


Karl Peter – Landscape Design Team  
Falk Cammin – Language Arts Dean Hiring Committee (Foreign Language)  
April Flowers -- Language Arts Dean Hiring Committee (ESL)  
Ali Khejjou -- Language Arts Dean Hiring Committee (ESL)  
Keith Pratt -- Language Arts Dean Hiring Committee (ESL)  
MaryLou Heslet, Counseling and Matriculation Dean Hiring Committee  
Andy Lee, Counseling and Matriculation Dean Hiring Committee

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Minutes – Academic Senate  
February 23, 2009

Members Present:

Dolores Davison, Carolyn Holcroft-Burns, Tess Hansen, Donna Frankel, Don MacNeil, Ernie Schmidt, Karl Peter, Sara Seyedin, Tobias Nava, Mike Murphy, Sandi Watkins, Kate Jordahl, Bruce McLeod, Rosemary Arca, Jordana Finnegan, Karen Gillette, Dixie Macias, Nicole Gray (FA Liaison), Katie Townsend Merino (Cabinet Liaison)

Members Absent:

Shanan Rosenberg, Denise Perez (Classified Liaison)

Guests:

Pat Hyland, Daniel Peck

Dolores Davison called the meeting to order at 2:00 pm.

Announcements

1. Dolores thanked Kate Jordahl for taking the minutes of the last meeting. She mentioned the level of detail was helpful as we record all the conversations we have about program review, SLO's and accreditation.
2. Daniel Peck, the new Institutional Researcher, introduced himself. He comes from Mission College where he worked as the institutional researcher. Daniel has spent his career in the educational and non-profit sectors. He sees his role as being support for faculty. He wants to provide and collect information needed to help with student learning. In the past, he has worked collaboratively with the Academic, Classified, and Student Senates, and he plans to continue to do so at Foothill.

Karen Gillette wondered if his office would help with surveys for SLO data collection. Daniel said he would. He also mentioned that his and Katie's office will be offering workshops on survey construction, using embedded multiple choice tests and other research topics so faculty can do their own research in their classes.

He will forward his contact information to Dolores to be distributed to Senators.

3.

- 5 years is appropriate because of technological advancement in certain fields
- Adult learners often want to repeat courses for lifelong learning
- Students in impacted programs want to re-take courses to improve their GPA's to be more competitive in the application process.

Katie reminded Senators that this policy is not meant to solve the repeatability issue, which is under discussion and review.

Senators felt that this time period ought to be looked at from a discipline level, that time periods may vary according to discipline. Dolores will take this issue back to the Chancellor's Advisory Council.

## 2. FSA in Commercial Music – Kate Jordahl

Kate reviewed the rationale for an FSA in Commercial Music that was sent to Senators with the agenda. Mike Murphy was concerned if the entire Fine Arts Division had approved the new FSA or if it was only the Music Department. Kate was asked to check to see if the whole division approves. Dolores will check to see if departmental or divisional approval is needed for FSA's.

Senate will vote on the issue at the March 9 meeting.

## 3. Faculty Award Report – Karen Gillette/Donna Frankel

This presentation was postponed to the next meeting.

## 4. Institutional Effectiveness Survey – Katie Townsend-Merino/Daniel Peck

Katie announced that the campus would be developing a proposal for new planning processes and procedures. When thinking about planning at the college level, Senators should think about how decisions are made, how the results of program review are used in decision-making processes and how resource allocation is linked to these processes.

Feedback from Senators included the following:

- Concerns that decisions are related to the larger vision/mission of the college
- Concerns that there's a lack of planning overall on campus
- An understanding of the importance of the Ed Resources Committee, but no clarity on the criteria the committee uses to make decisions
- Concerns that there's lots of talk, but that decisions get made in other venues
- Concerns that part-time faculty are left out of the discussions

Katie said the campus will be focused on establishing policies and procedures for operational and governance decisions. Faculty will have representation on governance committees, and, therefore, will need to have good communication outlets in place. Katie emphasized that how we communicate our processes needs to be addressed; she mentioned that sometimes our technology can impede the communication.

Katie insisted that the campus would engage in a healthy discussion of long- and short-range planning and of how deliberate decisions are made on campus.

Karen Gillette mentioned that it's important to work on the college mission, so that the program review and planning processes begin and end with the mission. Katie announced that discussion of the mission statement would take place in a town hall meeting so a large group of college constituents can participate.

The college has 2 ½ years to put these procedures into practice and to evaluate their effectiveness before the next accreditation visit.

There will be two separate task forces to put the planning into place. Katie reminded Senators that because planning is one of the 10 + 1, primary reliance issues for faculty, the Academic Senate will play an essential role in these task forces and in the overall process.

Dolores Davison adjourned the meeting at 4:03 pm.

Submitted by Tess Hansen, February 24, 2009.