Academic Senate Minutes March 9, 2020

Brenda Hanning (BHS)

- Agenda and consent calendar
- Working group on "decision making" update
- COVID-19 response, and instructional continuity

Agenda was adopted by consensus, and minutes from 2/24/20 were approved by consensus

Consent calendar included a number of items

Search committee for dean of DRC - Mimi Overton

Scott Lankford program review reader for (Spanish), Elizabeth Barkely program review reader (at large) for Humanities.

Communications Search Committee: Lauren Velasco, Kristin Tripp-Caldwell, and David Marasco

Dean of Counseling search committee: Cathy Denver and Leticia Delgado

Search committee for Environmental Horticulture: David Sauter and Lisa Schutheis

Consent calendar was approved by consensus

The Senate officers agreed to shift the agenda to accommodate discussion of the COVID-19 response, and specifically how faculty and staff are preparing for inst1 (auc(ns)-1.7 5t)4.8alalh ctiuulty

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now, and all faculty will be encouraged to get Canvas certified. Some faculty in some departments have already moved forward, those faculty can maybe help others move forward.

We acknowledge that in an emergency, we might not be able to have the best possible pedagogy in place, but we want to do the best with what's possible for our students. We have classrooms, labs, tutoring, and counselling impacted, and need to be flexible, especially if employees have been sick or in contact with sick people. FHDA-CCC knows that we'll need flexibility going forward.

Faculty and staff will want to know what happens if they can't come to campus. We have a system called SARS. Strong flexibility with student attendance, keeping the campus clean. What do we do if a student is showing symptoms? We should refer them to our health center, and ensure that there will be someone there answering the phone. There are three key policies in the chancellor's email, and Thuy will be sending an announcement later.

- Health center
- Large gatherings, mass gatherings (over 100 people)

Thuy acknowledged that faculty have been springing up with many "how can I help" ideas. Isaac put up a draft document (created at district meetings the prior week) on the screen about what we would do for instructional continuity. Among the topics to be discussed (per the document Isaac showed) were the categories of

Possible responses
Considerations / challenges
Resolutions / ideas
Who should decide?

There were concerns about student access to reliable technology, which all faculty agreed should be part of our strategy and response. Need to acknowledge that people (students, faculty, and staff) might feel lost, and could need some support. Mass proctoring - how to do finals online and in real time.

Professor Lisa Hills, from Respiratory Therapy - 20 years in pandemic policy making at Stanford and Kaiser, shared her knowledge in pandemic preparedness. Lisa reminded us that this is disaster preparedness. We are dealing with the situation as it is now, which will change as it unfolds. There was discussion about specific health habits responding to the Coronavirus crisis.

Question - what is our response to the crisis? Students have asked why is Stanford closed and FHDA not? Some students are asking, is our current response adequate? Students are also asking if our facilities are clean? Hand hygiene is the simplest response we have. Some Allied Health students to educate other students. Discussion about gel-in and gel-out (when you walk in a building/office space, use hand sanitizer. When you leave a building/office space, use hand sanitizer. Every time. Same practice used in hospitals and doctor's offices.

Faculty are considering using Zoom effectively to reach students. Can't wait for the big determination of a plan. What do we do today? What do we do tomorrow? Important to understand the health guidelines to keep us safe.

Transition the meeting - how do get through the quarter? UC Berkeley will limit face to face classes, transition to Zoom. How do we convert our classes to online? Question asked - what are we telling our students? Students want reassurance that we are working on a plan. If something changes, specifically the risk to students, students will receive a campus email blast.

For classes that are 100 students or more, let's keep in contact with our dean. Ensure that you have up to date contact (email addresses) with your students. Add information to the syllabus, make sure that we remind students that we must have contact information. Tell students that if they have any signs of COVID (or any illness) symptoms, they need to stay home. Flexibility is important during times like these. Consider relaxing course policies tied to attendance. We don't want course policies that will make sick students feel like they have to come to class.

Foothill College marketing has been sending messages out to all students, stay home if sick!

International student advocates have been in contact with the Federal government (policy guidance). There are nuances with International Students - are we changing the regulations on how many units an International student can take online?

Let's say that the College is closed today, at 5 p.m. what would we do? There will be a process to quickly approve courses online, and we will need to list the courses that would/will be moving online (as part of information sent to the Chancellor's Office). Local Colleges have processes about what courses can be taught online. CCC to help lead discussion re: possible blanket distance ed approval.

What if a faculty member doesn't want to teach online? Isaac advocated that we first look at what is in the best interest of our students, even if it's not necessarily our first choice for course delivery. Let's try and address what would make a faculty member feel anxious about teaching virtually/distance, and see how our college could help address those needs.

Faculty need to think through every contingency. Faculty should use the phrase "remote

do their (online) coursework on campus because of Internet access. Kate mentioned we need to help students with technical support. Lené