**The De Anza Academic Senate**

**Approved Notes of the meeting of**

**October 6th, 2014**

**Senators and Officers present:** Anderson, Blanchette, Bryant, Cruz , Dolen, Donahue, Freeman, Hertler, Leonard, Liu, Lucas, McCart, Nakase, Pape, Schaffer, Setziol,

**Senators and Officers Absent:** Buchanan, Claros, Glapion, Kragelott, Lilly, and Sullivan

**DASB: FA Liaison:**

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

**Administrative Liaison**: Rowena Tomaneng

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

**Guests:** Mallory Newell, Andrew Phelps, Alicia de Toro, Desiree Berdejo, John Garcia, and Annaruth Hernandez

**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 2:30, a quorum being present.**

**I. Approval of Notes and Agenda:** The agenda was approved as distributed. The notes of the meeting of September 29th meeting were approved with one minor correction and the inclusion of the specific “date certain” mentioned in item III (October 17th, 2014).

**II. Needs and Confirmations:** Rick Maynard was confirmed for service on the Instructional Planning and Budgeting Team (IPBT) There is still one opening on the IPBT. Also, there is a need for one faculty member on the Facilities Committee. Bryant added that it would be good if that slot was filled by someone on the Executive Committee.

**III. Committee Reports:**  Alicia De Toro started the item by introducing the Senators to the recently announced new curriculum forms. She then reminded the group of the list of five year revisions due this year (a somewhat smaller number than last year). She ended by giving the group a quick guided tour of the curriculum website and to help links on the site. Cruz projected a flyer promoting the appearance of a Nancy Scheper-Hughes talk on the “Culture of Violence” dealing with attitudes and actions towards people with mental disabilities. Andrew Phelps was also present for the item and asked for an endorsement of the event by the group. It was MSCU (Leonard/McCart) to endorse the event slated for Tuesday, October 14th from 1:30 to 3:30 in the campus center. Neal updated the recent work and agenda of the Equity Advisory Team which normally meets on the 2nd and 4th Fridays of the month.

**IV. ACCJC Midterm Report:** Mallory Newell articulated the positioning of the ACCJC (Accrediting Commission for Community and Junior Colleges) Midterm Report in the accreditation cycle and then reminded the group of the three recommendations from that last site visit which needed to be addressed in the report. She explained the status of all three, SLO progress, Planning, and Mission Statement Reconsideration. There are currently 63 planning agendas bing addressed coming out of the 2012 self study, down from around 120 last year. She ended by reminding the group that information is available on the Institutional Research website.

**VI. Review of Executive Committee Roles and Responsibilities:** Cruz began by distributing a handout which outlined both Executive Committee responsibilities and individual Senator responsibilities. She then projected an image of the college Governance website. At this point the item was interrupted by the appearance of the guest presenters for item V. In the tradition of the group, Cruz acknowledged their presence and began item V, setting aside this item temporarily.

**V. Spotlight – Higher Education for AB540 Students (HEFAS):** Desiree Berdejo, John Garcia, and Annaruth Hernandez gave a presentation on the support for HEFAS students available and the activities of the office dedicated to their support. Their presentation began with a new video they had created. At several points, Desiree Berdejo stopped the video and asked for feedback. The officers and Senators were very supportive of the presentation and gave helpful suggestions and commending remarks about the video and other aspects of the students’ presentation. The presentation was quite comprehensive and explained the various services in detail. There were three requests made of the group: 1) please encourage faculty to include information about the availability of HEFAS student support, 2) please donate books, especially but not exclusively textbooks, and 3) please encourage direct donations to the effort sent to ICCE/HEFAS on campus. Their Resource Center is located in room 1332 of the campus center. More information can be had at [ab540HEFAS@gmail.com](mailto:ab540HEFAS@gmail.com) or dberdejo94@gmail.com.

**Back to VI.** Cruz delineated what she thought to be most important points for those on the Executive Committee, including the officers:

- being prepared to deliberate

- providing information to and engaging in dialogue with division colleagues

- representing Senate positions and interests on other groups

and

- serving on District level committees (some)

In response to a question, Bryant explained the nature of the College Planning Committee

**VII. Hiring and Tenure:** Setziol announced that he was limiting his focus to a few items but encouraged the Senators to read documents relevant to full and part time hiring and tenure review in order to become potential resources for colleagues as well as to be able to comment about ways in which both hiring and tenure review could be improved.

He then focused on the part time faculty hiring policy agreement the Academic Senate has with the Board of Trustees, specifically the fact that, whereas the policy calls for part time hiring processes to be as close as possible to full time hiring, the norm is far from that standard. Rowena Tomaneng suggested that a sub committee on part time hiring as it relates to scheduling could provide substantial help by providing data showing consistencies of hiring need, therefore promoting much earlier and more deliberate hiring. **It was MSCU (Leonard/McCart)** to form the suggested sub committee.

Tomaneng, Setziol, and Leonard volunteered for the committee. Setziol proceeded to point to the Board Policy on Academic Freedom being projected on a screen and called the group’s attention to the list of specifics which were said to be individual faculty freedoms. A current problem in tenure review is for committee members, especially department representatives, to be inclined to judge quality on the basis of some very specific aspects of what they do, resulting in “teach the way I teach and use the book I use and you’re good”.

**VIII. Show and Tell:** Bryant projected the Academic Senate website and pointed out its various facets. The officers encouraged Senators to browse all over the site and to let any of them know if something isn’t working properly.

**IX. Recap and Appreciations:** Items mentioned were the request for faculty to alert students to the support available to HEFAS students and committee needs, especially the IPBT. Cruz solicited appreciations and some were expressed.

**X. Good of the Order:** Cruz made available the Academic Senate $5 dues deduction forms for those not yet paying their dues. Donahue announced an upcoming De Anza Outdoor Club trip kayaking on Monterrey Bay. Interest was expressed. Senators were told to see Donahue for information.

**The meeting was adjourned at 4:25**