

## Faculty Senate Minutes

May 6, 2020 3:30 – 5:00 pm via Zoom

**Attendance:** Jesse MacEwan (Chair), Tony DiSalvo, Adam Levy, Jeff O'Connell, Shelly Spratt, Adam Levy, Jim McManus, Chris Dela Rosa, Susan Myers, Margaret (Peggy) Kauffman, Laurie Issel-Tarver, Brenda Anholtz, Milton Lang, Larry Heslin, Mike Bowman, Nan Zhou, Suporn Chenhansa, Gari Browning, Kyle Livie, Jeff Roberts, Ghada Al-Masri, Leigh-Anne Elizondo, Shairon Zingsheim, Chris Warden, Isabel Reichert, Terry Exner, MN, Andrew LaManque, Chris Dela Rosa, Larissa Favella, Heather McCarty, ASOC president – Krina, Noella Rashid, Matthew Ng, Emmanuel Garcia

Meeting called to order at 3:35.

### Minutes

**Motion to approve Minutes made by Shelly Spratt; seconded by Larry Heslin. Motion carried**

### Consent Items

Faculty Leadership and Committee Appointments

Temporary Emergency DE Addendum

Jesse asked for any comments of feedback on the Faculty Leadership and Committee Appointments document, and the Temporary Emergency DE Addendum introduced last week. Susan Myers asked about where the document (Committee Appointments) was listed. Jesse indicated that it was listed above the April 15 meeting on the FS website. Needs to have a permanent place on the website and will be addressed offline. There was no further discussion.

**Motion to approve the documents made by Peggy Kaufman; seconded by Susan Myers. Motion carried.**

### President's Report

Tony DiSalvo introduced himself to the attendees and expressed an interest in working with everyone. Although he would prefer to be meeting everyone face to face, he is happy to be able to connect virtually. Those in attendance introduced themselves to Tony.

**College Council Governance Taskforce Proposal ? Missed it!**

### Graduation Update

Milton Lang welcomed Tony to Ohlone and complimented Leigh-Anne on the outstanding job she has done on pulling together the virtual graduation ceremony. Leigh-Anne explained the graduation will occur virtually on May 22 at 7pm. Ohlone has formed an exciting partnership with a San Leandro company [called Marching Order](#). The company hosts virtual ceremonies that provide graduates with the individual and personalized recognition they deserve. The ceremony will have pre-recorded speeches from the President, Board of Trustees President, Faculty Senate Nominee (Nancy Novarro), and the Valedictorian. Leigh-Anne gave thanks to the Broadcasting Department (Gary Kauf and Arnie Loleng) who have done a great job putting this together. She anticipates 318 graduates which is more than last year. After the ceremony, all of the content will be available to graduates online. The bookstore will be

sending a graduation cap and tassel along with an alumni T-shirt to each graduate. ASOC has sponsored digital class picture and is hosting a watch party on Facebook during the virtual commencement where attendees can interact in real time. Information about the watch party will be sent out to faculty with hopes they will participate. Jesse thanked Leigh-Anne for her hard work.

### Bylaws Revisions

Jesse thanked Sheryl Einfalt and Rob Smedfjeld for taking the time to thoroughly read and provide feedback on the multiple drafts. Susan Myers mentioned that the track changes, original and clean versions are all available on the Faculty Senate website. Jesse indicated that they had removed the list of committees from the Bylaws due to questions regarding the list. The Committee section will remain without the list of standing committees.

Terry Exner asked for clarification on Item C3. Terry read the identified section. Kyle explained that work that falls under 10+1 will be brought to the attention of Faculty Senate. He gave the example of the Multicultural Center and the ISER. Sometimes the information will be voted on; other times is it just informational.

**Motion to approve Bylaws was made by Larry Heslin; seconded by Shelly Spratt. Motion carried.**  
(Abstention: Krina)

### Strategic Plan

Mike Bowman shared that there had been changes to strategic plan since first reading last week. The changes mostly dealt with clarity and metrics, not changes in intent. Item 1-5 was added in an effort to address the ACCJC concerns with Distance Education. 1.6 changed – objective looked at streamlining/ improving how we look at programs, especially those without completers. Came up with a measurable outcome focused on making sure that courses in programs are offered regularly every 2 years and spelled out how degrees and certificates are evaluated. Added to 1.9 was a measurable outcome to develop and implement enrollment management plan. Added measurable outcome to 3.4 reflecting concern with highlighting program review – another area of concern during accreditation. “Review, update, document, and communicate college-wide program review process.” This aligns with technology objective to implement new software, but this outcome identifies what will be in the software and what we will do with it. Changed one metric regarding targeted groups (DI) as we are using a new way to calculate DI so they reduced the goal from 20% to 10%. For some groups, 10% is a good number but for others not as accurate. 10% middle of the road guideline. Added to 1.3 a goal to increase the number of African American and Latinx transfers to CSU. Primarily the work of the institutional effectiveness committee responding to feedback from constituents. Hopefully, this is the final draft of the 2020-2025 Strategic Plan.

**Motion to approve was made by Noella Rashid; seconded by Adam Levy. Motion carried.**

### Program Review

Program Review – Ghada Al-Masri shared the Program and Services Review Template and what the task force had accomplished this semester. The Task Force looked at PR template, data metrics and how well it aligned with what we wanted to accomplish. The purpose was to look at administrative services, academic affairs and student services and discover if it was possible to have a common template. Reviewed Ohlone’s PR model but also looked at what was done at other institutions. Kept in mind the

Vision for Success ,equity, GP, and the student centered funding formula. Determined that we could not use a single template. Unfortunately, most of the participants were faculty so they were missing critical feedback from other non-academic areas. They used a Growth Mindset approach with a focus on GP pillars for guidance.

Jesse pointed out that we have struggled with the definition of “program”. Is it degrees or departments? Need a better definition of what a program is at Ohlone. Ghada agreed and stated that the task requires a fundamental restructuring of our institution that will direct where we are going and how we will assess our successes. Next steps – extend the work through fall 2020 with 2 or 3 separate teams expanding to other constituent groups. The goal will be to try and focus on mapping as the PR activity in fall. In spring 2021, the task will be to review completed maps and align with interest areas we are working on. If you are interested in being a part of the work, let Emmanuel or Ghada know.

### Distance Education

The key point is that the DE committee is creating a new Distance Ed addendum. Unless you were already approved for fully online teaching you are strongly advised to complete the DE addendum for your course so that you can continue to offer it in case we have to be teaching online. Even if your course is already approved for hybrid teaching you need to file the addendum for teaching fully online. If your course is best taught face-to-face you still need to file the DE addendum and check the box “for emergencies only” so that you can continue to offer the class in an environment in which we may go online. The first classes that should file their DE addendum are those that will be taught in spring 2021. Those classes are the first priority because by spring the blanket approval for teaching online given by the Chancellors office will have expired. Second priority are those classes that are being taught summer 2020. Third priority are those classes that are being taught fall 2020. All local DE approvals for courses offered online summer and fall 2020 and spring 2021 must be completed by the end of December 2020. Note: don’t begin new proposals between now and May 18. The new DE addendum will be available by May 18. The new DE addendum includes language about how you will meet your SLOs online and has a strong focus on accessibility. The DE committee is there to help. The type of proposal you’ll be launching in Curricunet is an “additional approvals” proposal.

Trainings for online teaching are upcoming and continue throughout the summer and during learning college week. These trainings will prepare faculty for the aspects of online teaching discussed in the DE addendum. Note that regardless of whether you’re teaching synchronously or asynchronously, once we are teaching remotely those are all viewed as online classes and must have full online approval. Note that asynchronous classes have an advantage as far as equity and access.

### Guided Pathways

Larissa Favela shared the results of the Interest Area Survey sent out to all faculty. There were only 75 respondents and only 34 departments represented. Questions asked faculty to identify their department/program and to choose the interest area they felt they belonged. Some chose multiple interest areas. There was a space to provide an argument for why you felt your department/program belonged in a given interest area. Although the results were not comprehensive, they gave an idea of where certain departments feel they belong. Starting Friday, GP will have conversations, especially regarding those departments that were not represented. Alignment should be finalized by mid fall 2020

so they can move forward with all of the associated organizational items such as class scheduling, website design, success teams and support. Larissa invited everyone to come to the GP meeting on Friday.

### Conversation about Fall 2020

Jesse began the discussion regarding how can we provide an environment in the fall that will help make students successful. This includes equity issues such as a lack of computers or wifi students need in order to participate in online courses. Social Science interest area meeting provided awareness that we need to build community early on so if we do have to go remote students have a made a connection at the beginning of the semester. Jesse recommended that everyone review the recorded webinar from ASCCC on How to Prepare for Fall 2020. In the past, Andy Bloom had proposed student version of Learning College Week aimed at getting students ready for college level classes, using Canvas, resources available, etc. Ghada mentioned that work is underway for student workshops for Zoom and Canvas for fall. Larry Heslin mentioned that athletes have taken to zoom easily and seem to be pretty adept. He suggested that the training be made optional. Krina asked what we can do to keep the students motivated. What can we do differently to assure that students are mentally healthy? Jesse acknowledged that this is about addressing the 'whole' student. He read a quote from new incoming president underscoring the importance of helping these students who may have missed their senior year in high school and have lost that sense of community.

Isabel requested that a decision be made sooner rather than later. Larissa suggested reimagining LCW by perhaps including some workshops that are specific to keeping students engaged. Kyle expressed a concern for the DI groups who are dependent upon the support that they find on campus – connection with one another to form a safety net as well as support from faculty. Finding their 'team' and 'family' among those on campus is a missing resource. Nan shared that we need to provide resources and suggested having open zoom sessions where students could drop in and share how they are feeling, what they are struggling with, what they need, etc. There should be counselors available for support and inspiration. This should be offered throughout the semester. It would be a way to point them toward resources and support. Milton stressed the need to be mindful that education is a 'relationship business' and this online environment has changed our traditional way of building relationships. Retention relies on doing everything possible to create those relationships. Within student services they are reaching out with phone trees and other methods to try and connect with students. He invited everyone to work together to help inspire students to come to Ohlone.

Jim McManus mentioned that he was pretty sure we all want to be face to face. His approach will be to hope for best and prepare for the worst. It is easier to go from online to F2F rather than the reverse. In the Chat window Tony DiSalvo said: "Here's a very nice welcome video made by a community college in Washington State. This is a start: <https://www.youtube.com/watch?v=kNqnSsKCzh0>".

Krina suggested we make a Canvas shell and encourage students to put pictures of what they were engaged in or interested in to help them feel connected to one another. Jesse supported the ideas and hoped that people would get inspired to work on those types of things.

Isabel stressed the importance of being mindful of the safety of the students and faculty. As long as we are required to maintain social distancing and without a vaccine, we need to consider what is safe for our students and the community as a whole.

Jesse indicated the importance of putting the safety of the community above our own personal needs. At what cost do we need to come back to campus? Larry indicated that it would be premature to make a decision now. The question was raised regarding the role faculty plays in making this decision? Jesse answered that the decision will come from CCCCCO and from the Board and President. Dr. Browning indicated that the faculty perspective is very valuable but to keep in mind that there is criteria coming from the state, the county, and the CO. She has been involved in a number of conversations going on regionally and statewide so that we can be consistent with what is happening around us. We want to make sure we take advantage of all information before we make a decision. To go F2F would not be viable at this point. Ghada stated that we have to recognize we may not get all the information we need in time but in either case there is a lot of planning that goes into preparing for the semester. The sooner the decision is made the better. The decision can't be made the week before.

Dr. Browning said a few parting words to the group. She complimented faculty on always doing their best for the students. She is thrilled with the new leadership and sees a bright future ahead for the college. She never thought she would say goodbye without being F2F but is making the best of it and looks forward to Ohlone returning to wonderful college it always has been.

Meeting adjourned at 5:25 pm.

Notes taken by Robin Kurotori and Laurie Issel-Tarver