**The De Anza Academic Senate**

**Approved Notes of the meeting of**

**March 4th, 2013**

**Senators and Officers present:** Ahrens, Anderson-Watkins, Bryant, Chenoweth, Chow, Cruz , Donahue, Freeman, Glapion, Guevara, Hamilton, Hanna, Kryliouk, Larson, Leonard, Maynard, Mitchell, Rodriguez, Schaffer, Setziol, Sullivan, Swanner, and Truong,

**Senators and Officers Absent:** Cole, Owiesny, Singh, and Tiwana

**DASB:**

**Classified Senate:** Lois Jenkins

**Administrative Liaison**: Rowena Tomaneng

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

**Guests:** Mary Pape, Faith Milonas, and Mari Tapia

**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 2:32, a quorum being present.**

**I. Approval of Notes and Agenda:**  The agenda was approved as distributed. The notes of the meeting of February 25th were approved with minor editing.

**II. Needs and Confirmations:** Delia Garbacea, Spera Giorgiu, Cynthia Lee-Klawender, Mary Pape, and Mark Sherby were approved for service on the Computer Information Systems Instructor Search and Selection Committee. Michele Fritz, Byron Lilly, Dan Salah, and Sandra Spencer were approved for service on the Business and Computer Systems Instructor Search and Selection Committee. Robert Stockwell, Nicky Gonzales-Yuen, and Wendy White were approved for service on the Political Science instructor Search and Selection Committee. During the item, Ahrens announced that he would be unable to fulfill his term of office due to a class conflict Spring quarter. The group will need to make an interim appointment.

**III. FA Draft of Appendix J1.4 and J2.4:** Faith Milonas, representing the Faculty Association asked for feedback on a draft of a student evaluation form and a section added to the administrative and peer evaluation form for Supplemental Instruction (non credit) faculty. She began by explaining that having non credit supplemental instruction has begun at Foothill and there are no plans for it to occur at De Anza. The group gave a number of suggestions for changes, some of which appeared to be immediately compelling to Milonas. She made note of the suggestions and said she would take them to the next meeting of the group working on the evaluation form. Chow asked for the next draft of the forms.

**IV.**  **Request for SLO Convocation:** In introducing the item at the beginning of the meeting, Chow had requested that action be taken after all three of the requests in items IV, V, and VI. Mary Pape requested $600 to help pay for breakfast and lunch at the April 26th event. Approximately 140 people were said to have attended the 2012 event.

**V. Request for Swap and Meet Professional Development:** Mari Tapia requested $650 for a “Swap and Meet” staff development retreat scheduled for May 17th focused on faculty in Language Arts and Social Sciences. The amount would comprise the entire funding for the event.

**VI. Request for OER Workshop:** Chow introduced the item saying that new legislation promoting the use of Open Educational Resources (OER) was a partial background for holding the workshop also scheduled for May 17th. After the conflict with the previous item was announced, Chow and Tapia determined that one of the two events would be moved. During discussion, Glapion revealed that another workshop on essentially the same topic only focused primarily on accessibility issues was already scheduled for April 25th. After hearing this, Chow said she was withdrawing the request implied by the item title for the time being and would come back at such time that agenda and timing for such an event could be better determined.

**It was MSCU (Leonard/Hanna)** to approve the $600 and $650 requests.

**VII. Office Policy Draft:** Sullivan presented primarily the Dos and Don’ts section of a draft of a new faculty office policy. There was a lively discussion which provided comments by the Senators as well as information to them from Sullivan as to why certain things were included. Garnering the most attention were the presence of space heaters and refrigerators on the Don’ts list. Rather than having a ban on space heaters, it was suggested that having a standard like maximum amperage with automatic shutoff would be better. In that vein, it was also mentioned that having more choices of paint colors for offices might prevent desires for do it yourself painting. The sense of a basic principle emerged that individuals should be allowed to do what the college or District intends to do but doesn’t do in a timely manner. Sullivan will take back these and other suggestions and concerns to the facilities committee. Several times during the discussion, previous policy around priorities for office assignments was mentioned as something which should be referenced as the group was considering new policy. Setziol will look to see if a copy can be found in the Senate office.

**VIII. Student Success (Re) Defined:** Mallory Newell began by asking the group what percent of students and faculty at De Anza were from various ethnic groups and pointed out the fact that equity gaps still exist for African American, Latino, Philippino, and Pacific Islander students. Percentages said by Senators about students turned out to be quite accurate and those said of faculty were a little less accurate.

She then showed the group data on success rates by various groups of students. Newell then showed the group a number of distinct themes coming from a statewide sample of students from 13 colleges (65 students from De Anza) about what kinds of ingredients argue well for student success. One encouraging theme was that students said they were key agents in their own success and that “engagement” was important, something fostered by the college. The powerpoint presentation she used is posted on the De Anza Institutional Research website.

**IX. Good of the Order -** Sullivan led off with an announcement of a national college health assessment going on.

- Setziol distributed a short quiz about the cost of enrolling in a single four unit course at De Anza.

- Chow mentioned that the proposed AA-T Child Development degree was on the Board of Trustees agenda for March 4th  for approval.

**The meeting was adjourned at 4: 30**