

Board of Trustees Agenda Item

Board Meeting Date: September 12, 2011

TITLE OF ITEMS:

- Human Resources Reports
- PAA Applications 2011-2012

BACKGROUND AND ANALYSIS:

Human Resources Reports

The Human Resources report is presented for Board Approval. The report reflects the personnel actions in the following categories: new hires, new positions, promotions, reassignments, reclassifications, separations, 39 month re-employment, permanent contract changes, professional growth awards, service recognition awards and longevity awards.

The Board is requested to approve the Professional Achievement Awards for Foothill and De Anza College faculty employees in accordance with Article 38 of the *Agreement* between the District and the Faculty Association. Summaries of the applications are included for the Board's review.

RECOMMENDATIONS: (specify if information only)

Dorene Novotny, Vice Chancellor of Human Resources and Equal Opportunity recommends approval.

Submitted by:	Dorene Novotny, Vice Chancellor of Human Resources & Equal Opportunity x6211
Additional contact names:	Suzanne Pfeiffer, Director of Human Resources x6109
Is backup provided?	Yes

FOOTHILL-DE ANZA COMMUNITY COLLEGE DISTRICT

Board of Trustees Agenda Items

Board Meeting Date: September 12, 2011

Human Resources Report - Employment and Personnel Actions

FULL-TIME FACULTY AND ADMINISTRATORS							
RATIFICATION							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
APPROVAL							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
Alves De Lima, Diana	Instructor	Language Arts	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Bennett, Mary	Instructor	Special Education	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Boyett, Doug	Instructor	Physical Education & Human Performance	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Bryant, Randy	Instructor	Applied Technologies	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Clavijo, Judith	Instructor	Biological, Health & Environmental Sciences	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Coffin, Elvira	Instructor	Language Arts	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Coleman, David	Counselor	Counseling	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Erickson, Karen	Instructor	Biological & Health Sciences	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Flores, Kathy	Instructor	Language Arts	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Gravenhorst, Kurt	Instructor	Language Arts	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Haight, Elaine	Instructor	CTIS	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Hassel, Patricia L.	Instructor	Biological/Health/Environmental Sciences	De Anza College	Resignation for purpose of retirement under Artilece 19	June 29, 2012	n/a	n/a
Jenene, Key Sharon	Instructor	Biological & Health Sciences	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Joplin, Natasha	Counselor	Counseling	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Khanna, Anuradha	Instructor	Intercultural/International Studies	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Kwak, Christopher	Instructor	Business/Computer Systems	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a

Lee, Keith	Instructor	Fine Arts & Communications	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Lee-Wheat, Coleen	Instructor	Physical Education	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Lee-Yen, Ann	Instructor	Child Development	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Lewis, Brian	Instructor	Language Arts	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Lopez, Richard	Instructor	PSME	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Macias, Dixie	Instructor	Physical Education & Human Performance	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Marin, Maria	Instructor	Language Arts	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
McFarland, Ronald	Division Dean	Business & Computer Systems	De Anza College	Resignation	September 9, 2011	n/a	n/a
Menager, Rosemarie	Instructor	Business & Social Sciences	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Mosh, Farshod	Instructor	PSME	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Nava, Jose	Instructor	Business & Social Sciences	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Pape, Mary	Instructor	Business & Computer Science	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Patton, Marilyn	Instructor	Language Arts	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Pratt, Keith	Instructor	Language Arts	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Sherby, Mark	Instructor	Business & Computer Science	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Spragge, Phyllis	Instructor	Biological & Health Sciences	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Sullivan, Mary	Instructor	Counseling	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Svenson, Daniel	Instructor	Biological & Health Sciences	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Tao, Lan	Counselor	Counseling	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Tavernetti, Susan	Instructor	Creative Arts	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Torres, Laurel	Counselor	Counseling	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a
Vance-Lee, Davida	Counselor	Counseling	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Vernazza, Pete	Instructor	Applied Technologies	De Anza College	Professional Achievement Award	September 1, 2011	n/a	n/a

Wilkes, Pam	Instructor	Language Arts	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Wolterbeek, Kim	Instructor	Language Arts	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
Wu, Tilly	Counselor	Counseling	Foothill College	Professional Achievement Award	September 1, 2011	n/a	n/a
CLASSIFIED							
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
APPROVALS NEW HIRES - CLASSIFIED EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
RATIFICATION OF APPROVALS FOR NEW HIRES - CLASSIFIED HOURLY EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
APPROVALS NEW HIRES - CLASSIFIED HOURLY EMPLOYEES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
NEW POSITIONS							
Position #	Position	Department / Division	Location	Action Requested	Months / FTE	Fund	Salary (Level)
None							
PROMOTIONS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
Galoyan, Naziko	Evaluation Specialist	Counseling	Foothill College	Ratification	September 6, 2011	114000	46 (3)
DEMOTIONS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
REASSIGNMENTS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
TRANSFER							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
RECLASSIFICATIONS							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
ACCEPT SEPARATIONS OF THE FOLLOWING EMPLOYEES							

Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Years of Service
Diazoni, Derrick	Secretary	HTCTU - Special Education	De Anza College	Ratification	September 9, 2011	135513	0.50
Kikoshima, Helen	Administrative Assistant II	Foothill Global Access	Foothill College	Ratification	September 6, 2011	114000	26.50
39 MONTH RE-EMPLOYMENT							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
PERMANENT CONTRACT INCREASES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
PERMANENT CONTRACT DECREASES							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	Salary (Level / Step)
None							
PROFESSIONAL GROWTH AWARDS (\$42.00 PER MONTH)							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	# of Awards
None							
PROFESSIONAL GROWTH AWARDS (\$70.00 PER MONTH)							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	# of Awards
Abad, Sofia	Program Coordinator II	Bio/Health & Env Sciences	De Anza College	Ratification	September 1, 2011	133040	8
Conens, Patricia	Human Resources Specialist	Human Resources & Equal Opportunity	Central Services	Ratification	September 1, 2011	114000	5
Jobs, Patricia	Administrative Assistant I	Educational Resources & College Operations	De Anza College	Ratification	September 1, 2011	114000	3
Luna, Anna	Human Resources Technician I	Human Resources & Equal Opportunity	Central Services	Ratification	September 1, 2011	114000	2
Mc Cortney, Lesley	Instructional Associate	Learning Resources	De Anza College	Ratification	September 1, 2011	114000	7
Patel, Bhavi	Administrative Assistant I	Academic Services	De Anza College	Ratification	September 1, 2011	133000	2
Wu, Wing Yi	Laboratory Technician	PSME	Foothill College	Ratification	September 1, 2011	114000	1
Xu, Wen Jun	Accounting Assistant	Educational Resources & Instruction	Foothill College	Ratification	September 1, 2011	114080	2
SERVICE RECOGNITION AWARDS (\$70.00 PER MONTH)							
Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Fund	# of Awards
None							
LONGEVITY AWARDS							
Employee Name	Position	Department / Division	Location	Years of Service	Effective Date	Fund	Salary (Level / Step)
None							
NEW PART-TIME FACULTY							

Employee Name	Position	Department / Division	Location	Action Requested	Effective Date	Salary Level	Salary Step
Campbell, Kevin J.	Instructor	Economic Development	Foothill College	New Hire	Spring 2011	10	1
Zhang, Xiaosu	Instructor	Biological & Health Sciences	Foothill College	New Hire	Summer 2011	20	1
SHORT TERM EMPLOYEES							
RATIFICATION OF SHORT TERM EMPLOYEES							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
Care, Amber	Coordinator I	Biology, Health & Env Sciences	De Anza College	July 1, 2011	June 30, 2012	135531	
Christensen, Chris	Short Course Instructor	Community Education	De Anza College	July 1, 2011	June 30, 2012	115218	
Doron-Peters, Jonathan	Teacher Intern	PSME	De Anza College	April 4, 2011	June 30, 2011	133586	
Hassan, Shahram Shafeeq	Management Support I	VP Student Services	De Anza College	July 5, 2011	June 30, 2012	114000	
McKellar, Charlie	Short Course Instructor	Community Education	De Anza College	September 6, 2011	June 30, 2012	115218	
RATIFICATION OF SEASONAL EMPLOYEES							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
Graves, Henry C	Assistant V	Learning Resources	De Anza College	July 1, 2011	June 30, 2012	114000	
RATIFICATION OF EDUCATIONAL AGREEMENTS (INSTRUCTION)							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
None							
RATIFICATION OF ALLIED HEALTH PROFESSIONALS							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
None							
APPROVAL OF SEASONAL EMPLOYEES							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
McHenry, Lynn	Assistant Coach - Volle	Physical Education and Human Performance	De Anza College	September 15, 2011	November 30, 2011	115244	
Newman, Kevin	Assistant Coach	Physical Education and Human Performance	De Anza College	January 15, 2012	April 30, 2012	115244	
Nguyen, Thien Nhan Phuc	Assistant Coach - Volle	Physical Education and Human Performance	De Anza College	September 15, 2011	November 30, 2011	115244	
APPROVAL OF SHORT TERM EMPLOYEES							
Employee Name	Position	Department / Division	Location	Begin Date	End Date	Fund	
Engelbrecht, J	Theatre Professional	Fine Arts	Foothill College	September 19, 2011	December 9, 2011	115114	
Graham, Christopher	Theatre Professional	Fine Arts	Foothill College	September 15, 2011	September 30, 2011	115114	
Kilen, Kenneth G.	Theatre Professional	Fine Arts	Foothill College	September 15, 2011	September 30, 2011	115114	

McLeod, Lily	Theatre Professional	Fine Arts	Foothill College	September 15, 2011	September 30, 2011	115114
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APPROVAL OF INTERMITTENT EMPLOYEES

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
None						

APPROVAL OF ALLIED HEALTH PROFESSIONALS
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<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
None						

APPROVAL OF EDUCATIONAL AGREEMENTS (INSTRUCTION)

<i>Employee Name</i>	<i>Position</i>	<i>Department / Division</i>	<i>Location</i>	<i>Begin Date</i>	<i>End Date</i>	<i>Fund</i>
None						

<i>Fund #:</i>	<i>Description of Fund:</i>
114...	General Purpose
115...	Self-Sustaining
120...	Categorical
121/131...	Categorical
122...	Special Education
123...	Work Study
125...	Parking
128...	Campus Center Fees
200...	Debt Service
300...	Child Development
400...	Capital Projects
500...	Enterprise
600...	Internal Services
700...	Financial Aid



FOOTHILL COLLEGE

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To: Board of Trustees

Cc: D. Novotny

From: Judy Miner

Date: August 18, 2011

Re: Recommendations for Professional Achievement Awards 2011-2012

The following eighteen individuals are recommended for Professional Achievement Awards for the 2011-2012 academic year. Upon review, their applications met and often exceeded the requirements of this recognition.

Doug Boyett
Elvira Coffin
Karen Erickson
Kurt Gravenhorst
Elaine Haight
Sharon Jenene Key
Keith Lee
Brian Lewis
Dixie Macias
Rosemarie Menager
Jose Nava
Keith Pratt
Phyllis Spragge
Daniel Svenson
Davida Vance-Lee
Pam Wilkes
Kim Wolterbeek
Tilly Wu

PROFESSIONAL ACHIEVEMENT AWARDS
2011-2012
Application Summaries

Doug Boyett

Division: Kinesiology & Athletics

Department: Physical Education

Performance of Duties: Doug goes ‘the extra mile’ in performing his responsibilities. His philosophy towards teaching physical education to his students is to teach them about the healthy quality of life they can achieve through physical fitness and following a healthy lifestyle. The Football team he coaches continues to be ranked among the top twenty community colleges nationally. Doug has worked hard on his goal of developing better time management skills and feels that he has become more ‘complete’ in his commitment to Foothill.

Professional Growth: Over the four-year period of this Professional Achievement Award, Doug has recorded 10.32 units.

Professional Service: Doug has served on several hiring and tenure committees at Foothill. He has also represented the college in the greater sports community, attending the Coast Conference Committee on Athletics meetings, as well as the Northern California Football Coaches Association meetings, conferences and clinics.

Elvira Coffin

Division: Language Arts

Department: Spanish

Performance of Duties: Elvira has focused on improving her teaching strategies and professional expertise in language acquisition and instructional design. She completed courses in German to explore differences in linguistics among languages, which has allowed her to expand her skills and make Spanish more accessible to students. She has also worked in collaboration with faculty to develop Student Learning Outcomes for the Spanish curriculum.

Professional Growth: Over the four-year period of this Professional Achievement Award, Elvira has recorded 17.50 units.

Professional Service: Elvira has supported Foothill through her participation on tenure and hiring committees. She has also served as curriculum representative for the foreign language department for the past three years.

Karen Erickson

Division: Biological & Health Sciences

Department: Biology

Performance of Duties: Karen has developed a robust ETUDES site, and continues to find ways to present concepts to students that enhance learning through incorporation of animation, videos, suggested readings and tutorials. During her professional development leave she pursued the study of student-centered learning, introducing activities that strengthen learning and comprehension. Her student exam

scores have improved 6-7% in the past year. Reflecting on student evaluations, she has also focused on improving lecture content and delivery.

Professional Growth: Over the four-year period of this Professional Achievement Award, Karen has recorded 17.15 units.

Professional Service: Karen has served Foothill in a variety of capacities, including participation on tenure review and hiring committees. She has fulfilled her rotational role as Department Chair, and has served on Academic Senate and the Faculty Association Executive Council.

Kurt Gravenhorst

Division: Language Arts

Department: English/Humanities

Performance of Duties: After studying and following new writing trends, methods and innovations to find ways to teach freshman students to write well and improve their writing style, Kurt has concluded that he serves students best as a guide rather than a guru. He told his students that although he had absolutely no artistic ability when it came to drawing, if given a ruler he could draw as straight a line as Leonardo da Vinci. He announced to them that he was giving them rulers. Through this new approach, he was able to measure significant improvement in his students' writing. In the Humanities area, Kurt built the program into one of the most productive on campus. He has also been a mentor to a number of adjunct faculty members.

Professional Growth: Over the four-year period of this Professional Achievement Award, Kurt has recorded 10.00 units.

Professional Service: Kurt has been quite active in his support of Foothill. In addition to mentoring adjunct faculty, he has been a sponsor of student clubs, has frequently served on Due Process and Grievance panels, and served on hiring and tenure review committees.

Elaine Haight

Division: Computers, Technology & Information Systems Division

Department: Computer Science

Performance of Duties: Elaine has been focused on keeping up with changes in her field of software engineering, as well as helping instructors across the country adopt new teaching methodology. There has been a paradigm shift in her field, with software moving from desktop to the 'cloud.' To address the changes, she has taken classes, attended conferences and participated in professional organizations. As a part of keeping abreast of the latest technologies, and maintaining an extensive network of industry contacts and former students, Elaine keeps a blog of professional development activities.

Professional Growth: Over the four-year period of this Professional Achievement Award, Elaine has recorded 11.48 units.

Professional Service: As mentioned above, Elaine has participated in a number of activities that support the greater community. She has also supported the campus by serving on the curriculum committee and the Foothill Industry Advisory Board, advising student clubs and presenting at internal workshops for professional development.

Sharon Jenene Key**Division: Biological & Health Sciences****Department: Radiologic Technology**

Performance of Duties: Sharon has grown professionally and academically through serving as Program Director and Clinical Coordinator for the Radiologic Technology program. She gained insights into administrative responsibilities of the college and management of an allied health program. Sharon also worked in collaboration to develop the RT Instructional Program Review Report, and completed student learning outcomes for 28 radiologic technology courses. During her sabbatical leave, she was able to visit different clinical environments, attain 162 radiology continuing education credits and attend three conferences. Sharon was also able to develop during this time a digital image library for the program, which is used as a resource by students and clinical faculty.

Professional Growth: Over the four-year period of this Professional Achievement Award, Sharon has recorded 13.24 units.

Professional Service: Sharon provided strong support for Foothill, serving on a number of committees including the Kaider Scholarship and tenure review committees. In addition, she has represented Foothill in the greater community, as Chair of the Advanced Clinical Committee (Fellowship with Stanford Hospital).

Keith Lee**Division: Fine Arts & Communication****Department: Photography**

Performance of Duties: Keith has been an active member of his department, serving as chair and completing Peer Evaluations for most of the adjunct faculty. He has completed coursework to help him keep abreast of current trends and popular culture. For the past two years, Keith has worked closely with the Honors Institute, teaching students who are interested in transfer. He also participated as a mentor with the annual Honors Symposium.

Professional Growth: Over the four-year period of this Professional Achievement Award, Keith has recorded 10.77 units.

Professional Service: Keith has been a member of Academic Senate and served on a search committee; he has also provided support to students serving as a Faculty Advisor for the Photography Club, and has helped to organize exhibitions that showcase student artwork.

Brian Curran Lewis**Division: Language Arts****Department: English**

Performance of Duties: Brian has embraced the importance of technology in education, and has worked hard to create meaningful online courses. As part of his sabbatical, Brian reworked his online English courses creating community, embedding self-reflection and portfolio thinking, and using explicit rubrics and criteria for evaluation to promote learning.

Professional Growth: Over the four-year period of this Professional Achievement Award, Brian has recorded 18.72 units.

Professional Service: Brian has been a supportive member of the Foothill campus, serving on a number of committees at Foothill, including Tenure, Basic Skills and the Executive Council.

Dixie Macias

Division: Kinesiology & Athletics

Department: Physical Education

Performance of Duties: Dixie's work on a diverse number of committees at the college has allowed him to develop better listening skills and decision-making abilities. He has utilized peer instruction in the classroom, with favorable student response and engagement. As men's tennis coach, Dixie has been repeatedly selected Coach of the Year in California. During his tenure, the team has won six league titles and been ranked in the top ten in California seven times.

Professional Growth: Over the four-year period of this Professional Achievement Award, Dixie has recorded 9.54 units.

Professional Service: Dixie has provided support to Foothill through service on the Academic Senate, the Basic Skills Steering Committee, and the Accreditation Standard IV Committee.

Rosemarie Menager

Division: Business & Social Sciences

Department: Psychology

Performance of Duties: Rosemarie has been working on the creation of curriculum for a Social Science Statistics course that will smooth the path for transfers in Psychology to programs that require statistics as a prerequisite. She has been actively working on the assessment procedures for SLO's and PLO's. Rosemarie has also been collaborating with Institutional Research and the Transfer Program to provide better tracking and followup on psychology students after graduation, to help to assess the value of the curriculum at Foothill.

Professional Growth: For the four-year period of this Professional Achievement Award, Rosemarie has recorded 9 units.

Professional Service: Rosemarie has provided outstanding service to Foothill, participating in curriculum and hiring committees as well as presenting at convocations on campus and conferences in the greater community.

Jose Nava

Division: Business & Social Sciences

Department: Business Accounting

Performance of Duties: Jose was the first instructor to develop and deliver online accounting courses at Foothill. Over the years, he has taken the lead in developing pedagogy in the accounting department. As new online offerings are created he teaches them first, improving the pedagogy and ensuring the courses are aligned with market/employer demands while meeting curriculum standards. To prepare for

curriculum development, he completed an online instruction certificate program at Cal State University East Bay, as well a full year of instruction as part of the EdD Program at University of San Francisco. Additionally, to maintain his technical expertise, Jose completes 100+ hours average per year in accounting coursework through CalCPA.

Professional Growth: For the four-year period of this Professional Achievement Award, Jose has recorded 10.02 units.

Professional Service: Jose has provided excellent support to Foothill, serving as Department Chair, and participating in the Academic Senate as well as hiring committees.

Keith Pratt

Division: Language Arts

Department: ESLL

Performance of Duties: During his Professional Development Leave, Keith completed his second master's degree at San Francisco State University. The degree in English Composition complements his degree in English as a Second Language. After returning, Keith was able to put theory into practice, taking on Basic Skills English courses. He has provided solid support to his department, helping with formulation of Student Learning Outcomes, mentoring newly hired composition faculty, and working with the Dean reading challenge essays to help place students into the right courses.

Professional Growth: Over the four-year period of this Professional Achievement Award, Keith has recorded 51.50 units.

Professional Service: Keith has supported his department, and the greater Foothill community, serving on Professional Development Leave and hiring committees.

Phyllis Spragge

Division: Biological & Health Sciences

Department: Dental Hygiene

Performance of Duties: In addition to being the program director of a very successful dental hygiene program with its own accreditation process and on-site clinical facility at Foothill, Phyllis has also served for five quarters as interim Dean for the Division of Biological & Health Sciences. Phyllis employs multiple teaching methods to present information to her students. She has created multimedia lecture materials, and strives to keep up to date on current medical/dental research in order to provide up to date instruction. Phyllis has also used role playing exercises, small group discussions, and group projects to reinforce the information she teaches. She has regularly attended conferences in her field, and has attended the University of the Pacific's Chairs & Academic Administrators Management Program (CAAMP).

Professional Growth: Over the four-year period of this Professional Achievement Award, Phyllis has recorded 16.82 units.

Professional Service: Phyllis has served in her professional field as the Vice President for the California Dental Hygiene Educators Association. She has also been a vital support for the college, serving on numerous hiring and tenure committees as well as the Kaider Scholarship and Dental Hygiene Department Admissions Committees.

Daniel K. Svenson

Division: Biological & Health Sciences

Department: Environmental Horticulture

Performance of Duties: As Director of the Environmental Horticulture program at Foothill, Dan has not only worked with students, and the local community, but has made an effort to reach out to the green industry, addressing issues of water conservation and preserving natural resources. Dan was central to the development of a very successful Slow-the-Flow water conference. Last year, Environmental Horticulture hosted an open house with over 400 attendees, raising over \$15,000 at a silent auction for the program. He has spearheaded the fundraising activities, helping the program to raise more than three hundred thousand dollars since 1995.

Professional Growth: Over the four-year period of this Professional Achievement Award, Dan has recorded 12.52 units.

Professional Service: Dan has served on a number of search committees for Foothill, as well as participating on the Workforce Educational Advisory Group, the Measure "E" Architectural Subcommittee, and Student Learning Outcomes Committee. He has also organized student volunteers to participate in the San Francisco Flower & Garden Show, and worked with the California Landscape Contractors Association to host/co-sponsor their training seminars in green industry.

Davida Vance-Lee

Division: Counseling

Department: Counseling

Performance of Duties: Davida has worn many hats in her 35 years of tenure at Foothill. She helped to pilot the first 'special education' program, worked for many years as a counselor and instructor, and more recently has been teaching the Gospel Festival/Choir class. To prepare for this course, she traveled to workshops and exhibits, and spent time talking to other choral directors.

Professional Growth: Over the four-year period of this Professional Achievement Award, Davida has recorded 9.5 units.

Professional Service: Davida has provided support and service to a number of groups on campus, including participating on committees for the Harambee celebration, directing the Gospel Festival and Spring Musical Concert, and presenting at the Day on the Hill event. She has also served on the academic senate and on tenure review committees.

Pam Wilkes

Division: Language Arts

Department: Library

Performance of Duties: Pam has focused her energies on moving the library resources and services forward technologically. Through her work with the librarians they have incorporated LibGuides, an online resource enabling them to develop instructional content in a streamlined way, as well as a new discovery tool that allows for a single search box to search all of the library resources. Pam has taken on

new responsibilities, such as developing the annual spending plan, and coordinating the data compilation for the annual statistical survey for the state Chancellor's office.

Professional Growth: Over the four-year period of this Professional Achievement Award, Pam has recorded 12.00 units.

Professional Service: Pam has provided excellent support to the college serving on the Academic Senate, Educational Technology Advisory Committee, The Tech Task Force, The Basic Skills Workgroup, and Operations Planning Committee. She has also participated on several hiring committees.

Kim Wolterbeek

Division: Language Arts

Department: English

Performance of Duties: Kim has served in several roles supporting the Faculty Association, which have encouraged her development as an educator. In her role as FA Conciliator, she felt she served her colleagues and administrators in resolving conflicts amicably, and also has grown from working with the administration in a spirit of collegiality. Kim has also completed two graduate seminars in English through Notre Dame de Namur University and has learned about cutting edge tools in technology, reading and pedagogy.

Professional Growth: Over the four-year period of this Professional Achievement Award, Kim has recorded 9.00 units.

Professional Service: In addition to her work with the Faculty Association, Kim has also supported the college by participation on Tenure and Professional Conference Fund committees, as well as sitting on a Due Process Panel and the Author Series Advisory Council.

Tilly Wu

Division: Counseling

Department: Counseling

Performance of Duties: Tilly's focus has been in support of EOPS students, serving on various committees and groups within the EOPS area to foster retention, graduation and transfer of students. Her devotion to their success is clear in the 40 recommendation letters written for her students this past year. Tilly has attended many conferences to enhance her understanding of special student populations.

Professional Growth: Over the four-year period of this Professional Achievement Award, Tilly has recorded 10.76 units.

Professional Service: Tilly has been a strong supporter of the campus, sitting as co-chair on the planning committees for the Asian-Pacific Island Month, the CARE holiday celebration, the APAN Graduation Celebration, and EOPS Foothill Scholarship. She has also participated in a number of EOPS conferences and events at various colleges in the greater community.



The Office of Academic Services

MEMORANDUM

TO: Board of Trustees

FROM: Rowena M. Tomaneng
Associate Vice President of Instruction

DATE: August 24, 2011

SUBJECT: Recommendation for Professional Achievement Award
Academic Year – 2011-2012

Of the 23 applications that were submitted and reviewed, 22 are being recommended for approval.

The recommended faculty, as listed below, have met or exceeded the requirements outlined in the bargaining unit agreement:

Diana Alves De Lima
Mary Bennett
Randy Bryant
Judith Clavijo
David Coleman
Kathy Flores
Natasha Joplin
Anuradha Khanna
Christopher Kwak
Coleen Lee-Wheat
Ann Lee-Yen
Richard Lopez

Maria Marin
Farshod Mosh
Mary Pape
Marilyn Patton
Mark Sherby
Mary Sullivan
Lan Tao
Susan Tavernetti
Laurel Torres
Pete Vernazza

**De Anza College
Professional Achievement Awards
2011-2012**

Diana Alves De Lima
Student Success Center Faculty Co-Director

Performance of Duties: Diana's contribution in Academic Support is extraordinary. In her role as Faculty Co-Director of the Student Success Center, Diana has worked closely with Student Services, Language Arts, and Math on the Basic Skills Initiative and Title III Federal Grant.

Special Service: Diana served on the Developmental Education and Readiness Task Force and Instructional Planning and Budget Team. She also served as on several administrative, faculty and classified hiring committees.

Mary Bennet
Special Education Instructor

Performance of Duties: Mary is a tremendous asset to the Adapted Physical Education program and maintains current in the profession by attending professional development trainings and workshops. Mary's classes are enjoyable and disabled students' limitations and needs are attended to with detail and care.

Special Service: Mary assisted the Adapted Physical Education program through her service on tenure review committees. She has also taken the lead on Student Learning Outcomes and Assessment work related to the curriculum.

Randy Bryant
Automotive Technology Instructor

Performance of Duties: Randy is an outstanding teacher who has great rapport with his students. He enjoys teaching and maintains currency in his discipline through attendance workshops and enrolling in courses.

Special Service: Randy served as the Program Coordinator for the Automotive Technology program and as a faculty representative on the College's Instructional and Planning Budget Team. He also assumed the leadership role in the college's disaster-planning and training team.

Judith Clavijo
Nursing Instructor

Performance of Duties: Judith is an excellent Nursing instructor and a major asset to her department. She is dedicated to student success in the program. She serves the

department as the Executive Head of Nursing. She maintains currency in her field by participating in continuing education conferences and by working shifts in the hospital.

Special Service: Judith served as a mentor to her students and regularly volunteers as a reader for the De Anza College Scholarship Committee. In addition to working on the recent accreditation self-study, she also served on faculty hiring committees.

David Coleman
Counselor

Performance of Duties: David's contribution to Student Success and Retention Services (SSRS) and the Counseling department is tremendous. He works diligently to coordinate SSRS and the Sankofa Scholars program in particular. As a counselor, he is committed to student success and retention of historically under-represented students.

Special Service: David served on tenure review committees for new faculty and numerous hiring committees for administrators, faculty, and staff. He also served as club advisor for the Black Student Union and Muslim Student Association. To promote student success and retention practices, David regularly develops and facilitates workshops for faculty and staff on effective cultural competency and pedagogical practices.

Kathy Flores
English as a Second Language Instructor

Performance of Duties: Kathy is an inspiring teacher who contributes greatly to the English as a Second Language Department and Language Arts division. She shows a deep commitment to the success of her students and this is demonstrated in collaborative learning-based pedagogy. She is also one of the dept.'s lead instructors in the Student Learning Outcomes and Assessment efforts.

Special Service: Kathy served as placement coordinator and adjunct faculty evaluator for several years. She has served on tenure review committees for Language Arts. Beyond campus service, Kathy was selected as a Fulbright Scholar for 2010-2011.

Natasha Joplin
Counselor

Performance of Duties: Natasha's engagement with her students and the Counseling division is outstanding. She serves as the lead instructor for Human Sexuality 10 and she has served as the counselor for the Honors program and learning in Communities program.

Special Service: Natasha served as the faculty advisor to the De Anza Sexual Assault and Violence Awareness Club, and she has been the in-service coordinator for the Counseling division. In addition to serving as a faculty tenure review committee member, Natasha served as the division representative on the Academic Senate.

Anuradha Khanna
Intercultural Studies Instructor

Performance of Duties: Anuradha is an inspiring teacher who is knowledgeable, collaborative, proactive, and innovative in developing engaging intercultural and interpersonal communication curriculum. She is dedicated to student success and retention as evident in her leadership in the Learning in Communities program.

Special Service: Anuradha served as the co-Chair of the College Curriculum Committee for several years and has played a key leadership role in the initiation of the Student Learning Outcomes and Assessment efforts. In addition, Anu has served as one of the co-Coordinators of the award-winning Learning in Communities program.

Christopher Kwak
Accounting Instructor

Performance of Duties: Chris is an excellent Accounting instructor who contributes to the department and the Business/Computer Information Systems division. In addition to his dedication to students, Chris is engaged in professional organizations and conferences in his field.

Special Service: Chris served as a steering committee member on De Anza College's Asian Pacific American Staff Association and as an Advisor to the De Anza Tae-kwon-Do club. He also served as the committee chair on the Accounting Department Industry Advisory Board and several hiring committees for faculty.

Coleen Lee-Wheat
Physical Education Instructor

Performance of Duties: Coleen's contribution to the Physical Education division and college is exceptional. She is not only an outstanding instructor and tennis coach but also a faculty leader in the Academic Senate and Student Learning Outcomes and Assessment effort.

Special Service: Coleen served as one of the Student Learning Outcomes and Assessment coordinators, responsible for training faculty and division liaisons across Instructional areas. She served as the Executive Vice President of the Academic Senate and co-Chair of the College's Instructional and Planning Budget Team.

Ann Lee-Yeh
Child Development Center Faculty

Performance of Duties: Ann is an experienced faculty in childhood development theory. She updates her curriculum regularly through completion of trainings on the social and emotional foundations for early learning. She encourages children to be engaged in art activities that foster creativity and critical thinking.

Special Service: Ann served on the planning committee for “Week of the Young Child” and organized the Library Innovation project. She also helped in the planning of mental health care fundraising activities for the center.

Richard Lopez
Math Instructor

Performance of Duties: Richard’s teaching is extraordinary in that he has a deep and excellent rapport with his students. Students are engaged in his classes and grow confident in their mathematic skills. Richard is also one of active faculty leaders of the award –winning Math Performance and Success program.

Special Service: Richard actively supports faculty development efforts through his various presentations on effective math practices and the Math Performance and Success program. He served as a member of the Trig-Precalculus textbook committee, Title III federal grant Math committee, and Cohort Communities strategic planning.

Maria Marin
English as a Second Language Instructor

Performance of Duties: Maria is an excellent instructor who contributes widely to the English as a Second Language department. Maria engages her students by using various technologies to support student learning. Maria also does an excellent job of integrating culturally responsive pedagogy into her curriculum and her inclusivity of diversity promotes student success.

Special Service: Maria wrote curriculum for a College Community Bridge program and has served on the department’s Student Learning Outcomes and Assessment Committee. Maria also served as a faculty advisor for the De Anza Tae Kwon Do Club.

Farshod Mosh
Math Instructor

Performance of Duties: Farshod is a dedicated math instructor who goes far beyond the classroom in providing support for his students. Since he has many years of teaching experience, Farshod is able to use methods that are effective for student learning. He is also an active member of the department and the division.

Special Service: Farshod served as the division representative on the Academic Senate and the College Curriculum Committee. He also served as a faculty advisor to the Science and Engineering club.

Mary Pape
Computer Information Systems Instructor

Performance of Duties: Mary is a valuable member the Computer Information Systems department and campus. In addition to her maintaining current curriculum, she engages

her students by providing them real world examples that they can relate to. Students are excited about learning her courses.

Special Service: Mary has served as the Student Learning Outcomes division liaison, providing training to the faculty in the writing and assessing of student learning outcomes. She regularly volunteers for campus outreach events such as New Student and Parent Nights. She is also currently one of the campus's Student Learning Outcomes Coordinator.

Marilyn Patton
English Instructor

Performance of Duties: Marilyn is an inspiring English instructor who has a deep commitment to student learning and success. She utilizes technology and other instructional support practices to enhance her pedagogy. Her faculty colleagues rely on her expertise in both the teaching of composition and literature.

Special Service: Marilyn served as a member of several tenure review and hiring committees for faculty. She developed the English department website and a resource guide for adjunct faculty. She also served as the faculty advisor to the Circle K club.

Mark Sherby
Computer Applications and Office Systems Instructor

Performance of Duties: Mark's contribution to the Computer Applications and Office Systems department is extraordinary. He has been highly engaged in moving many courses into Catalyst/Distance Learning environment. He is also active in sharing his experience with Catalyst to the faculty in the rest of the division.

Special Service: Mark has served as a division representative on the Academic Senate and as a coordinator for the VTEA/Perkins grant. He is currently serving as a co-coordinator for his department and regularly participates in division outreach activities.

Mary Sullivan
Health Services Coordinator

Performance of Duties: Mary's coordination of Health Services is extraordinary and her contributions to the college invaluable. She maintains currency in her field by attending conferences and serving as a Board member of the Health Services Association of California Community Colleges. She also plays a central role in De Anza's Emergency Response Team, which requires tremendous organizational skills.

Special Service: Mary served on several hiring committees for nursing faculty. She also served on the Campus Advisory Committee, Facilities Committee, and Accreditation/Self-Study Committee for Standard IIB.

Lan Tao
Counselor

Performance of Duties: Lan is a valuable member of the Counseling department who shows a deep commitment to the students that she serves. She has taken on coordination tasks for the division and is often called upon by her faculty colleagues to support departmental initiatives. Lan is also one of the lead instructors for Human development 20, 'Life Skills for Higher Education.'"

Special Service: Lan served as a member of the division curriculum and employee scheduling committees. She served on new faculty tenure review committees and hiring committees for faculty and staff. She also served as the division representative on the Academic Senate.

Susan Tavernetti
Film and Television Instructor

Performance of Duties: Susan is an excellent instructor of Film/TV. She is an inspiring teacher in the classroom who actively engages her students in learning. In addition to her teaching, she has taken on the position of division Scheduler. Her professional contribution to the Film/TV department and Creative Arts division is also exceptional.

Special Service: Susan served on the San Jose Cinequest Film Festival Jury and Stanford Film Festival Jury to select the top festival films. She regularly writes reviews and feature articles for the Palo Alto Weekly. She also served on several faculty hiring and tenure review committees.

Laurel Torres
Counselor

Performance of Duties: Laurel's professionalism as a counselor is exceptional. She is dedicated to students' welfare and goes out of her way to assist those in need. She also maintains currency as the divisional psychological counselor, keeping updated on topics concerning psychological issues. Laurel's expertise is also sought after by many of the instructional faculty.

Special Service: Laurel has served as a faculty Association Executive Council member, Academic Senate Executive Committee member, and Counseling division steering committee member. She also served on several hiring committees for new administrators and faculty.

Pete Vernazza
Automotive Technology Instructor

Performance of Duties: Pete is a valuable member of the Automotive Technology program. He works to support his students' success and to be participatory members of the community.

Special Service: Pete has served as an advisor for the Automotive Technology student club and has helped to coordinate many fundraising activities for the group. He has also served as the department representative on the Automotive Service Council, which provides current information on the automotive repair industry.