI. ECMS and SLO Conversion</p> <ul style="list-style-type: none"> ● Course Management Conversion 	ID	Hearn
4:00 – 4:20	<p>VII. Possible Resolutions to Bring to Spring Plenary</p> <p>Previously passed resolutions: https://asccc.org/resources/resolutions</p> <ul style="list-style-type: none"> ● Homelessness and housing insecurity <ul style="list-style-type: none"> ○ DASB passed resolution re: encourages CCC to provide a needs-based overnight parking permit for students that are facing homelessness and parking insecurity, also each CCC have a concrete policy on overnight parking on their website. Karen has a copy. ○ Karen shared Areas of concern from Sabrina Stewart (OTI Supervisor): "Unfortunately, I am not able to attend today's meeting but now that I know they are open to all, I will do my best to attend future meetings. I spoke with a few students who are experience housing insecurities and listed below are a few areas of concern: <p>1 -safe place to park at night 2- bathroom (especially at night) and shower privileges 3- for those without cars, safe place for them to sleep or a safe place for them to store their personal belongings</p>	ID	Chow

	<p>4- microwave or some type of heating element where food can be heated</p> <p>5- easy open food containers ex: canned foods with pop top lids</p> <ul style="list-style-type: none">○ Karen presented a <u>draft of a resolution</u> for the academic senate executive committee for consideration, co-authored by DA faculty including Jim Nguyen, Karen Chow, and input from others.○ https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201920200AB302○ Guest contribution (Ronald Kleinman) we need to do more than this. Things to consider - what is “attending and good standing”, do we allow tents and have a village, or do we just allow cars, is there a code of conduct, etc. Hopefully, a team would be formed to assist with the implementation. Karen - in the resolution it is specific to support the state legislation which is the first step towards your suggestion, which is necessary. This is the first step to support a bill that may actually push the senates and colleges to make institutional changes.○ Mary D - <u>has compiled a list of some of the potential concerns/policy topics based on the code of conduct used at the Episcopalian church across from campus.</u>○ Mary D move to approve.<ul style="list-style-type: none">■ Cynthia- what are we doing on our campus? We already have 30 CA community colleges that allow for parking on campus. When students approached our admin they were told that it was not possible due to liability. Would like to support the resolution and then discuss the implementation.■ Mary S- Seconded.■ This is the first read. Will bring back next week for a vote.■ Rob C- I like this resolution. Currently working with a student who is capable and is having difficulty finding a place to sleep, which is distracting him from focusing.■ Shagun - Motion to bring this back and we need to support this. Would like to bring this back as an agenda meeting to bring in contributors who are well versed<ul style="list-style-type: none">● Cynthia seconded.● 24 in favor, no opposed, no abstentions○ Bob- do we have time to bring other resolutions for next week. Dr. Miner is coming next week per our request so we should be aware of time. We will not be having a joint Senate meeting next week. There will be time for the first read of resolutions, the spring plenary is in the first week of April so we are cutting it close.○ Motion - Susan T. Draft resolutions will be accepted until Friday at 5:00 pm for discussion and voting by Executive Committee on Monday.		
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	<ul style="list-style-type: none"> ■ Seconded Mary D ■ 22 in favor, no oppositions, one abstention, ● Ishmael - <u>Resolution in support of AB 897</u> <ul style="list-style-type: none"> ○ Motion made and seconded ○ 6 voted in favor; 6 voted to oppose; 9 voted to abstain. Motion failed to gain enough votes to carry. 		
4:20 – 4:30	VIII. Good of the Order	I D	All

A = Action

D = Discussion

I = Information

To access the agenda and meeting documents visit <http://www.deanza.edu/gov/academicssenate/>

OFFICERS AND SENATORS	Others
Karen Chow- President ✓ Mary Pape –Vice President ✓ Alicia De Toro – Executive Secretary/Treasurer ✓ Ishmael Tarikh-PT ✓ Mary Donahue - PT ✓ Paul Klingman– App Tech ✓ Pete Vernazza– App Tech ✓ Bob Kalpin – BHES ✓ Gayatri Pal – BHES ✓ Mia Breen – Bus/CIS ✓ Mary Pape -- Bus/CIS ✓ Ron Dunn- CA ✓ Ilan Glasman - CA Julie Kennedy -CD&E Betty Inoue -- Counseling ✓ Rob Clem - Counseling ✓ Anita Vazifdar – DSP&S ✓ Kevin Glapion—DSP&S ✓ Vacancy – ICS/IIS Marc Coronado -- ICS/IIS ✓ Cheryl Balm – PSME Lisa Mesh - PSME ✓ Shagun Kaur-- LA ✓ Kim Palmore -- LA ✓ Susan Thomas - SSH ✓	<i>Thomas Ray – Administrator Liaison ✓</i> <i>Bhuvi Natarajan –DASB Representative</i> <i>Bob Stockwell - Faculty Association ✓</i> <i>Christina Espinosa-Pieb – Interim De Anza President</i> <i>Rob Mieso-VP of Student Services</i> <i>Lorrie Ranck- Acting VP of Instruction</i> <i>Susan Cheu-VP of Administrative Services</i> <i>Hyon Chu Yi-Baker –Director of College Life & Student Judicial Affairs</i> <i>Marisa Spatafore – Associate VP of Communications & External Relations</i> <i>Lorna Maynard–Classified Senate President</i> <i>Hayman Wong – De Anza Student Trustee</i> <i>Mallory Newell- Institutional Researcher</i> <i>Moaty Fayek –Dean of Business/Computer Info Systems</i> <i>Renee Augenstein- Articulation Officer ✓</i> <i>Mary Bennett-Tenure Review Coordinator</i> <i>Sheila White-Daniels—Dean of Counseling</i> <i>Daniel Smith – Dean of Creative Arts</i> <i>Alicia Cortez – Dean of Equity and Engagement</i> <i>Eric Mendoza –Dean of Physical Education & Athletics</i> <i>Randy Bryant – Dean of Career & Technical Education (CTE)</i> <i>Isaac Escoto - FH Academic Senate President</i> <i>Carolyn Holcroft – FHDA District Academic Senate President</i> <i>Pam Grey- Associate VP of College Operations</i> <i>Laureen Balducci, Dean of Disability Support Programs & Services</i> <i>Anita Kandula-Dean of Biological, Health, and Environmental Sciences</i>

Mylinh Pham - SSH ✓
Louise Madrigal - PE ✓
Vacancy -- PE
Tom Dolen – LR
Mary Sullivan – SD ✓
Cynthia Kaufman – Equity and Engagement ✓
Mae Lee - Curriculum Committee ✓

Guests

Jeff L- DASB (Trustee elect) ✓
Rex - DASB ✓
Erik Mendoza - Dean of PE and Athletics ✓
Daniel Smith - Dean of Creative Arts ✓
Lydia Hern, OER ✓
Rob _____,

Michele LeBleu-Burns- Dean of Student Development/EOPS
Lisa Mandy- Director of Financial Aid
Nazy-- Dean of Enrollment Services
Edmundo Norte-Dean of Intercultural/International Studies
Jerry Rosenberg—Dean of Physical Sciences, Math & Engineering
Judy Miner - FHDA Chancellor
Dawn Lee Tu – Faculty Director of Office of Professional Development ✓
Carolyn Wilkins-Greene- Dean of Social Sciences and Humanities
Kelly Swanson - Director, Book Store
David Ulate, FHDA Research & Planning
La Voz Reporter - ✓