

The De Anza Academic Senate

Approved Notes from the Meeting of March 7th 2016

Senators and Officers present: Alexander, Anderson, Bryant, Cruz, Deck, Delas, Dolen, Donahue, Kragalott, Lewis, Liu, Malek, Mello, Miskin, Ohtake, Pape, Subramaniam, Sullivan, and Setziol

Senators and Officers Absent Capitolo, Clem, Dunn, Langfelder, Hertler, and Schaffer,

DASB: FA Liaison:

Classified Senate: Lorna Maynard

Curriculum Co Chair: Ram Subramaniam

Administrative Liaison: Rowena Tomaneng

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

Guests:

[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. Welcome and Mindfulness Activity or Call in Practice: Cruz introduced the group to what will be an ongoing series alternating between a mindfulness activity and a Call In Practice reminder exercise. The group did a mindfulness activity with the aid of a meditative video. Comments about the exercise were almost all positive.

II. Approval of Agenda and Meeting Notes: The agenda was approved as distributed. The notes of February 29th were approved as distributed.

III. Needs and Confirmations: - There is a need for a faculty member on both the Student Services Planning and Budgeting Team and the Professional Relations Committee. There were no confirmations

IV. Public Comment on Items Not on the Agenda: Given that the item was appearing for the first time, Cruz reminded the group of the purpose of the item (to allow anyone not on the Executive Committee to come and address the group about anything important to them and outlined suggested time limitations per public speaker. She then suggested that the Senators tell their constituents about the opportunity. There were no guests at the meeting.

V. Consent Agenda: There were no items.

VI. Action Items: Cruz informed the group that although she and Veronica Neal had been invited to be keynote speakers at the ASCCC Academic Academy Wednesday, March 9th, they still had to pay a registration fee of \$80 each. **It was MSCU (Sullivan/Donahue)** to authorize \$160 for the registration fees.

VII. Discussion/Information Items:

A) Academic Senate Accreditation Training: Mallory Newell and Bryant presented. Newell took the group through a complete list of the various facets of accreditation, including timelines, and assigned responsibilities. Newell and Bryant began a process of informing the group of its Standard 4A responsibilities, how multifaceted it is, and a proposed organization of the work involved. The self study must be finished Spring of 2017 as the site visit is Fall 2017.

B) By-Laws Review and Proposed Revision: Setziol presented work done by himself and Misikin in reviewing, editing, and proposing new language. The document was gone over section by section to give the Senators opportunities to ask questions about language. Setziol asked the group to think both large and small and to think of things that were missing and to consider anything currently in the By-Laws which should be moved to the constitution or vice versa. There were a few questions. [Note: after the item, Subramaniam pointed out that the Curriculum Committee was not included on the list of Academic Senate committees.]

C) Proposal to Add Equity/Diversity Prompt to Employment Application and

District Equal Opportunity Employment Draft Plan: The focus of Cruz's presentation was to ask the group for feedback about a proposal calling for an addition to the existing requirement of a diversity statement. The addition would have applicants give an account of their previous activities in support of Equity and Diversity. There was a question and then a concern about the resulting length of statements and whether a limitation as to length was needed. Perhaps tangential to the presentation itself were expressions of concern about the length of time of the hiring process and the timing of opening positions. Some said the process takes too long and the college ends up losing many terrific candidates because the terrific candidates accept positions elsewhere or otherwise drop out of the running. One person said the process was too short. In answer to the observation that job announcements go out too late in the year, having the same effect as too long a process, Bryant explained the process that caused the lateness.

D) Board Policy and Administrative Procedure 3510 – Workplace Violence: Official language is used to define what is workplace violence and credible threats of it. Cruz told the group that Faculty Association President Rich Hansen expressed a serious concern about the draft in that it proposes requiring employees

to report incidents of either violence or threats of it witnessed by them. A question was raised about whether or not the proposed administrative procedure would help anyone deal with an actual situation as it was happening. Finally, a question was raised about there being any liability for people who are attacked or who are threatened who then respond in kind. What is the line between self defense and overreaction followed by equally inappropriate behavior? Due to time constraints, Cruz ended the item even though several people were still wanting to speak, saying that the item would return on the March 14th agenda.

VIII. Reports: Cruz pointed to her written report which was distributed.

IX. Meeting Evaluation: Cruz asked for comments about what worked and what did not about the meeting. The meditation was said to be successful. The meeting flowed well, perhaps indicating that the new agenda format either helped or at least did not hurt the efficiency of the group.

X Good of the Order and Appreciations: - Donahue mentioned that there were a good number of new defibrillators on campus and that she taught a CPR class which covered the use of defibrillators.

- Dolen reported that the grand reopening of the library went well and was well attended.
- Cruz mentioned that she and Bryant were going to the Board of Trustees reception for newly tenured faculty immediately after the meeting and that the De Anza Academic Senate and administrators reception for newly tenured De Anza faculty would be in April.
- Mallory Newell was again appreciated for another excellent presentation.

The meeting was adjourned at 4:33 PM.