

Monday, September 9, 2019
Pasadena City College
Circadian
1570 E. Colorado Boulevard, Pasadena, CA 91106

President	Matt Henes
Vice President	Veronica Jaramillo
Secretary	Gena Lopez
Treasurer	Shelagh Rose
Adjunct Faculty	Beville Constantine (PCA)
Adjunct Faculty	Dwane Christensen (Math & CS)
Adjunct Faculty	Gayane Gerome (Counseling)
CEC Non Credit	Brian Pangan [Alt]
Counseling	Sara Aldas Myriam Altounji James Aragon [Alt]
DSPS	Rosemary Scott
English	Bryan Gonzalez Tim Melnarik Vanitha Swaminathan
Kinesiology	Terry Stoddard
Library	Ken Simon
Math & CS	Lyman Chaffee Xiaodan Leng Juan Leon Linda Hintzman
Natural Sciences	Susan Bower Bryan Wilbur Michael Vendasco
Performing and Communication Arts	Maria Fortuna Dean Eric Larson
Social Sciences	Thea Alvarado Jennifer Fiebig

Absent

Business, Engineering, Technology	Saeed Abedzadeh
CEC Non Credit	Rhonda Williams
Health Sciences	Blanca Rodriguez
	Paula Vento
Languages:	No Representative
Visual, Media & Performing Arts	Dave Cuatt

Guests

Dean, Visual Arts & Media Studies	Lynora Rogacs
Superintendent/President	Erika Endrijonas
Assistant Superintendent/VP	Terry Giugni
Student Services/VP	Cynthia Olivo
Dean, Counseling	Armando Duran
Executive Director, Institutional	
PCCFA President	Mark Whitworth
Management Association, President	Carlos Altamirano
Math & CS	Jay Cho

- A. CALL TO ORDER 3:01pm
- B. PLEDGE OF ALLEGIANCE led by D. Christensen
- C. PUBLIC COMMENT: None

Succession of the Gavel from the outgoing Senate President, Lynora Rogacs, to the incoming Senate President Matt Henes. L. Rogacs welcomed M. Henes to the Senate presidency.

- D. APPROVAL OF MINUTES: May 20, 2019 and June 3, 2019

MOTION to approve made and seconded by L. Hintzman and K. Simon.

VOTE: Approved unanimously.

E. SPECIAL GUEST

- 1. Superintendent-President Endrijonas

The Senate received a “welcome back” from Dr. Endrijonas at its first meeting of the academic year. Many things are happening this year, such as AMP, accreditation, Educational Master Plan, Facilities Master Plan, ongoing work on equity. Forty-six new faculty will be recognized at the September 11 Board meeting. Dr. Endrijonas extended an official welcome those who would like to attend her faculty office hours to talk or to email her to talk about things that are of importance to them.

F. CONSTITUENCY REPORTS

- 1. PCCFA Report: M. Whitworth: There will be a meeting September 12th, 12PM in the Circadian Negotiations: It is anticipated that a few major issues will be finalized at the negotiations session scheduled Tuesday afternoon.

- 2. Adjunct Faculty Report: B. Constantine

C109 is being developed into a new adjunct office space and hopefully will be used as a model across campus. It will be open in the near future.

- 3. Classified Senate Report: None

- 4. Associated Students Report: None

5. Administration/Management Association President Tito Altamirano.

Association representation is on many of shared governance committees and looks forward to working with others on these committees to address the needs of the college.

G. ACADEMIC SENATE OFFICER'S REPORTS

1. President's Report:

Today's Senate Retreat is 4PM-6PM.

President Henes encouraged Senators to contact him regarding clarification on matters to be discussed in the President's report via email or to contact him one on one. Suggestions for future agenda items may be emailed for consideration.

Point of information: J. Aragon announced both he and S. Miranda were representing Counseling. President Henes: Information was projected for the Senators to view how Faculty Council guideline verbiage has been update regarding faculty co-chairs appointments to many College Council sub committees is now Academic Senate President or designee.

The campus' current Administrative Procedure for faculty hiring to be revisited and revised. Reference made to recent hiring of temporary FT positions.

This academic year numerous Board Policies (BPs) and Administrative Procedures (APs) (approximately 36) will come through the Senate.

2. Secretary's Report: None

3. Treasurer's Report: S. Rose: A Treasurer's report will be presented at every Senate meeting. Current activity and balance information for both the Senate's PSFCU checking (\$4446.00) and savings (\$14,940) accounts were presented. Normally there are more expenses towards the end of the year such as the Senate Banquet, Scholarship Banquet, etc. A campus-wide campaign will soon be started to solicit more members' dues, which are getting lower due to retiring faculty donors.

H. Approve Consent Item C (Committee Appointments): Approve Executive Recommendations for all Positions

1. Hiring Committees

- a. Sharis Amirian (Counseling) to Curriculum Catalog Technician Hiring Committee
- b. Henry Saghians (Health Sciences) to EOP&S, CARE, NextUP Advisor Hiring Committee
- c. Israel Castro (Math and CS) to Locksmith Hiring Committee
- d. Raelynn Garcia (Math and CS) to Custodian Hiring Committee
- e. Lily Tran (Counseling) and Matt Henes (Math and CS) to Faculty Accreditation Coordinator Hiring Committee (reassigned time position)
- f. Sandra Vazquez-Celaya (Math and CS) to Center Coordinator, Student Equity Hiring Committee

MOTION made and seconded by L. Hintzman and L. Chaffee to approve Item H1, Item C.

VOTE: Motion carries unanimously.

2. Academic Senate Subcommittees

- a. Charlene Potter (ESL/Lang) to Equivalency Committee
- b. Derek Milne (Social Sciences) to Reassigned Time Committee
- c. Veronica Jaramillo (Chemistry) as chair of the Committee Support Committee
- d. Albert Shin (Social Sciences), David Machen (PCA), and Sergio Barron (BET) to Faculty Distance Education Committee

- e. James Patrick (PCA) and Barbara Kissel (Health Sciences) to Career and Technical Education Committee
- f. Genesis Montalvo (English) to Scholarship Committee
- g. Rob Lee (English) and Yolanda McKay (VAMS) to Reassigned Time Committee

MOTION made and seconded by L. Hintzman and seconded by J. Aragon to approve Item H2.

VOTE: Motion carries unanimously.

3. Campus-Wide Committees

- a. Manuel Perea (English) to Curriculum and Instruction Committee
- b. Matt Henes (Math and CS) as faculty co-chair of Calendar Standing Committee
- c. Matt Henes (Math and CS) as faculty co-chair of Facilities Standing Committee
- d. Matt Henes (Math and CS) as faculty co-chair of Strategic Planning Standing Committee
- e. College Council Subcommittees (next page)

3e. College Council Subcommittee Appointments

From Guidelines for the Pasadena City College – College Council

Article II. Standing Committees

Section 4: Membership, Vacancies and Terms of Service

Item 5) Selected representatives shall serve for period of one academic year and can be renewed annually by the constituent group they represent, by position, or by appointment of the Superintendent-President

1. Accreditation Standing Committee (ASC) a. R-Melissa Anderson (Natural Sciences)

- b. Tammy Knott-Silva (KHA)
- c. R-Shelagh Rose (Languages and ESL)
- d. Walter Butler (Library)

2. Budget and Resource Allocation Standing Committee (BRAC) a. R-Mark Whitworth (PCA)

3. Calendar Standing Committee a. R-Erlend Weydahl (Math and CS)

- b. R-Loknath Persaud (Languages and ESL)

4. Distance Education Standing Committee a. R-Albert Shin (Social Sciences)

- b. R-Rhea Presiado (Natural Sciences)

5. District Technology Standing Committee (DTC) a. R-Danielle Rapue (Library)

- b. Juan Leon (Math and CS)

6. Facilities Standing Committee (2-year terms) a. R-Eduardo Cairo (Social Sciences)

- b. R-Gita Endore (Noncredit)
- c. Silvia Talaoc (Math and CS)

7. Health and Safety Standing Committee a. R-Josh Fleming (PCA)

8. Institutional Effectiveness Committee (IEC) (2-year terms) a. R-Elizabeth Negy-Shadman (Natural Sciences)

- b. R-Beverly Dunbar (PCA)
- c. R-Carolina Lopez (English)
- d. R-Kimberly Shediak (BET)
- e. R-Jude Socrates (Math and CS)
- f. R-Terry Stoddard (KHA)
- g. R-Lauren Acker (Social Sciences)
- h. R-Xiu-Zhi Wu (Languages and ESL)
- i. R-Rhonda Williams (Noncredit)
- j. R-Myriam Altounji (Counseling)

9. Professional Development Standing Committee a. R-Roger Yang (Math and CS)
b. R-Susan Bower (Natural Sciences)
c. Azniv Mekhitarian (Social Sciences)

10. Strategic Planning Standing Committee a. R-Veronica Jaramillo (Natural Sciences)
b. R-Kimberly Shediak (BET)
c. R-Marina Gonzales (Counseling)

11. Student Success Standing Committee (SSSC) a. R-Margaret Boles (Math and CS)
b. R-Liliana Martinez-Kaufman (Noncredit)
c. Akilah Brown (English)
d. R-Myriam Altounji (Counseling)
e. Cristina Salazar-Romo (ESL)

MOTION made and seconded by K. Simon and R. Scott approving Item H3.

DISCUSSION

M. Henes: Positions with an “R” preceding the name indicates a “reappointment”. All those do not have “R”s are new appointments. If an adjunct faculty member wants to serve on College Council, this person would have to be appointed and there would need to be place in the College Council Roster for an adjunct faculty representative. Request made to ask College Council to consider adding adjunct faculty to the roster.

MOTION to extend discussion by five minutes made and seconded by J. Aragon and L. Hintzman.

VOTE: Motion carries unanimously.

VOTE ON MOTION FOR APPROVAL: Motion carries unanimously

I. EXECUTIVE COMMITTEE RECOMMENDATIONS

1. Appoint Veronica Jaramillo (Chemistry) as Vice President of the Academic Senate

MOTION made and seconded by B. Wilbur and L. Hintzman approving Item I1.

President Henes: Senate Bylaws reference requirements for filling Executive Committee vacancies.

There were no other recommendations received for these two positions.

VOTE: Motion carries unanimously.

Point of Information requested by B. Constantine about the use of “abstentions”.

President Henes: For the moment, he will continue with what has been done in the past with receiving abstentions. Robert’s Rules of Order indicates abstentions are not executive ordered. If the Senate body would like to identify abstentions he would take this under advisement to review.

I2. Appoint Gena Lopez as Secretary of the Academic Senate.

MOTION made and seconded by J. Aragon and L. Hintzman approving Item I2.

Discussion: President Henes noted that G. Lopez was an educational advisor here on campus for ten years in Counseling, is currently full-time faculty for eight years, coordinator and counselor of record for the Ujima Program and she teaches in the classroom. J. Aragon said Dr. Lopez is a PCC alum and runs a great program with Ujima and it is a pleasure and honor to nominate her for this position.

VOTE: Motion carries unanimously.

J. INFORMATION ITEMS

1. Voting Timeline for Revised Bylaws

In spring many changes were made to Bylaws. Proposed changes must be approved by a two-thirds vote from faculty who vote. If Bylaws 3.4 and 3.5 are approved the ballots will be sent out this week and the voting would close at 4PM on October 10th.

Articles 3.4 and 3.4 would conclude the entirety of the body of changes proposed by the Senate.

K. NEW BUSINESS

1. Approve Bylaws Articles 3.4 and 3.5

Presentation and review.

MOTION made and seconded by L. Hintzman and S. Miranda approving Item K1.

VOTE: Motion carries unanimously.

2. Blanket Approval of Conversion of Paper Forms to Web-Based Forms for all Senate Subcommittees.

MOTION made and seconded by M. Fortuna Dean and B. Wilbur approving Item K2.

Discussion:

President Henes: If the paper forms are converted to electronic forms, the Senate won't have to vote on them every time there is a revision. The intent of this item is not to change content, but to reflect what is currently on paper work into a web-based format. Content changes would be brought to the Senate. A committee would have the option to maintain the paper forms. T. Melnarik stated an amendment to reflect this would not be needed.

MOTION made and seconded by J. Aragon and L. Hintzman to extend discussion by five minutes.

VOTE: Motion carries unanimously.

3. Shared Governance Senate Representative Share-Out Form, 1st Read:

Review and discussion of the proposed Google Form (subject to change).

College Council subcommittee faculty representatives would be asked to communicate about important discussions or actions to the Senate through this form, which would be submitted to President Henes to keep the Executive Committee and the Senate Board informed.

MOTION made and second by S. Miranda and K. Simon approving Item K3.

AMENDMENT TO MOTION made and seconded by T. Melnarik and J. Fiebig to approve a change to the form by striking items 5 and 6.

MOTION discussion: President Henes: The Senate's Bylaws indicates this type of communication is expected behavior by Academic Senate representatives. L. Hintzman: Hesitant on striking item 6.

MOTION to extend discussion by 5 minutes made and seconded by D. Christensen and L. Chaffee.

VOTE: Motion carries. No: L. Hintzman, K. Simon, J. Aragon

VOTE ON AMENDMENT TO STRIKE ITEMS 5 and 6 Motion fails

Aye(7) V. Swaminathan; B. Gonzalez, T. Melnarik, R. Scott; J. Aragon, T. Alvarado, J. Fiebig, B. Pangan.
No: majority

MOTION TO POSTPONE Items 5 and 6 to the next Senate meeting made and seconded by L. Hintzman and J. Aragon.

Discussion: The motion to postpone takes precedence over the motion to approve.

X Leng proposed a description be provided as to how the form is to be used.

VOTE on MOTION to postpone Items 5 and 6 to the next Senate meeting: Motion carries by majority.

Opposed: E. Larson, Maria F. Dean and J. Fiebig and B. Wilbur.

K4: Committee name change: "Faculty Committee on Online Education" (from "Distance Education")

Thea Alvarado:

MOTION approving Item K4 and brought by the Committee (T. Alvarado) does not require a second.

VOTE: Motion carries unanimously.

L. ANNOUNCEMENTS:

Fall 2019 Change of Rank / Professor Emeritus Application Deadline:

October 16, 12PM. Send to Senate Office C227, Attn: Judy Benson

M. ADJOURN MEETING: Motion to adjourn made and seconded by Linda Hintzman and S. Miranda.