

The De Anza Academic Senate

Draft Notes from the Meeting of April 25th, 2016

Senators and Officers present: Bryant, Clem, Cruz, Deck, Delas, Dolen, Donahue, Hertler, Glasman, Kragalott, Lewis, Lewycky, Liu, Malek, Miskin, Setziol, Sullivan, and Wethington

Senators and Officers Absent Anderson, Langfelder, Maynard, Mello, Pape, and Schaffer

DASB: FA Liaison:

Classified Senate: Lorna Maynard

Curriculum Co Chair: Ram Subramaniam

Administrative Liaison:

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

Guests:

[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 2:30, a quorum being present.

I. Welcome and Mindfulness Activity or Call in Practice: Cruz began by reiterating a definition of Mindfulness Activity for the new Senators. Setziol then introduced the group to a mindfulness activity, the pursuit of a non judgmental listening to a piece of music and the group then did the exercise.

II. Adoption of Agenda and Approval of Notes: The agenda was approved as distributed. The notes of the meeting of April 18th were approved as distributed with the removal of spurious language and a correction of the attendance section.

III. Needs and Confirmations: Melinda Hughes, Siew Keuk, and Shannon Hassett were confirmed for service on the Counselor: Foster Youth Search and Selection Committee.

IV Public Comment: No members of the public were present.

V. Consent Agenda: The Common Assessment/Multiple Measures Steering Committee Description proposal was distributed. Cruz went through it with the group. Questions were raised and answered. It was approved without objection.

VI. Discussion/Presentation Items:

A. Faculty Hiring Policy and Procedures Review Process: Cruz displayed the title page of the District Full Time Faculty Hiring policy and told the group where they could access it online (from the District website). She spoke to three documents, the District Full Time Hiring Policy, the District Part Time Hiring Policy, and a joint Equity and Human Resources committee document. The joint District group is proposing a complete review of all hiring policies and procedures. In answer to questions, Cruz and Setziol said that there were several motivations for the review. One was the mere fact that there has been no joint Academic Senate and Administration review since 1991, another was gradually increasing differences between the way the two colleges go about hiring, a breakdown in Part time hiring relative to the policy, and the need to infuse an Equity focus throughout both policy and procedures.

B. Academic Senate Accreditation Standard IVA Working Session: Cruz and Bryant introduced the work and the desired outcome from it. Dyads (and a triad) were formed and given specific (mostly two) accreditation Standard question. In the previous session, dyads were asked to list possible established resources which could be used to provide evidence in support of statements made to answer the question. In this working session, dyads were asked to make statements in response to the questions for which they hoped there would be supporting documentation in the sources cited.

C. Board Policy 3510 Workplace Violence Draft: Cruz presented a draft revised from the draft to which Faculty Association representatives objected at the last Chancellor's Advisory Council meeting. It was suggested that it would be difficult to feel done with proposed policy without first seeing procedures which would help define terms used in the policy statement. Cruz said she would be forwarding that document.

D. District Mission Statement Draft: Cruz presented the latest draft of a slight revised document. The main difference between the existing a proposed documents is a clearer focus on an Equity agenda for the District.

VII. Action Items:

A. Textbook Affordability/Open Educational Resources Initiative Proposal
Concept: A draft document was distributed. Cruz introduced as being brand new and asked for a careful reading. She also said that she would like approval in concept of the draft. Dolen gave background on the need for the document and what was proposed in it. In order to be eligible for grant money in pursuit of Open Educational Resources (OER), the college had to have a plan and in order to have a plan, the college had to appoint a faculty coordinator. The grant will provide \$1,000 per class section scheduled to adopt and use OER materials. Slated for reassigned time, the coordinator's primary duties will be backfilled by appropriate FTEF for a part time person. Cruz focused on proposed vision and mission statements for this initiative. In response to a suggestion, Cruz pledged to add language encouraging the creation and use of original resources produced on

campus. **It was MSCU (Sullivan/Dolen)** to accept the document in concept with the understanding that changes suggested for the objectives section would be made.

VIII. Reports: – The draft changed Volunteer of Record form has now been approved by the Classified Senate. It will put on the May 2nd agenda.

- A report on the ASCCC Spring Plenary Session was distributed and presented by Cruz. She acknowledged that she used the work of the Foothill College officers as the template for her report. She featured the news that the ASCCC unanimously approved a resolution sponsored by the officers and written by Setziol calling for long term state funding for Student Equity efforts. Sentors were encouraged to read the report carefully and ask questions before or during the May 2nd meeting.

- Dolen announced inquiries (“nibbles”) about the group’s part time representative position.

IX. Meeting Evaluation: - The meeting was observed to proceed at a good pace, with work being accomplished and, generally, to be well run.

X. Good of the Order and Appreciations: - Setziol appealed for registration and other issues for students to be put on the May 2nd agenda, starting with the fact that students who apply and enroll for Fall must completely start over with the application process to enroll in Spring if they miss Winter and to include the need for much better handling of students seeking to repeat a class after five years since they have that right.

- The revised student audit form has finally been put in place.

- Voting on FA positions and on the FA compensation agreement was said to be scheduled for Wednesday and Thursday, April 27^h and 28th.

The meeting was adjourned at 4:28 PM.