

The De Anza Academic Senate

Approved Notes from the Meeting of November 7th, 2016

Senators and Officers present: Alexander, Clem, Cruz, Delas, Dolen, Donahue, Hertler, Kalpin, Karmi, Leonard, Liu, Malek, Nguyen, Pape, Rodriguez, Setziol, Stockwell, Sullivan, and Vargas

Senators and Officers Absent : Breen, _Deck, DiLeonardo, Klingman, Kragalott, Levy, Miskin, and Subramaniam,

DASB: Dara Streit

FA Liaison: Bob Stockwell

Classified Senate:

Curriculum Co Chair

Administrative Liaison:

Director of Diversity, Social Justice, and Multicultural Ed.:

Guests: Elias Kamal (Student Trustee) and Mary Bennett

[NOTE: Item numbers are reflective of agenda numbers in the order they are actually taken up at the meeting.]

The meeting was called together at 2:33, a quorum being present.

I. Welcome and About Equity: Cruz enlisted a volunteer to read the definition of Equity found in the college Master Plan. She then set up an exercise utilizing the faculty inquiry tool accessible from De Anza's My Portal. She demonstrated by projecting an image from the My Portal website, going through the process from logging in to My Portal, then the Employee tab, then the Inquiry Tool. Once there, she guided the group to information for the exercise where pairs would look at data and then discuss how that data might be used in conversations about improving results.

II. Adoption of Agenda and Approval of Notes: The agenda was adopted as distributed with the correction of the meeting notes set for approval. The notes of the meeting of October 31st were approved as distributed. [NOTE: One minor correction was received prior to consideration of the item.]

III. Needs and Confirmations: Alicia Cortez and Kevin Glapion were confirmed for service on the Student Services Planning and Budgeting Team (SSPBT). Letty Wong was confirmed for service on the Partners in Learning Committee. Harman Dhaliwal was confirmed for service on the Instructional Computer lab Administrator Search and Selection Committee. Some concern was expressed about how widely it was known that the opportunity existed for this service. Nguyen also told the group of needs for faculty on the Executive Committee and

the Equity Action Committee. [NOTE: After the meeting it was said that the expressed concern was about both the Computer Lab search and the Associate Vice President search.]

IV. Public Comment: Student Trustee Elias Kamal addressed the group to talk about his willingness to provide input from the student perspective. He also encouraged people to take advantage of the open Board of Trustees meetings and gave information about meetings.

V. Accreditation Standard IVA Evaluation and Evidence Writing Activity: After Cruz gave a brief introduction of the work goal for the session – possible completion of the evaluation and evidence citing for each subsection – the group broke into groups established at the October 10th meeting and worked for approximately 30 minutes.

VI. Action Item: Hiring Committee Training Proposal Process: Cruz informed the group that the Foothill Senate officers had not agreed to the group's proposal to form a special task force to review the district Faculty Hiring agreement including the Hiring Committee Training Proposal. Instead, the Foothill Senate officers said they were willing to add any number of volunteers to join the already in process District Academic Senate review. Leonard, Subramaniam, and Walton will join the effort. Others are welcome.

VII. Discussion Information: A) Institutional Metrics: Cruz introduced the item, telling the group that the metrics are State mandated and are for the college's use in planning and budgeting. She distributed and projected documents previously distributed electronically. The group's attention was drawn particularly to three columns showing A) Master Plan goal, B) Aspirational goal, and C) Standard as they related to eight areas of focus: 1) Student Equity – Persistence rates for targeted groups, 2) Student Equity – Achievement gap, 3) Funding – enrollment, 4) Basic Skills – English, 5) Basic Skills – Math, 6) Basic Skills – ESL, 7) Civic Engagement, and 8) Career and Technical Education – employment after study. Some of the items showed the college performing at or above expectations while others showed significant gaps between performance and goals. The latter should prompt discussions of change in approach or an increase in support funding. A request was made to obtain previous suggestions for college action, both those implemented and those not implemented. Randy Bryant told the group that some of the information that might be useful could be gotten from Margaret Bdzill.

B) Tenure Training Overview: Mary Bennett was present and gave a quick but comprehensive overview of all the components of tenure review committee work. She mentioned that there is an ongoing need for committee members, especially

for at large members. She also explained important terms presented in the contractual information and tenure review handbook documents. There was a question raised about the applicability of material coming from outside the normal evaluation process, such as someone observing a probationary faculty member abusing students in an office hour or elsewhere outside of formal evaluation observations. Bennett responded that this kind of information could not be used directly for evaluation but could and should trigger discussion in the committee about having supplemental evaluation activities which could then bring the concern into the formal process.

VIII. Reports: -The IPBT is finishing its work on the distribution of enhanced lottery funding. Next will be Instructional Equipment funding although the total amount available for discussion is not yet known.

- Nguyen and Setziol explained the ramifications of the special election process and timeline given that no one came forward to run for Interim President. Unless the group begins a conversation about another special election, Cruz will finish the term vacated by Randy Bryant unless she steps down, in which case, Nguyen will automatically become Acting President and someone for the Executive Committee will be selected by the Executive Committee to be Acting Vice President for the remainder of the academic year. There was no comment from the group.

- Cruz pointed to the President's report which had been distributed electronically and explained that this report was her periodic report about all the groups on which she serves.

- It was reported that accreditation activities in various groups were all moving along well and on schedule.

IX. Meeting Evaluation: - Cruz was asked to send links to important data being discussed for a particular meeting.

- It was suggested that in meeting accreditation work be scheduled for the end of the meeting.

X. Good of the Order and Appreciations: - An agenda item was requested on the status of the organized effort to remove the ACCJC as the system's accrediting agency.

- The SLO workshop conducted by Pape was said to be terrific.

- Everyone was reminded of the importance of voting November 8th.

- Cruz thanked the group for its work on accreditation.

The meeting was adjourned at 4:29 PM.