

The De Anza Academic Senate

Approved Notes of the meeting of

November 3rd, 2014

Senators and Officers present: Anderson, Benney, Blanchette, Bryant, Buchanan, Cruz, Delas, Dolen, Donahue, Freeman, Hertler, Hunter, Leonard, Lilly, Liu, McCart, Nakase, Pape, Schaffer, and Setziol

Senators and Officers Absent: Alexander and Lucas

DASB: Pedro Enriquez **FA Liaison:** Don Nickel

Classified Senate: Lorna Maynard **Curriculum Co Chair:**

Administrative Liaison: Rowena Tomaneng

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

Guests: Susan Cheu, Alicia de Toro, Michele LeBleu-Burns, Natasha Joplin, and Mallory Newell

Faculty and Staff Development:

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

The meeting was called to order at 2:31, a quorum being present.

I. Approval of Notes and Agenda: The agenda was approved as distributed with the addition of an Item 2B Request for Funding. The notes of the meeting of October 6th meeting were approved with a change in the attendance roster.

II. Needs and Confirmations: Alex Swanner was approved for service on the Facilities Committee. Roberta Bloom, Haman Dhaliwal, Millia Ison, and Lisa Markus were confirmed for service on the Mathematics Search and Selection Committee. There was a request for a discussion about considering having division faculty added to search committees.

IIB. Request for Funding: Cruz asked for a motion approving up to \$200 for the department chair meeting with the officers Friday, November 7th. It was MSCU(Lilly/Donahue) to approve the request.

III. Committee Reports: From the General Education Review Steering Committee, Setziol reported that the first General Education Open Forum had a minuscule faculty attendance. Cruz and Setziol asked for help from the Senators in getting the word out about the second of the two forums November 5th.

- Glapion reported on the work of the Student Services Planning and Budgeting Team (SSPBT). Guided by the areas of the Student Success Support Program (3SP) framework, the SSPBT has adopted goals and formed working teams to

address each of the goals. Some of the things they are working on are: online orientation (with testing taking place in Winter and implementation planned for Spring, assessment and assessment instruments, and work with at risk students such as Early Alert.

IV. Harm Evaluation Assessment Reduction Team (HEART): Michele LeBleu-Burns began by distributing a document which on one side was titled Harm Evaluation Assessment Reduction Team (HEART) and, on the other, ADVOCATE. She was accompanied by counselor Natasha Joplin. After introducing the “Team” and describing it as a team dedicated to helping with a wide range of disruptive or destructive behavior problems, LeBleu-Burns focused most of her attention on the Advocate reporting system. Advocate is a web based incident reporting system. LeBleu-Burns described it as a tool for faculty and repeatedly recommended that faculty report incidents of, especially academic dishonesty. She mentioned that it is easy for faculty to believe they can handle the situation themselves without realizing that a student may have cheated in several other classes. The college needs to take action aimed at reducing this kind of student behavior. Natasha Joplin added that faculty should put information about academic dishonesty and disruptive behavior on course syllabi. There was much interest in what LeBleu-Burns and Joplin were presenting.

VI. Equity Plan Draft: Rowena Tomaneng, Veronica Neal, and Mallory Newell gave a brief presentation focused on the funding and budgeting of equity work. Also brought in were the relationships among equity, DARE, and 3SP and their budgets. Tomaneng announced to the group that three support positions had already been “plugged in” plus an amount for the District because of some research and reporting responsibilities. In answer to a question, Tomaneng said that the Equity Action Council will be developing a transparent process for funding proposals from the portion of the budget allocated to it. On the screen in the room was projected the draft budget for the use of equity funds. The presentation ended with the acknowledgment that professional development funding would be coming through some combination of all three funds.

V. ASCCC Fall Resolutions: - Regarding Resolution 12.04 : Using Anticipated Savings..., the group came to the conclusion that an amendment was called for adding classified staff to faculty and administrators getting professional development support. Other than that the group felt there were too many questions outstanding to take a position at the time of the meeting.

- Regarding Resolution 9.03: Reinstating Local Stand Alone Course Approval, **It was MSCU(McCart/Lilly)** to support the resolution.
- Regarding Resolution 17.01: Consult Collegially with Local Senates on Participation in Statewide Initiatives, **It was MSCU(Lilly/Pape)** to support the resolution.

VII. Senate Work : Project work group reports: - The auditing classes and volunteer of record group reported that Setziol had been delegated the responsibility by the officers to work with the director of admissions and records to change the application to audit a class form to remove the division dean's signature requirement in light of the Board Policy stating only that a student may audit with the instructor's permission.

- The student interface group is focusing first on the college website and is working on a student survey about both the website in general and online registration in specific. A review of the Foothill College website by the group found it much more user friendly than the De Anza site. The group will take up the issue of forms students are required to use for various purposes later.
- The textbook group reported that the textbook topic is a big and very complicated issue and is still determining its focus.
- Similarly, the distance education group is trying to determine its scope as discussion so far has primarily resulted in an unfinished expansion of what might be involved.

VIII. Recap and Appreciations: Bryant stressed getting faculty to come to the Wednesday forum on general education and spreading the word about the HEART program.

- Cruz asked the Senators to think about the idea of expanding search committee membership in anticipation of an agenda item coming soon.

IX. Good of the Order: - everyone was encouraged to vote if they had not already in the general election November 4th.

- Thursday, December 4th will see a return of the live furry friends as "Chill City" returns to De Anza.

The meeting was adjourned at 4:27