

APPROVED NOTES Executive Committee of the De Anza College Academic Senate

Agenda for February 12, 2018 Location: ADM 109

| TIMES | TOPIC | PURPOSE | LEADER |
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| 2:30 – 2:35 | I. Welcome | I | Chow |
| 2:35 – 2:40 | II. Approval of Agenda & Notes from February 5, 2018 meeting <ul style="list-style-type: none"> • Agenda approved • No requests to edit notes, no objections, notes approved | A | Chow |
| 2:40 -- 2:50 | III. Needs & Confirmations <ul style="list-style-type: none"> • https://docs.google.com/spreadsheets/d/1RApbCMqT6mog5Ni000bC6GAPsASGgqo3Cr_ICoUJ6bQ/edit?usp=sharing • No objections, faculty for CTE committee approved (Andrew Stoddard and Manisha Karia) | I D A | Nguyen |
| 2:50 – 2:51 | IV. Courses Into Disciplines and Faculty Service Area (FSA) Review—Child Development, Applied Sciences & Special Education <ul style="list-style-type: none"> • Child Development, auto tech, no changes • Any changes at all need to be hand delivered to Paul. • FSA requests are due soon, contact HR for process. See: http://fafhda.org/fanews/2017/Jan-17_FA_NEWS.pdf | I D A | Setziol, De Toro, others |
| 3:03 – 3:32 | V. Guidelines for Faculty Engagement with Students Online <ul style="list-style-type: none"> • Accreditors were looking for “substantive interaction” in their review of our online courses • Said they did not see enough “substantive interaction” - didn’t see email exchanges and discussions (but not every courses uses discussion). • interactions have to be instructor initiated, regular and substantive. De Anza resources available at: http://www.deanza.edu/online-ed/faculty/guidelines.html • (1st reading) of Resolution to support applying to become part of the Online Education Initiative (OEI) Consortium 2.0 Cohort. The process was started by the submission of a nonbinding letter of interest signed by Academic Senate President and College President, followed by an institutional self assessment completed by Brandon Gainer, Faculty Coordinator of Online Education, but we also need a resolution from academic senate to apply for OEI cohort 2, which is equity focused. • Karen presented resolution: http://www.deanza.edu/gov/academicssenate/OEI_Initiative_Resolution_Draft_Finalv2.pdf • Questions from senate, how does this help our students? curriculum stays local? | I D | Ranck |

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| | <ul style="list-style-type: none"> • Since first read, senators should visit the OEI consortium to review prior to next meeting, OEI exchange: http://ccconlineed.org/oei-course-exchange/ • Chris Dileonardo is concerned that the courses we support will be competing with out own courses. His example was of his oceanography class, during this time of low enrollment he would be hesitant to support oceanography in the OEI consortium • Mary Pape says that these courses will not compete with ours and that participating in this will give us access to new resources that will be beneficial to students. | | |
| 2:51 – 3:03 | <p>VI. UndocuAllies Training Funding Request (2nd discussion)</p> <ul style="list-style-type: none"> • https://drive.google.com/file/d/1VpiMuorYS2i9hFdTVU7dENgCb2sWD7jy/viiew?usp=sharing • Valerie Greene incorporated suggestions and got a second quote for training, including sticker and printing costs = \$350 (500 stickers), new request \$450 • Mary Donahue- Did she go to DASB or Classified Senate to request funds? Attending Classified Senate tomorrow. • Question- Mary Sullivan:, Curious as to requests for funding from others. • Tom Dolen.- possible to partially fund up to \$250 and then suggest that they go to other funding sources too. • Motion amended by Mary Sullivan- fully support UndocuAllies training materials to \$450.00; seconded by Cheryl Balm;, all in favor, no abstentions, no oppositions, passed. | I D A | Chow |
| 3:32 – 3:36 | <p>VII. SLO Convocation Funding Request (2nd discussion)</p> <ul style="list-style-type: none"> • Request of \$600 for convocation • Date: Friday March 2nd (9-afternoon) • Motion: Mary Sullivan motioned to approve, Mylinh Pham seconded; no opposition, Cheryl Balm abstained, approved. • Tom Dolen mentioned voting counts, Alicia suggested using Clickers. All agreed to the use of them, Alicia has them and will provide. | I D A | Pape |
| 3:36 – 3:52 | <p>VIII. Equity For Excellence Funding Ideas (1st discussion)</p> <ul style="list-style-type: none"> • Discussed a document of ideas submitted by Academic Senators: De Anza Academic Senate Incentive for Chancellor’s Equity 4 Excellence Chancellor will match Academic Senate funding up to \$1000.00 https://www.fhda.edu/_districtopeningday2017/ChancellorsE4EProjectProposal.pdf • The project asks district employees, including faculty, to come up with ideas “to advance student equity and retention through the application of validation theory.” • From the introductory article “Revisiting Validation Theory: Theoretical Foundations, Applications, and Extensions” in this journal: https://www.tgslc.org/pdf/emj-s11.pdf: | I D | Chow, others |

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| | <ul style="list-style-type: none"> • “...validation refers to the intentional, proactive affirmation of students by in- and out-of-class agents (i.e. faculty, student, and academic affairs staff, family members, peers) in order to: 1) validate students as creators of knowledge and as valuable members of the college learning community and 2) foster personal development and social adjustment.” • Some ideas proposed by Senators & their faculty constituents: • ___Faculty Proposals for Mini-Grants for Equity For Excellence: Put a strict cap on length of proposals (like, a 3-4 sentence summary plus a budget breakdown). Ask Senate to review and vote on proposals monthly until the money is gone. Then, if we want, we can vote to approve another \$1,000 to go into the pot, or the project dies. Also, we could invite awardees to come to a Senate meeting and share how it went. • ___ a “Coffee Office Hour” where students and faculty get a subsidy (TBD) towards a coffee drink at the café in exchange for chatting with one or several student(s)/faculty while enjoying the drink. • ___ Faculty Scavenger Hunt – students go to faculty office hours to collect a prize...faculty keep a list of who comes | | |
| 3:52– 4:04 | <p>IX. Faculty Association & Senate Leaders Joint Meeting Update</p> <ul style="list-style-type: none"> • Business process alignment task force was proposed at the last Chancellors’ Advisory Committee meeting. It would focus on the removal of internal barriers for students that exist between the colleges within district. The task force would look at: Which business practices can be adjusted to limit these barriers? Joe Moreau has put out a list of topics and people to address. FA was interested in speaking about this bc of faculty impacts. Alicia will work with Senate on 2/26 to review the task force. Student rep spoke up regarding her own experiences with being a De Anza student enrolling in online classes at Foothill. Karen expressed the need to have students participate in the task force. • Karen Chow will share a list of proposed areas for exploration for consolidation/streamlining at the next Senate meeting from Joe Moreau. • SLOs were also discussed at the retreat and how much that effort has had on improving student success and outcomes. Discussed meta analysis of this and how that could help us measure whether the process is working. • Program Integrity: in light of reductions, how can we preserve programs (used Music department course sequence at De Anza as an example) | I D | Chow, Nguyen, Stockwell |
| 4:05 – 4:19 | <p>X. Low Textbook Cost Designation</p> <ul style="list-style-type: none"> • Lydia Hearn brought forward a draft Low Textbook Cost Designation form and process that is modeled after the Zero Textbook Cost Designation form | I D | Hearn |

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| | <p>and process already approved by Senate and in use starting in Winter 2018 quarter online course catalog</p> <ul style="list-style-type: none"> • “Low Cost” Defined as total costs for course to be \$40 or less for materials needed in a course. • Cheryl Balm would like to bring the \$40 cost discussion to the group. Rob C - would like to look at the average cost of textbook and materials for a class at De Anza. Karen suggests continuing this discussion at another time. • Lydia will bring back a revised version of the document for a second discussion and action | | |
| 4:25 – 4:34 | <p>XI. Good of the Order and Appreciations Visit from Dr. Murphy regarding: Compassion, Care, and Advocacy In Response to Homophobia and Hate Crimes; Wednesday February 14; 1:30-3:45 PM; Campus Center Conference Room B No Academic Senate Meeting on 2/19 Presidents’ Day Holiday. APASA Lunar New Year Luncheon Thurs 2/22 Purchase ticket from Duc Nguyen, Mailroom Next Academic Senate Meeting: February 26 Psychological Service Open House Wednesday Feb 14, 10-2pm, Rm 127 Registrations and Student Services Blood Drive on Thursday, Feb. 15 8am-4pm</p> | I | 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 |
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| <p>Karen Chow- President Jim Nguyen –Vice President Alicia De Toro – Executive Secretary/Treasurer Yael Karmi-PT Mary Donahue - PT Paul Klingman– App Tech John Walton – App Tech Bob Kalpin – BHES Peter Miskin – BHES Mia Breen – Bus/CIS Mary Pape- Bus/CIS Milena Grozeva Levy- CA Vacancy - CA Nellie Vargas-CD&E</p> | <p><i>Brian Murphy-DA Pres</i> <i>Stacey Cook-VPSS</i> <i>Christina Espinosa-Pieb-VPI</i> <i>Susan Cheu-VPFCO</i> <i>Lorrie Ranck- AVPI</i> TBA-OSOD <i>Marisa Spatafore-Mktnng</i> <i>Vacancy –DASB</i> <i>Bob Stockwell- FA</i> <i>Lorna Maynard–CS</i> <i>Elias Kamal – Student Trustee</i> <i>Mallory Newell-IR</i> <i>Moaty Fayek -Dean BS/CIS</i> <i>Renee Augenstein-Articulation</i></p> |

Robert Alexander -- Counseling

Rob Clem - Counseling

Vacancy – DSPS

Maria Delas-DSPS

Catie Cadge-Moore – IIS

Marc Coronado -- ICS/IIS

Cheryl Balm – PSME

Chris Dileonardo- PSME

Iva Tracey- LA

Cecilia Deck, LA

Laura Chin - SSH

Mylinh Pham - SSH

Arden Kragalott PE

Scott Hertler- PE

Tom Dolen – LR

Mary Sullivan – SD

Erik Woodbury - Curriculum Committee

Mary Bennett-Tenure Review

Sheila White-Daniels—Dean, Counseling

Nancy Canter-Dean CA

Alicia Cortez - Interim Dean, Equity and Engagement

Coleen Lee-Wheat-Dean PE

Isaac Escoto-FH Academic Senate

Mayra Cruz - District Academic Senate President

Pam Grey- AVPCO

Stacey Shears, Dean DSP&S

Anita Kandula-Dean BHES

Michele LeBleu-Burns- Dean, Stud Dev/EOPS

Rob Mieso- Associate VP of Student Services

Lisa Mandy- Dir Finan Aid

Tamica Ward—Enrollment Services Dean

Edmundo Norte-Dean IIS

Thomas Ray-Dean LA

Jerry Rosenberg-- Dean PSME

Judy Miner-Chancellor

Dawn Lee Tu – Office of Professional Development

Carolyn Wilkins- Green- Dean SSH

Kelly Swanson-Book Store

Mary Pape -SLO

David Ulate, De Anza Research & Planning

Hayman Wong, DASB Student Representative

Lydia Hearn,