

Monday, April 20, 2020

Revised 050420

Pasadena City College

Circadian

1570 E. Colorado Boulevard, Pasadena, CA 91106

Academic Senate

Invited Attendees: Zoom Conference

Public Viewing On You Tube: https://youtu.be/cMA_xpyT5M

| | |
|-----------------------------------|--|
| President | Matt Henes |
| Vice President | Veronica Jaramillo |
| Secretary | Gena Lopez |
| Treasurer | Shelagh Rose |
| Parliamentarian | John Hanley |
| Adjunct Faculty | Deandra Pearce (CEC: Non Credit) |
| Adjunct Faculty | Beville Constantine (PCA) |
| Adjunct Faculty | Dwane Christensen (Math) |
| Adjunct Faculty | Gayane Gerome (Counseling) |
| Business, Engineering, Technology | Richard Allen Wendy Lucko Jeffrey Winter |
| Counseling | James Aragon Sara Miranda |
| English | Bryan Gonzalez Vanitha Swaminathan |
| Kinesiology | Terry Stoddard |
| Languages/ESL | Lindsey Ruiz |
| Library | Ken Simon |
| Mathematics & Computer Science | Linda Hintzman Xiaodan Leng Juan Leon |
| Natural Sciences | Susan Bower Valerie Foster Bryan Wilbur Michael Vendrasco Russ Di Fiori [Alt] Katie Rodriguez |
| Performing and Communication Arts | Maria Fortuna Dean Eric Larson |
| Social Sciences | Eduardo A. Cairó Jennifer Fiebig Adora (Dorrie) Nuttal [Alt] |

Absent/Regrets

Adjunct Faculty
CEC: Noncredit

DSPS
English
Health Sciences

Mathematics & Computer Science

Visual Arts & Media Studies

Gita Endore (CEC: Non Credit)
Rhonda Williams
Brian Pangan
Rosemary Scott
Tim Melnarik
Blanca Rodriguez
Paula Vento
Lyman Chaffee
Juan Leon
Dave Cuatt
Silvia Rigon

Invited Guests

Assistant Supt./VP
Assistant Supt./VP
Dean, Counseling, Student Success
Services
Dean, Academic Affairs
Dean, Instructional Services
PCCFA
Associated Student, VP

Terry Giugni
Michael Bush
Armando Duran

Isela Ocegueda
Stephanie Fleming
Mark Whitworth
Yarenni Reyes

- A. CALL TO ORDER at 3:05pm
- B. PLEDGE OF ALLEGIANCE RECITED
- C. PUBLIC COMMENT:

PUBLIC COMMENT:

An email was sent From Alex Boekelheide: 4/8 12:48 pm to faculty for review and response.
President Henes requested Senators/faculty to please reply to this email.

D. APPROVAL OF APR 6 2020 MINUTES

Correction: W. Lucko was absent and not present. Without objection the minutes were approved by unanimous consent.

President Henes read the following:

In accordance with Executive Order N-29-20, dated 3/17/2020 and signed by Gov. Gavin Newsom, this meeting is being held via teleconference. Votes will be conducted via roll call. The public had the opportunity to submit public comments via email.

E. CONSTITUENCY REPORTS**1. PCCFA: Mark Whitworth**

Email has been sent to Ft/Adj faculty announcing the salary MOU has been signed for the current contract being negotiated. Other parts of contract being worked on involving working conditions, evaluations and Distance Education. When fully finalized the contract will be sent out for full ratification.
COVID19 issues: FA request stressed importance of urging our constituents to list to what is coming out from the District, PCCFA and the Senate and not to rumors.

FA will be setting up ZOOM Division meetings regarding contract issues affecting particular divisions.

2. Adjunct Faculty Report: B. Constantine thanked the FA and the negotiations team for their work on negotiating an increase for both full-time and adjunct faculty.

3. Classified Senate: No Report.

4. Associated Students Vice President of Academic Affairs. Y Reyes:

Associated Students are working on several social media videos to provide students words encouragement. Will be hosting a town hall with the Associated Students board to answer student question towards the end of April.

5. Administration / Management Association: Carlos Altamirano:

At its last meeting the Board of Trustees recognized the work of Don Eckmann and David Van Pelt, who are no longer with PCC. Newly appointed positions include: Robert Juardo, Director Technical Services, ITS and Dave Thomson, Facilities Grounds Supervisor.

Management Association is well supported and they are in turn supportive of faculty and staff.

F. ACADEMIC SENATE OFFICER'S REPORT

1. President's Report:

- Senate representative elections
- Trustees sworn in at last BoT meeting
- ASCCC DE Webinar last week
- PCCRemote emails
- Accreditation
- Faculty hiring
- Campus DE Committee report
- Thank you to FA and the district
- Guided Pathways:
- PCC FYE reaching out to prospective new students
- PCC App in demo phase
- Nearly 100 faculty have used PCC connect. Students receiving three or more nudges are being reached out to
- Students will soon be able to reach out using PCC Connect
- Academic maps are available on the website

2. Vice President's Report: VP Jaramillo:

- Many faculty have expressed an interest in hiring committee participation.
- The Assistant Director of IT needs two more faculty reps for a total of three needed on this committee. Faculty are encouraged to submit their request to serve on this committee.
- Happy 50th Anniversary of Earth Day.

3. Secretary's Report: None

4. Treasurer's Report: Combined Balance: for PSFCU Checking and Savings as of 042020: \$20,816.18

G. Information Items (discussion and possible action)

1. Discussion about current campus status

Invited guests: S. Fleming, T. Giugni, I. Ocegueda, A. Duran

Dean Duran: Counseling is doing all it can to serve students remotely using Cranium Café as the platform. Those with no technology access or having technology concerns have access to counseling appointments via phone (contact number to be posted by Dean Duran).

Dean Fleming: Instruction: Leads and Coaches: A contact list will soon be sent out within the divisions by the Deans. This announcement will reference adjunct faculty input.

Chair Model: An MOU has been signed between the district and FA to begin process of elections this term so this process can be started in the fall. Division deans will send out the election process guidelines, which will include a secret ballot process (to be developed) and due by May 15. There will be Professional Development support for the chairs.

PCC VERSION/@One Certification Training:

- Additional training classes have been opened up for registration.
- Dean Fleming may be contacted with questions such as registration reimbursement, salary advancement credit, etc.

Dr. Giugni:

The deans are working with faculty on finishing out spring and face-to-face classes.

Chancellor's Statewide Emergency Addendum: The spring addendum has been submitted. More rigorous addendums for summer and fall are due May 15 and July 15 respectively.

There will be future meetings and announcements (working with deans) on showing classes are working within DE versus correspondence education.

A new, streamlined, Form D has been developed by L. Tirapelle and S. Bober and is pending C & I approval for use during the reminder of PCC's emergency situation.

Spring Grading: Grading is a part of 10+1. Administration will be working closely with Senate (meeting scheduled this Wednesday) about ideas on moving forward in conversations about pass/no pass; EWs as opposed to W and DE courses approval (FORM D) and faculty certification deadline for fall with Chancellor's office is Dec. 20th.

Dean Ocegueda: PCC has ten centers offering remote student tutoring. There is ongoing conversation of imbedding tutors in English and Math classes.

2.Distance Education/remote learning requirements for summer and fall

Terry Giugni: Director Kollross has provided results from a faculty survey that included many success stories.

President Endrijonas has also received many success emails. He expressed his appreciation to faculty.

V. Jaramillo: A Plan A and Plan B is needed regarding which classes will be online or in person for summer /fall.

Dr. Giugni stated he is reaching out to local community colleges about face-to-face instruction and will provide a response to faculty as soon as possible

President Henes: Thanked those in attendance for their information item presentations and to the team working on the updated Emergency DE form. Faculty are asked to wait for the new, streamline Form D which will be required for any class to be offered in summer or fall in a remote learning capacity.

He and other C & I Committee members attended a CCC webinar regarding DE certification. The Chancellor's office is allowing PCC instructors to teach DE before the December 30th course/certification deadline. The C & I Committee will be voting on a new addendum regarding De certification for those teaching in summer and fall. There are descriptors of how faculty will be serving students.

H. Approve Consent Item C (Committee Appointments): Executive Committee Recommendations for all Positions
Names shown approved by unanimous consent.

1. Hiring Committees
 - a. Marjorie Smith, Mikage Kuroki, and Rob Lee (English) to English Dean hiring committee
 - b. Barbara Kissel (Health Sciences) to Assistant Director of Technical Services hiring committee
2. Academic Senate Subcommittees
 - a. NONE
3. Shared Governance Committee
 - a. NONE

I...NEW BUSINESS (discussion and possible action)

1. Director of Football Operations hiring committee selection

The Senators received via email this date the volunteer statements for this position.

- James Aragon asked for his name to be withdrawn for consideration. President Henes accepted this request.

Three faculty are needed to staff this Committee and there are more than three volunteers.

MOTION made and seconded by J. Aragon and L. Hintzman to approve the top three volunteers via a Google Form poll.

ROLL CALL VOTE unanimously approved T. Stoddard; I. Egbunike and M. Tantlinger.

2. Equivalency Approval Process, 1st read, S. Ling

Changes made to previous first read have required another first read (this date)

Presenter: S. Ling stated the Equivalency Committee unanimously approved the following changes:

AP7210: Simply references 7211. Reference to equivalency approval would be eliminated from 7210.

AP7211: Committee vote would go from requiring a unanimous 6 votes to a 6 out of 7 votes. Seven votes would be 3 FT equivalency members, 2 FT members from discipline, discipline div dean and permanent dean assigned to committee by President/Superintendent.

7211.1 adds a new line on application approval form.

- a. AP 7210 Academic Employees
- b. AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies
- c. AP 7211.1 Equivalency Determination Form

MOTION 1 to approve AP 7210 made and seconded by L. Ruiz and S. Miranda.

Discussion and clarification about Dean of Equivalency position and faculty voting numbers.

MOTION 2 to postpone this item to next Senate meeting made and seconded by E.A.Cairó and T. Stoddard.

Discussion:

To avoid confusion, it was recommended that Senators send their comments and the You Tube Video Link to their division faculty.

VOTE on MOTION 2: Approved by majority vote.

3..Resolution 20.2 Quality of Instruction via Remote Learning

MOTION to extend discussion for another 20-30 minutes made and seconded by J. Aragon and W. Lucko.

Discussion:

The resolution was presented by President Henes along with clarification of its wording. It is relevant to next eight weeks of instruction. It articulates expected optimal, acceptable and not acceptable behaviors from faculty members.

MOTION to approve resolution made and second by K. Simon and B. Wilbur.

MOTION to suspend Robert's Rules regarding amendments made and seconded by E.A.Cairó and T. Stoddard.

VOTE: Motion approved by unanimous consent without opposition.

In full transparency, President Henes stated support for this resolution is not coming from the entire Senate Executive Committee. The resolution is editable and he can respond in the moment. Comments were received and noted.

VP Jaramillo expressed concern that the resolution pointed fingers at faculty. She stated that sometimes describing the way content should be taught is breaking into academic freedom. Administration should continue to provide professional learning and support to faculty.

Senate Input Included:

- Other venues can be used beside having synchronous class meetings.
- Noted that “teachers teach the classes”. Request to add wording “minimal” in reference to delivery of content and remove word “satisfactory.”
- There have been technical issues.
- The resolution does not imply that students be in class synchronously every time. Many benefit for discussion that ensues in a synchronous meeting.
- There could be stronger PD support.
- Faculty are the bright spots and can take responsibility for adjusting with new formats.
- To include a paragraph defining remote learning along with a sunset process.
- Include more generic terms in referencing Confer Zoom or Canvas in case of future name change.
- There are students with internet challenges and have no internet.
- Faculty need access to adequate equipment/furniture accommodations.
- Need clarification about what is expected for optimal teaching.
- Is Canvas going to be open to administration and how will information be gathered.
- Help is needed for faculty that are struggling.
- What is the measurable outcome?
- We should be working towards tomorrow and reaching out to faculty today.
- Concern received about possibility of someone “dropping into” an instructor’s class without notice.
- Suggestion received from W. Lucko and Vanitha Swaminathan to send out the revised resolution for review/feedback

In Response:

- Intent is not to denigrate efforts of faculty but to understand the concerns about students being left out. Wording about DE is articulated and also for students unable to attend.
- This is an instructional issue on reaching out to faculty needing additional support and are struggling and to find out how to best provide tools for support and instruction. There are multiple sources of information to reference in regards to this discussion. Eighty percent of student feedback say their teachers have made an effort.
- President Henes will see if he can forward the referenced faculty survey.
- He will send out a revised resolution to the Senators.

J...PROPOSED FUTURE AGENDA ITEMS: None

K.....ANNOUNCEMENTS: None

L.....MEETING ADJOURNED: 5.58PM