

# Executive Committee of the De Anza College Academic Senate

## Agenda for October 28, 2019 Location: ADM 109

TIMES	TOPIC	PURPOSE	LEADER
2:30 – 2:35	I. Approval of Agenda & Minutes from October 21, 2019 meeting <ul style="list-style-type: none"> <li>● Agenda approved.</li> <li>● Minutes approved, as corrected.</li> </ul>	A	Chow, All
2:35 – 2:45	II. Public Comment on items not on agenda (Senate cannot discuss or take action) <ul style="list-style-type: none"> <li>● Introductions around the room.</li> <li>● Mary S: Free flu shots for students still available; blood drive on Halloween Day, pint for a pint promotion, get free rice cream with each donation.</li> <li>● Karen reported on the Dialogue with Faculty Representative on President’s Search Committee (10/28, 12:30-12:00 pm). Karen sent an email last Thursday to invite all faculty to join the 5 appointed faculty search committee representatives to listen, answer questions, and get input on vision for the college and the next permanent college President.                             <ul style="list-style-type: none"> <li>○ Great discussion; faculty expressed concerns, identified qualities wanted in the leadership; hopes and vision for the future.</li> <li>○ Good turn out; representation from PSME, Languages Arts, Chemistry; missing Creative Arts, PE, biological sciences, library; <b>Karen, please add.</b></li> <li>○ Productive; will schedule another meeting for more dialogue and input.</li> </ul> </li> <li>● Tom: Use the Office 365 calendar function to schedule and notify meeting.</li> <li>● Mary: Winter textbook requests due Nov 8; get them in asap; new bookstore staff.</li> <li>● Bob: BHES had trouble with the administration of the research survey at the division. Survey people left before some faculty arrived, had to reschedule.</li> <li>● Bob: Pleased with new contract; should express appreciation to FA .</li> <li>● Terrence: Also happy with new contract; when does pay raise happen, not on last check; pay stub in spam. Remind colleagues to check spam for mis-directed email</li> <li>● Mary D: be prepared during this time of rolling power outage; know how to open electric garage door manually; always maintain a half-tank of gas in car.</li> <li>● Ishmael read a statement he received from a political science faculty member which stated:                             <ul style="list-style-type: none"> <li>○ The college community (faculty, staff, and students) has much untapped potential in talents, skills, knowledge, intelligence and passions.</li> <li>○ Administrative rigidity has lead to bad results that are demoralizing and unnecessary. De Anza is in the midst of multiple crises that cannot be solved with status quo solutions.</li> <li>○ Need a president with the capacity and dedication to LEAD. Someone who can inspire, respect, accept the best in our community. Practice shared governance through democratice empowerment of the college</li> </ul> </li> </ul>	I	All

	<p>community. Dedicated to progressive values, social and environmental justice.</p> <ul style="list-style-type: none"> <li>○ De Anza needs to invest in civic engagement and social justice classes, internships and other initiatives.</li> </ul>		
2:45 – 3:00	<p>III. Needs and Confirmations  <b>No needs and confirmations items or actions today</b></p>	I D A	Pape
3:00 – 3:15	<p>IV. Curriculum Committee Course Outline Review Process</p> <ul style="list-style-type: none"> <li>● Erik presented the first draft of the Curriculum Committee’s Proposal for Changes. Link to document he showed:  <a href="https://drive.google.com/file/d/0B-ViciP0WmzAZUlyQIVkWTdqSzNOZ0IxSWZKQ3B5cTJGTjFV/view?usp=sharing">https://drive.google.com/file/d/0B-ViciP0WmzAZUlyQIVkWTdqSzNOZ0IxSWZKQ3B5cTJGTjFV/view?usp=sharing</a></li> <li>● Rationale for considering changes: <ul style="list-style-type: none"> <li>○ Events, experiences, and feedback from last year raised questions about whether enough time has been devoted to review curriculum design, like amount of content to units, issues of equity and inclusion, and meeting GE standards.</li> <li>○ Erik and Mae Lee attended the Curriculum Institute over the summer; had opportunity to discuss Curriculum Committee functions with a variety of Community Colleges colleagues across the state.</li> <li>○ Realized that De Anza is one of the most technical/compliance focused committees in the state.</li> </ul> </li> <li>● The committee is devoting this quarter to identify and explore these issues and restructure how the curriculum committee conduct its work</li> <li>● Aim to make curriculum meetings more efficient; <ul style="list-style-type: none"> <li>○ work in small groups, that look at specific COR sections</li> <li>○ fewer review meetings, not every initiator, only those for whom there are questions.</li> </ul> </li> <li>● Lydia: It would be nice for initiators to know the questions/issues ahead of time</li> <li>● Mary: Knowing questions/issues ahead of time will help initiators feel more comfortable about answering questions</li> <li>● Erik: rubric ?</li> <li>● Susan: Are we moving away from ECMS? when will it be implemented?</li> <li>● Erik: Since ECMS is no longer a supported system, looking at new system to replace it</li> <li>● Lydia: New system will start to be in use in Fall of 2020; old system, ECMS will still be in use during 2019-2020 cycle.</li> <li>● Erik: Timeline for new courses: Spring quarter, submission, review, then go to state for approval, UC system; then implement the following fall; same for program and certificate; if there are exceptions, talk to committee as soon as possible. <b>Is this correct?</b></li> <li>● Proposed format change: <ul style="list-style-type: none"> <li>○ Small group working on different sections, in their areas; groups will rotate; 3 to 4 weeks</li> <li>○ Aim at early to late winter quarter to finalize proposed changes</li> </ul> </li> </ul>	I D	Woodbury

	<ul style="list-style-type: none"> <li>● <b>Karen and Mary:</b> Since this is a sub-committee of the Academic Senate, there should be an official approval from the Senate.</li> <li>● <b>Bring back future and final drafts</b> for Senate comments and approval.</li> <li>● <b>Mary:</b> Question on the timing of the committee and possible conflict with initiators' schedules.</li> <li>● <b>Erik:</b> initiators always have the proposed changes, better and much more efficient; it has been very technical; there was no way to have serious intellectual conversations.</li> </ul>		
3:15 – 4:15	<p>V. Guided Pathways Metamajors Mapping Activity</p> <ul style="list-style-type: none"> <li>● <b>Lydia and Kim, Guided Pathways Coordinators,</b> presented a powerpoint on Metamajors and examples from other colleges</li> <li>● <b>Link to Guided Pathways Powerpoint presented:</b>  <a href="https://drive.google.com/file/d/1AW0ySeTt7eALapAMHkI9oYW98F-kAXsS/view?usp=sharing">https://drive.google.com/file/d/1AW0ySeTt7eALapAMHkI9oYW98F-kAXsS/view?usp=sharing</a> <ul style="list-style-type: none"> <li>○ <b>Kim &amp; Lydia</b> led a District Opening Day workshop where this information was presented and participants engaged in metamajors mapping as well as student services mapping in small groups</li> <li>○ <b>Focus on Metamajor</b> allows students to take a step back, to explore via areas of interest.</li> <li>○ <b>Guided Pathways work</b> will also support <a href="#">SSSP</a> (Student Success and Support Programs) goals</li> <li>○ <b>4 pillars of guided pathway</b> aim to identify and coordinate what the college needs to do to help each student determine, find, and get onto a pathway toward an educational goal; help students access necessary student support services to help them stay on their path to achieve educational goals,</li> <li>○ <b>Eventually it can help college programs align with K-12 pathway</b></li> </ul> </li> <li>● <b>Examples:</b> <ul style="list-style-type: none"> <li>○ <b>City college of Chicago</b> has 10 metamajors</li> <li>○ <b>Lake Tahoe;</b> 5 metamajors, uses verbage familiar to students</li> </ul> </li> <li>● <b>Lydia and Kim</b> led the group in a metamajors mapping activity <ul style="list-style-type: none"> <li>○ <b>7 groups of 4</b> worked together to map metamajors.</li> <li>○ <b>Each group</b> gets cards representing different disciplines and departments in De Anza.</li> <li>○ <b>Group cards</b> into metamajors.</li> <li>○ <b>Name metamajors.</b></li> </ul> </li> <li>● <b>The activity participants</b> discussed and tried to identify in their mapping of majors: <ul style="list-style-type: none"> <li>○ <b>What is the minimum number of meta-majors</b> we will need.</li> <li>○ <b>Student-friendly clarity</b> of metajor names</li> <li>○ <b>What is difficult</b> to placed?</li> <li>○ <b>Considerations in setting the path:</b> Educational goals; Academic areas of study; Career aptitude.</li> </ul> </li> </ul>		Palmore

	<ul style="list-style-type: none"> <li>● <b>Ishmael: Also consider different types of degrees.</b></li> <li>● <b>Mary D: Can each major be put in more than one metamajors pathways?</b></li> <li>● <b>There are language differences between colleges. Should use the normal nomenclature.</b></li> <li>● <b>Kim: We are currently collecting information, synthesizing input into a workable plan; Next step is to have subject experts from each department map out courses students need to earn certificates, AA/AS, AAT/AST available in their departments.</b></li> <li>● <b>Thanks and appreciation all around.</b></li> </ul>		
4:15 – 4:25	<p>VI. Updates:</p> <ul style="list-style-type: none"> <li>• De Anza Associated Student Body (DASB)</li> <li>• IPBT <ul style="list-style-type: none"> <li>○ <b>Working though finalizing questions. Send feedback to Mary. Feb 3 program reviews due to the deans. Workshop for departments workings on these in 3 weeks; Funds: Perkins, Strong Workforce, Lottery Fund, Instructional Equipment.</b></li> <li>○ <b>One 2- year position open; call will go out for 11/18</b></li> <li>○ <b>IPBT meeting is always open.</b></li> <li>○ <b>Number of open positions not yet determined</b></li> </ul> </li> <li>• Other shared governance committees <ul style="list-style-type: none"> <li>○ <b>Karen: email to department chairs about an Academic Senate Department Chairs meeting for November 22, Friday.</b></li> </ul> </li> </ul>	I D	Pape, Chow, DASB & other representatives
4:25 – 4:30	<p>VII. Good of the Order</p> <p>Reminder: November 4 FHDA Academic Senates Joint Meeting To Review/Discuss Resolutions taking place at Foothill Toyon Room (Rm 2020), 2:30-4:00 PM</p> <p>Fall Plenary Resolutions PDF downloadable at:  <a href="https://asccc.org/sites/default/files/Pre-session%20Resolutions%20F19%20for%20Thursday%20Discussion.pdf">https://asccc.org/sites/default/files/Pre-session%20Resolutions%20F19%20for%20Thursday%20Discussion.pdf</a></p> <ul style="list-style-type: none"> <li>● <b>Bob is interested in writing out a resolution</b></li> <li>● <b>Dawn: Instructional Skills Intensive (ISI) workshop; only 5 spots available Nov 14-15</b></li> <li>● <b>Motion to adjourn, Terrence, Betty seconded</b></li> </ul>	I	All

A = Action                      D = Discussion                      I = Information

To access the agenda and meeting documents visit <http://www.deanza.edu/gov/academicsenate/>  
Robert's Rules of Order : [https://westsidetoastmasters.com/resources/roberts\\_rules/chap6.html](https://westsidetoastmasters.com/resources/roberts_rules/chap6.html)

<b>OFFICERS AND SENATORS</b>	<b>Others</b>
Karen Chow- President ✓	<i>Thomas Ray – Administrator Liaison</i>

Mary Pape –Vice President ✓  
So Kam Lee – Notetaker/Secretary (F19) ✓  
Alicia De Toro – Treasurer (F19)  
Ishmael Tarikh-PT ✓  
Mary Donahue - PT ✓  
Paul Klingman– App Tech  
Pete Vernazza– App Tech ✓  
Bob Kalpin – BHES ✓  
Anna Miller – BHES ✓  
**Vacancy** – Bus/CIS  
Mary Pape -- Bus/CIS ✓  
**Vacancy**- CA  
Ron Dunn - CA ✓  
Nellie Vargas -CD&EBetty Inoue -- Counseling ✓  
Barb Dahlke -- Counseling ✓  
Anita Vazifdar – DSP&S ✓  
Kevin Glapion—DSP&S ✓  
So Kam Lee – ICS/IIS ✓  
Marc Coronado (W20 & S20) -- ICS/IIS  
Terrence Mullens – PSME ✓  
Lisa Mesh -- PSME ✓  
Russell Hong (F19) -- LA ✓  
Shagun Kaur (W20 & S20)-- LA  
Julie Wilson -- LA ✓  
Susan Thomas - SSH ✓  
Daniel Solomon - SSH ✓  
Louise Madrigal - PE ✓  
Rusty Johnson -- PE ✓  
Tom Dolen – LR ✓  
Mary Sullivan – SD ✓  
Cynthia Kaufman – Equity and Engagement ✓  
Erik Woodbury - Curriculum Committee ✓

*DASB Representative*  
*Bob Stockwell - Faculty Association ✓*  
*Christina Espinosa-Pieb – Interim De Anza President*  
*Rob Mieso -VP of Student Services*  
*Lorrie Ranck- Acting VP of Instruction*  
*Susan Cheu – Interim VP of Administrative Services*  
*Hyon Chu Yi-Baker –Director of College Life & Student Judicial Affairs*  
*Marisa Spatafore – Associate VP of Communications & External Relations*  
*Stephanie Serna–Classified Senate Representative ✓*  
*Genevieve Kolar – De Anza Student Trustee*  
*Mallory Newell- Institutional Researcher*  
*Moaty Fayek –Dean of Business/Computer Info Systems*  
*Renee Augenstein- Articulation Officer*  
*Mary Bennett-Tenure Review Coordinator*  
*Daniel Smith – Dean of Creative Arts*  
*Alicia Cortez – Dean of Equity and Engagement*  
*Eric Mendoza –Dean of Physical Education & Athletics ✓*  
*Randy Bryant – Dean of Career & Technical Education (CTE)*  
*Isaac Escoto - FH Academic Senate President*  
*Mary Pape – FHDA District Academic Senate President ✓*  
*Pam Grey- Associate VP of College Operations*  
*Laureen Balducci, Dean of Counseling, Disability Support Programs & Services & Title IX Coordinator*  
*Anita Kandula-Dean of Biological, Health, and Environmental Sciences*  
*Michele LeBleu-Burns- Dean of Student Development/EOPS*  
*Lisa Mandy- Director of Financial Aid*  
*Nazy Galoyan-- Dean of Enrollment Services*  
*Edmundo Norte-Dean of Intercultural/International Studies*  
*Jerry Rosenberg—Dean of Physical Sciences, Math & Engineering*  
*Judy Miner - FHDA Chancellor*  
*Dawn Lee Tu – Faculty Director of Office of Professional Development ✓*  
*Carolyn Wilkins-Greene- Dean of Social Sciences and Humanities*  
*Kelly Swanson - Director, Book Store*  
*David Ulate, FHDA Research & Planning*  
*Mae Lee, Curriculum Committee Vice-Chair*