

Monday, February 24, 2020
Pasadena City College
Circadian
1570 E. Colorado Boulevard, Pasadena, CA 91106

President	Matt Henes
Vice President	Veronica Jaramillo
Secretary	Gena Lopez
Treasurer	Shelagh Rose
Parliamentarian	John Hanley
Adjunct Faculty	Beville Constantine (PCA)
Adjunct Faculty	Dwane Christensen (Math)
Adjunct Faculty	Gita Endore (CEC: Non Credit)
Adjunct Faculty	Gayane Gerome (Counseling)
Business, Engineering, Technology	Richard Allen Wendy Lucko Jeffrey Winter
CEC: Noncredit	Rhonda Williams Brian Pangan
Counseling	Sara Miranda Myriam Altounji [Alt]
DSPS	Rosemary Scott
English	Bryan Gonzalez Tim Melnarik Vanitha Swaminathan
Health Sciences	Blanca Rodriguez Paula Vento
Kinesiology	Terry Stoddard
Languages/ESL	Lindsey Ruiz
Library	Ken Simon
Mathematics & Computer Science	Lyman Chaffee Linda Hintzman Xiaodan Leng Juan Leon
Natural Sciences	Valerie Foster Bryan Wilbur Michael Vendrasco
Performing and Communication Arts	Maria Fortuna Dean Eric Larson

Social Sciences	Jennifer Fiebig Adora (Dorrie) Nuttal [Alt] Francis Nyong [Alt]
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Absent/Regrets

CEC: Noncredit	Brian Pangan
Counseling	James Aragon
Natural Sciences	Susan Bower
Social Sciences	Kathleen Dunn Patrick Rock
Visual Arts & Media Studies	Dave Cuatt Silvia Rigon

Guests

Superintendent/President	Erika Endrijonas
Assistant Supt/VP	Terry Giugni
Vice President, Student Services	Cynthia Olivo
Executive Director, Institutional Effectiveness & Planning	Crystal Kollross
Institutional Effectiveness	David Colley
Social Sciences	Eduardo A. Cairó Christopher West
PCCFA President	Mark Whitworth
Classified Senate President	Richshell Allen
Associated Students VP	Yarenni Reyes
Courier/Photographer	

A. CALL TO ORDER at 3:03PM

B. PLEDGE OF ALLEGIANCE led by R. Williams

C. PUBLIC COMMENT:

- Public Comment on Agenda Item L (Previously K) to be heard at the time this item is discussed.
- J. Fiegib: The Senators were encouraged “to get the word out” about the Vagina Monologues play Feb. 25, 12:30 PM and Feb. 26, 6PM.

D. APPROVAL OF DEC 2, 2019 MINUTES:

MOTION made and seconded by V. Jaramillo and S. Rose to strike the second paragraph on page 6 reading:

Clarification: This wording was a misquote and the request to strike came as a result of conversation between President Henes the FA President.

VOTE: Unanimous approval. Minutes approved by unanimous consent.

REQUEST TO REORDER AGENDA for Item J to proceed Item H received from President Henes because one of the presenters has a time constraint.

MOTION made and seconded approving the agenda reorder by B. Constantine and D. Christensen.

VOTE: Unanimous approval

E. SPECIAL GUEST: Superintendent-President Endrijonas

President Endrijonas said she was very proud and excited to be a “Vagina Monologues Warrior”.

Welcomed senators back to the spring semester. Her Jan 22nd campus email referenced various activities going on in and around the campus, including faculty hiring and the Educational Master Plan. The Facilities Master Plan will be presented in a few weeks and may possibly go forth with a bond which would be on the November 3rd ballot. The next accreditation comprehensive visit is scheduled Mar. 8-11, 2021. Dr. Ed Bush will be the chair.

Several new award ceremonies are created to recognize the “above and beyond” work done by classified, faculty, administrators, and 2) celebrating faculty achieving tenure.

Professional Development Day is scheduled for Thursday, March 12.

F. CONSTITUENCY REPORTS

1. PCCFA: Mark Whitworth: Negotiations are moving along. There has been agreement on a number of articles (including chairs, flex, Article 18, and adjunct rehire rights). Distance Education and some of the working condition issues are being worked out. They have exchanged economic proposals with the District. Negotiations to continue Feb 25th. The next general meeting to be held March 5th. They will have a Flex Day presentation on March 12 to review new parts of the contract. The two pending economic proposals are not far apart.

2. Adjunct Faculty Report: B. Constantine: Committee is looking forward to continuing its work from last year. Mr. Constantine thanked his dean and Facilities for their hard work with the painting and changing out the floors in various C-building classrooms. The work Facilities is being done across the campus is much appreciated by faculty and students.

3. Classified Senate: Richshell Allen: No report.

4. Associated Students VP of Academic Affairs:

Associated Students Vice President of Academic Affairs, Yarenni Reyes, introduced herself. She is working on and will follow-up with creating an event for interaction with the senators from every division. AS is having a club rush this week in the Quad, Feb 25-27 from 10am-1pm and 2pm-6pm.

G. ACADEMIC SENATE OFFICER’S REPORT

1. President’s Report: Matthew Henes

- D-building computer lab is open until midnight
- Opening is from interior to the campus not from the street.
- EEO certification—if certified since 2016, good until further notice
- Faculty Hiring—likely all 25 positions.
- PCC is hiring a Diversity Coordinator. (Senate supports this effort which speaks to commitment campus has for diversity).
- Superintendent/President will hold campus wide awards ceremony at end of year
- Sustainability Committee will be created (resurrected)
A subcommittee of CC exists on books and will be made its own college council committee. Will be a shared governance committee.
- Enrollment is up; headcount is down. Throughput in English and math is up; success rates are troubling
- Enrollment in English and math is down
- Into next phase of Aspen Awards. Top 10 to be announced in May
- 3 faculty members attended LA19—goal is to foster collaboration and curricular innovation between CTE/academic faculty
- FMP draft availability is imminent. 1st read at next Senate meeting
- Admin is refunding bonds—will save taxpayers \$11M
- PCC Moody’s rating increased (“despite small reserves”)
- New foster youth center and food pantry expected completion in May
- Food service contract with I8 is up in June.

2. Vice President’s Report: VP Jaramillo:

VP Jaramillo sends out numerous emails seeking faculty representation. The first who respond are generally placed on the committee. If more than required number of faculty respond, everyone is asked to write a description/paragraph about why they want to be on the committee. She will be meeting with HR to discuss developing a better process in providing faculty committee meeting times. Faculty email requests will be sent as a "bcc" in the future. Those interested in being on a committee may email VP Jaramillo. EEO training will be made available.

3. Secretary's Report: G. Lopez:

It's Black History Month. There will be a basketball game Tuesday, Feb 24th, 12PM: Hutto-Paterson Gym with Ujima Students vs Faculty and Staff. Senators were asked to come out to support the faculty.

4. Treasurer's Report: PSFCU Checking and Savings Balance Amounts

As of 12/04/19: Checking: \$4,254.69 + Savings: \$15,272.25 = Total \$19,526.94

As of 2/20/20: Checking: \$4,236.76 + Savings: \$15,997.20 = Total \$20,233.96

Savings difference reflects dues collected during the winter months.

H. UNFINISHED BUSINESS

Out of respect for Professor Bonilla's time, agenda was reordered at this point to address H. 1. c.

MOTION made and seconded by B. Constantine and S. Miranda to discuss dissolving the Shared Governance Committee. **VOTE:** Approved unanimously

1. Dissolving Academic Senate Subcommittees, 2nd read, V. Jaramillo (20 minutes)

c. **Shared Governance Committee, Chair M. Bonilla**

Chair M. Bonilla communicated with President Henes and to the Senate reasons why the committee did not meet last year and that the Committee's charge is to deal with all things under AB1725 and takes its direction from the Senate. Faculty hiring has been a key issue and the committee's presence is felt in shared within the shared governance process.

President Henes: The Equivalency Committee is looking at AP7211. Professor Bonilla said an Equivalency Committee member is to meet with the Shared Governance Committee. The Senate requested the Shared Governance Committee chair let the Senate know what it is doing.

From the Floor:

- The Committee's website is not up to date and its charge has been more ad hoc in nature.
- Clarification is needed about the committee's "overlap" with other shared governance processes.

MOTION: made and seconded by V. Foster and W. Lucko for the Shared Governance Committee to revise the charge of the Shared Governance Committee to a topic that the executive committee views as appropriate for a senate subcommittee and to more clearly communicate its focus.

VOTE: Motion carries unanimously.

The Shared Governance committee chair should reach out to the Executive Committee if needed to assist with its working on the revised charge.

H. a. Committee on Hiring Issues, no chair
b. Reassigned time Standing Committee, no chair

President Henes had emailed all the committee members listed. One response was received from a Reassigned Time Committee member supporting dissolving the committee. It would be appropriate to entertain a motion on H 1. a. and b.

Point of Information: In response to G. Endore the Equivalency, Educational Policies, Scholarship Committee are very useful. Later on this agenda the Senate will address that it does not receive much communication from many of its 20+ sub-committees about what they're doing and how they are serving the Senate.

MOTION to extend discussion by five minutes made and seconded by S. Rose and L. Chaffee.

VOTE: Approved by unanimous consent.

Point of Information: In response to L. Chaffee, the charge of the Hiring Issues Committee has not be publicized.

MOTION made and seconded by L. Hintzman to dissolve the Committee on Hiring Issues and Reassigned Time Standing Committee.

President Henes

- The Committee Support Committee is assigned to foster and facilitate communication between Senate sub-committee chairs and the Academic Senate Board.
- Wasn't sure if reassigned time falls under the auspices of shared governance and if there is an overlap.

VOTE: Motion carries. Abstain: T. Stoddard

H Standing Information Items

H 1. Guided Pathways Update: Myriam Altounji

Guided Pathways working group meetings have resumed with thirty faculty working through the winter intercession on the design and development of Event Week 4 to be introduced the campus at large to the Career Community Concept. Students will have activity engagement to learn about career communities.

Event Name: Explore Your Career Comunidad [advertisement to be sent out]

March 10 11:30am – 1:30pm QUAD

March 11 03:30pm – 5:30 pm QUAD

Save The Date: April 10th

Guided Pathways data symposium coming through the Abriendo Caminos Grant to look at various data sources accumulated across campus.

Over winter intersession Guided Pathways populated the Academic Program Maps into the software that will be posting all of them. There are 211 maps to date. There will be office hours with faculty from the different areas meeting with counselor leads for the career community to clean these up and fix any errors. They will be meeting out to everyone. Instructors who have revisions may contact M. Altounji to connect them with a counselor.

H2. Accreditation: Matt Henes

While attending the ASCCC Accreditation Institution President Henes received word that PCC's site visitation team will be headed by someone who has the support of his campus.

The Institutional Self Evaluation Report (ISER) is coming together:

Standard 2 is finished; the introduction will be reviewed at this week's Accreditation Standing Committee meeting, which will be presented on line for feedback; Standards 2 and 3 will be reviewed at a following meeting and Standards 1 and 4 are coming together.

ASCCC Guided Pathways Visual Presentation

- There are 4 Pillars in the state's Guided Pathways (5 pillars in how PCC implements GP)
- Standards 1 through 4 have been mapped as they show up in the accreditation documentation and overlay them with the four pillars of Guided Pathways.
- Guided Pathways work will be included in the Accreditation self-study.

J. APPROVE CONSENT ITEM C: Hiring Committee Appointments:

APPROVED BY UNANIMOUS CONSENT ITEMS 1, 2 and 3

- Nicholas Hatch (Nutrition) to DSP&S Accommodation Specialist hiring committee
 - Laura Godio (Languages and ESL), Nicholas Hatch (Natural Sciences), and Susan Bower (Natural Sciences) to Grounds Supervisor hiring committee
 - Marjorie Smith (English), Linda Hintzman (Math and CS), and Tracy Sachtjen (Social Sciences) to Director of Human Resources hiring committee
 - Ken Simon (Library), John Hanley (Natural Sciences), and Sergio Barron (BET) to Director of Marketing hiring committee
 - Valerie Foster (Natural Sciences) and Matt Henes (Math and CS) to Flex Coordinator hiring committee
- Academic Senate Subcommittees
 - John Davis (English) to Learning Assessment Committee
 - Salvador Diaz (BET) and Wendy Lucko (BET, alt) to Curriculum and Instruction Committee
 - Jonathan Ng (Counseling) to Educational Policies Committee
 - Shared Governance Committee
 - Alison Johnson (Personal Counseling) to Budget and Resource Allocation Committee
 - Approve Nicholas Hatch (Natural Sciences) as Flex Coordinator

K. Information Items

- Educational Master Plan: 2nd Read: C. Kollross
Handout: PCC's Progress on Updating the Educational Master Plan (EMP)
Power Point: Institutional Priorities, Goals and Strategies (Equity-Minded Learning Community; Academic Programs and Delivery; Campus Engagement and Environment; Customized Student Support and Completion).

Students are not encouraged to take classes (unnecessary units) that do not apply to their degree.

Guided Pathways provides students with guidance "up front" to be able to make more informed class choices. Having program maps available on their website will provide guidance so students select classes that apply to their degree or certificate.

In response to R. Williams, C. Kollross said she could look into adding Goal 1 (A, B and C) Completion into the overall arching goal and referencing high school diplomas under Goal 1.

Dave Colley: multiple stages of feedback have been incorporated into the EMP.

President Henes: Example given of an Academic Senate comment incorporated into the Draft.

The Strategic Planning Committee looked at comments from the Senate, Associated Students, CEC and Foothill campus.

In response to S. Miranda, and W. Lucko, C. Kollross said the Goal 3 wording mimics the language in the Vision for Success but can be revised different ways, such as “unit efficiency”.

Point of Information: L. Ruiz: The standard language should not be changed. C. Kollross said she was open to changing language in the spirit of student success.

MOTION to extend discussion by 10 minutes made and seconded by B. Gonzales and W. Lucko.

VOTE: Approved by unanimous consent.

D. Colley: The EMP goals are our local goals set for vision success. What we’re seeing is a recap of those goals.

B. Wilbur and L. Chaffee support leaving Goal 3 as is.

MOTION made and seconded by V. V. Foster and B. Wilbur to recommend approval of the Educational Master Plan to College Council with one change: to include High School Diplomas in Goal 1.

VOTE: Unanimously approved.

2. Calendar Update, T. Giugni and M. Henes (Gavel passed to V. Jaramillo)

Blue Handout: Arguments in support of the current calendar

Yellow Handout: Arguments in support of an earlier spring start date (that is, shifting winter intersession to summer)

The Calendar Committee has discussed various ways to achieve a goal put forth by administration, which is to have a spring end date of no later than June 1st. Some surveys have gone out to campus and have been met with mixed responses. President Henes recommended to President Endrijonas consider other options to achieve the goal of June 1st. Taking one week out of 16 has a much smaller impact than taking one week out of six for winter.

Options:

- No spring break
- Reduce main terms from 16 to 15 weeks
- Don’t dedicate an entire week for finals

One Faculty Recommended Option was to consider removing winter and having spring start in early January.

The administration rational to remove winter is on “yellow” handout.

Associated Students VP, Yarenni Reyes, personally supports keeping winter as is and to not remove spring break because students need a break to relax.

B. Wilbur: Supports removing winter intersession, move spring up, and offer two summer sessions. This would help students with obtaining jobs and internships which are “relative to a semester school calendar.”

R. Williams (NonCredit): Having winter intersessions allow a large number of their students to take advance of having a winter intersession. Supports having an 8-week session.

W Lucko: recommended having a trimester with three full semesters.

B. Constantine: An issue with Adjunct Faculty is that Los Angeles Community College District starts their spring one week earlier than Pasadena and teaching within the LACCD creates a need to make a lot of scheduling adjustments. Adj faculty would possibly support a 5-wk winter.

V. Foster: Our current schedule makes it difficult for PCC students to take classes at other campuses. This process should be streamlined.

S. Miranda: supports a shorter winter and spring to allow for an easier transfer.

B. Wilbur. Would like clarification from the Committee regarding Professor Miranda and Williams' comments. Two or three meetings ago it was asked, "If we move up spring semester and begin in January, his understanding was that once the semester is completed at the end of April/beginning of May, usually students can transfer these units like an intersession class and still take the winter intersession class and be done by mid-June.

M. Altounji. All 60 transferable units must be completed by the end of spring. It might be OK to have two summer sessions and no winter if students could adjust the schedules accordingly or figure out ways to offer more eight-week courses in the spring.

Handouts:

Blue Handout (Keeping Winter): "Arguments in support of current calendar"

- Student Completion and Scheduling
- Enrollment Trends

Yellow Handout (Moving Winter into Summer): "Arguments in support of an earlier spring start date (that is, shifting winter intersession to summer"

- Internship and other work opportunities
- Transcript Processing Time
- Misaligned schedules
- Attrition of Students from Fall to Spring in Years with and Without a Winter Intersession

MOTION TO EXTEND DISCUSSION FIVE MINUTES made and seconded by B. Constantine and W. Lucko.

VOTE: Unanimously approved

President Henes: Summarized handout data. There has been no attempt to conceal data. To date, there is no official opinion on winter because faculty haven't been asked or voted on it.

Comment: The numbers of students taking winter classes are significantly smaller than the number who enroll in spring.

PUBLIC COMMENT: E.A.Cairó

To make a decision, supportive data needs to be provided for the three administrative reasons arguments made on the yellow handout. Easier to hire additional part-time staff to ensure proper transcript processing than change winter. All faculty should have the data and a list of internship opportunities to have a better understanding of this process. What is capacity for staff time to create new internships? How are students to apply for internships if they have a job at the same time?

Removing winter would remove a winter enrollment opportunity for 12-15,000 students so 400 to 600+ Students could receive internships. Comparison data is needed for the number of students who have attended winter and the second summer.

MOTION to extend discussion by five minutes made and seconded by B. Wilbur and B. Gonzales.

VOTE: Unanimously approved.

President Henes: Referenced the yellow handout, third paragraph from the Career Center which reads: "... data does not yet exist for a situation that has not materialized." He is presenting the arguments that he has heard for and against the calendar change with the goal of having Senate representatives to meet with their constituents and come back so the Senate can inform its faculty representatives on the Calendar Committee to act under the will of the Senate.

B. Constantine: Data from the Institutional Effective survey that asked about ending spring break, shorten the main term, etc. overwhelmingly asks to not “kill spring break”, don’t shorten winter sessions, don’t take out finals week. Responses were from approximately 400-600 faculty and 3,000 students.

L. Chaffee: We do not have an equivalent for the fall.

W. Lucko: In Response: We do have the equivalent days off with the Thanksgiving holiday plus some others.

K. 3 Diversity in faculty hiring, C. West. Because the presenter had to leave this presentation will be added to a future agenda.

L. NEW BUSINESS (discussion and possible action)

1. Resolution 20.1 Academic Senate Subcommittee Chair Canvas Training, V. Jaramillo
This resolution used to be called Resolution 19.4. It gets a new number because we are now in 2020.
VP Jaramillo: The Committee on Supportive Committees put together an online course training for Senate Subcommittee chairs to go through this training prior to chairing their first meeting in the Spring 2020 semester. This training will teach the chairs how to post agendas, minutes and meeting information online.

MOTION made and seconded by L. Chaffee and L. Hintzman approving Resolution 20.1.

Point of Information: In response to L. Chaffee, all chairs will be added to the course to have access to training. Once this item is approved, all the chairs will be added onto the Canvas site.

President Henes: This resolution can be amended. Those resolved have to be solidified before any of the Whereas’ can be amended.

AMENDMENT moved and seconded by B. Gonzales and S. Miranda to replace “spring” with “fall” in the last sentence.

SECONDARY AMENDMENT made and seconded by L. Hintzman and B. Wilbur to amend the amendment to read “Resolved the Chairs would complete this training by the end of week eight of spring 2020.”

VOTE: Approved unanimously.

President Henes:

All in favor of amending the second **Resolved** with the secondary amendment.

VOTE: Unanimously carried

VP Jaramillo: For clarification, the committee chairs would be mandated to go through training.

MOTION made and seconded by L. Hintzman and seconded by T. Melnarik to hear from an individual not a member of the Senate.

- E.A.Cairó: add to the second **Whereas. ...”and identify all committees that fall under the Brown Act”**, because not all committees do.
- President Henes: All Academic Senate subcommittees fall under the Brown Act. This item does not reference College Council subcommittees.

VOTE: Unanimously approved.

PROPOSED FUTURE AGENDA ITEMS FROM SENATORS: NONE RECEIVED

L. ANNOUNCEMENTS: BHM: Ujima students vs Faculty Basketball Game 2/25 12PM

M. ADJOURN MEETING: 5:03PM **MOTION** made and seconded by L. Chaffee and/B. Gonzales.