

**Monday, September 14, 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	Gita Endore (CEC: Non-Credit)
Adjunct Faculty	Gayane Gerome (Counseling)
Adjunct Faculty	Deandra Pearce (CEC)
Business, Engineering Technology	Richard Allen Jeffrey Winter Mark Keene
Counseling	Taleen Seropian Armia Walker
English	Tim Melnarik Vanitha Swaminathan
Health Sciences	Blanca Rodriguez
Kinesiology	Terry Stoddard
Languages/ESL	Lindsey Ruiz
Library	Ken Simon
Mathematics & Computer Science	Israel Castro Lyman Chaffee Donna Nordstrom
Natural Sciences	Susan Bower Valerie Foster Michael Vendrasco Bryan Wilbur Michael Vendrasco
Performing and	Eric Larson

Communication Arts

Social Sciences

Eduardo A. Cairó  
Jennifer Fiebig  
Anthony Francoso

Visual Arts & Silvia Rigon  
Media Studies

### **Absent/Regrets**

CEC: Noncredit

Brian Pangan

Health Sciences

Paula Vento

Languages/ESL

Jennifer Garson

Mathematics & Computer

Juan Leon

Science

Natural Sciences

Katie Rodriguez

### **Guests**

Assistant Supt/VP/Instruction

Dr. Terry Giugni

Associate VP/ITS

Candace Jones

Management Association

Carlos Altamirano

Classified Senate President

Ernesto Partida

Associated Students

Christina Zhang

VP of Academic Affairs

Land Acknowledgement: Pasadena City College is located on land of the Native Nation of the Hahamonga Tribe.

Pursuant to Executive Order N-29-20, dated on March 17, 2020 and signed by Gov. Gavin Newsom, we are modifying the way that the public will participate in Academic Senate meetings during the Spring 2020 semester. As part of its response to the ongoing coronavirus outbreak, the Academic Senate provides members of the general public the opportunity to make comment on agenda items or items not on the agenda. Public comment can be submitted via email to [mthenes@pasadena.edu](mailto:mthenes@pasadena.edu), and submissions will be read aloud in their entirety at the public meeting. Such submissions must be received prior to the start of the board meeting. The guidelines for the time and quantity of public comment remain in effect.

A...CALL TO ORDER at 3:02 pm

B. PLEDGE OF ALLEGIANCE led by M. Henes.

C. PUBLIC COMMENT:

In response to B. Constantine, President Henes said the topic of suspending Pledge of Allegiance is on today's agenda.

D. APPROVAL OF AUGUST 31, 2020 MINUTES: Approved by unanimous consent.

#### F. CONSTITUENCY REPORTS

- **PCCFA:** Unanimous consent to table until M. Whitworth is present to present. No report was given

- **Adjunct Faculty Report**

B. Constantine Attended the FA meeting last Friday. There was an Adjunct Faculty Issues Committee meeting this date. Requested that the deans update their seniority lists semester by semester. Adjunct faculty concerns have been received stating the forms to request extra office hours had not been received. Adjunct faculty will continue to work with administration and the Senate on behalf of adjunct faculty to be granted a health insurance option.

In response to President Henes, there were no objections to Senators being able to address constituency report-out information.

- **Classified Senate**

Classified Senate President Ernesto Partida. USC has partnered with our campus for an Equity Leadership Alliance of California Community Colleges. Classified Senate excited to see what this means for our campus and what it does to address racial inequities as discussed at our Professional Development Day and in the resolution passed by last year's Academic Senate, in support of Black Lives Matter.

- **Associated Students**

Christina Zhang, AS VP of Academic Affairs

There are a few vacant AS Board positions to be filled Virtual club rush was successful. Plans for Constitution Day will be this Friday 9/18. There will be a community session and review of fundamental amendments.

AS Student recruit applications will be released this week to fill open seats on their executive committee.

- **Administration/ Management Association:**

Carlos (Tito) Altamirano: There is ongoing planning and preparation for when staff return to campus and student support. All staff are encouraged to contact the Association with requests.

#### F. STANDING INFORMATION ITEMS

1. Guided Pathways: S. Rose. Screen presentation entitled Career Communities: Social Justice Conference. Date: 9/15 – 9/17. It is an effort to provide students with the career information they need to make an informed choice and to provide the support they need to achieve their academic goals.

2. Because Black Lives Matter, M. Henes: A request has been received for this item to be made an agenda item. Discussion and sharing of information requests will be ongoing.

Administrative response to BLM

- USC Equity Alliance—sending 60 employees, including 30 faculty
- Task Force formed to review campus police manual
- Sponsoring 15—200 employees to attend the A2MEND webinar on 9/26
- Looking at language to replace “achievement gap” with “obligation gap.” Still want parity in outcomes but this puts the obligation on the college, not the students
- Reading circles for managers
- Executive Committee will include BLM actions on an agenda at the end of each month
- Student Services now has a Black Student Services Council to identify needs to strengthen services for Black students
- Facilities Standing Committee working on establishing a Black Student Success center
- Dean Cobb is studying a program to support Black women
- Talking to lobbyist to get a budget line item for funding a Black Student Success Center (like there exist for the pantry and undocumented students)
- Partnership between PCC NW (Muir) and Clark Atlanta University, a HBCU, to develop a bachelor’s completion program

Classified response to BLM

- Engaging in dialogues, post-PD day. Dialogues are around different needs and roles classified colleagues have
- Working with Dr. Jason Robinson to develop more PD
- Engaging in USC Equity Alliance partnership

B. Constantine presented the question of why African American population is very low at PCC (3.8%). President Henes added this is a problem and needs to be explored. Questions about this subject, possible solutions, black student campus populations percentages on other community campuses, may be forwarded to President Henes.

Senators were asked to find out what is going on in their areas and to be able to share out at next Senate meeting.

Announcement: PCC’s Virtual Black Student Success Center will open next week.

#### G. INFORMATION ITEMS

1. Technology Master Plan: Committee Co-Chairs: C. Jones and J. Winter

The Master Plan will support the District’s mission and Educational Master Plan will be made ready for accreditation review. Our current plan ends 12.31.20.

Technology Master Plan Kick Off:

- Initial Steps
  - High-Level Timeline: Summer 2020; Fall 2020; Dec 2020; Jan. – Mar 2021
  - Feedback Process
- We are asking for faculty input.

- Questions?

Senate representatives and alternates were asked to send President Henes emails indicating their willingness to participate in a focus group session. Their constituents could be asked to also participate. This information would be forwarded to C. Jones.

Time Commitment would be approximately two focus group sessions, 3 hours total.

#### H. INFORMATION ITEM

1. Spring Status: At the Senate's 083120 meeting, Dr. Endrijonas and President Henes noted that Winter is primarily online. There was no announcement on spring. Last week Chancellor Oakley sent a letter to all California CC's to announce that spring will be primarily online. He is encouraging campuses to decide and announce quickly that spring will be primarily online. Glendale CC has announced they will be online for spring. An announcement from PCC's Executive Committee is anticipated this week. President Henes would like Senators to submit their thoughts and concerns. Senator Stoddard strongly emphasized that a broad stroke is not appropriate for various areas on campus or even within athletics.

L. Chaffee said it would be nice during the spring to allow faculty more physical access to campus—classrooms and offices.

C. Zhang: PCC could develop better ways to access wi fi other than how it is currently received in the current Wi-Fi lot.

President Henes said he will do his best to represent the division voices and may be contacted as a resource for input for faculty to relay and demonstrate what could be done.

T. Stoddard expressed concern for a safe return to and health equity of all to campus. Athletic competitions are different than a movement-based activity.

President Henes: College Administration is subject to LA County Dept of Health. We can only bring students to campus/programs where jobs are considered to be essential.

**MOTION** made and seconded by T. Stoddard and B. Wilbur to extend discussion five min.

**VOTE:** Approved by unanimous consent.

President Henes: Once decision is made about spring it's unlikely that it would be changed.

T. Giugni: For scheduling, is easier to go from face-to-face to on-line than the reverse.

T. Seropian: Workspace logistics and distancing protocols are needed for counselors and librarians.

E. Larson: Safety and health is a number 1 priority.  
safety/health is a #1 priority.

B. Wilbur referenced an LA times article that referenced depression as a health factor.

President Henes will relay today's comments to President Endrijonas and thanked the Senators for their input.

#### I. UNFINISHED BUSINESS

- a. BP 3720 Computer and Network Use, 2<sup>nd</sup> read.
- b. AP 3721 Electronic Communications, 2<sup>nd</sup> read.

President Henes stated this is not a 10+1 issue and referenced his impetus for wanting to take action to address the reply-alls and fallout to a previous email of concern sent to faculty and has nothing to do with the original/initial emails.

Candace Jones expressed her appreciation for the Senate's input. Stated email is an administrative system in place to support the business of the college. There are appropriate tools to facilitate the need to explore technical options and solutions to put in place for an unmoderated forum for discussion.

Focus Question: Under the proposed AP, anyone at PCC cannot send a message to all of PCC on any topic at any time. Intent is to keep messages aligned with the mission and work of the institution.

**MOTION** made by J. Winter and seconded by L. Ruiz for discussion to adopt BP 3720 and AP 3721.

C. Jones responded to G. Lopez's concerns about having to send campus-wide emails through other layers, including the Chief Diversity Equity and Inclusion Office, for review and discussion.

**MOTION** to extend discussion five minutes made and seconded by L. Ruiz and G. Lopez.

**VOTE:** approved by unanimous consent.

Further concern received about clarity of sending out mass emails.

President Henes stated another resource to send out mass emails would be through A. Boekelheide.

C. Jones stated authorizing office would meet AP standards.

**MOTION** to extend discussion five minutes made and seconded by G. Lopez and B. Constantine.

**VOTE:** Approved by unanimous consent.

In response to further concerns, C. Jones stated there are alternative ways to have discussions. President Henes said a canvas shell for discussion could be created.

A. Walker: Bringing light to what is happening to marginalized students and staff shines a light about what has happened.

**CALL FOR VOTE** made by President Henes to approve BP3720 and AP 3721.

**ROLL-CALL VOTE:** Motion Fails. Aye: M. Keene, J. Winter. Abstain: R. Allen, G. Endore, D. Nordstrom, B. Rodriguez, L. Ruiz, A. Walker.

J. Amend previously adopted minutes June 1, 2020

Minutes were double-checked by B. Wilbur who checked meeting. M. Henes referenced the 2021-2022 calendar. Amended minutes read show that M. Henes stated that "January 10 will be the start date for spring 2022."

**MOTION** made and seconded by B. Wilbur and G. Endore to approve the corrected minutes.

**VOTE:** Approve by unanimous consent.

K. Approve consent Item C (Appointments): Executive Committee Recommendations for all Positions

**MOTION** made and seconded by L. Chaffee and G. Endore to strike K1.b

**VOTE:** Approved by unanimous consent.

**MOTION** made and seconded by L. Chaffee and K. Simon approving K1-2.

**VOTE:** Approved by unanimous consent.

1. Academic Senate Subcommittees

a. Stephanie Marshall (BET) to Faculty Development Committee

c. Amy Tahani-Bidmeshski and Elizabeth Williams (English) (alternates) to Curriculum and Instruction Committee

d. Douglas Ayala and Mark Keene (BET) to Career and Technical Education Committee

e. Giselle Miralles (English) to Safe Learning Environment Committee

2. Shared Governance Committees

a. Jessica Blickley (Natural Sciences) to OER Committee

b. Mark Sakata (DSP&S) to district Distance Education Committee

3. Manager Evaluations

President Henes apologized for late notice and thanked faculty for their response.

The AP was not previously followed regarding evaluations. President Henes was able to request that AP 7150 be followed regarding the Academic Senate supplying names of faculty to evaluate academic managers. This is first time this process has occurred under the current Superintendent/President. College administration honored Senate President's request to follow the AP. Terry Stoddard stated we shouldn't have to pass a resolution to follow rules. BoT has mandated this process be followed once every three years and it hasn't been. M. Henes indicated that the BoT doesn't approve APs.

T. Giugni: we're not following AP now because 8 names need to be provided for only 1/3 of administrators; and these evaluations must be done by end of fall. Important part is that faculty input is being allowed with administrators.

**MOTION** to approve made and seconded by V. Jaramillo and T. Stoddard approving 140+ names provided.

**VOTE:** Unanimously approved.

President Henes' deadline is tomorrow. No objections received to President Henes approving any additional evaluators asking for approval.

I. NEW BUSINESS

1. Accreditation Institution Self-Evaluation Report (ISER)<sup>1st</sup> Read

Presenter: Thea Alvarado

- Why is accreditation Important

- PCC ISER Timeline (History and Background).
- Accreditation Standing Committee (responsible for all aspects of the accreditation process at PCC).
- Accreditation and the ISER
- Thank you to the Academic Senate!
- The Standards
- Quality Focused Essay (QFE)
- QFE Topics
- What to Think about when reviewing the ISER
- Timeline for ISER (Approval/Sign-Off certification wording)
- The Site Visit
- PCC Accreditation Reference Guide

It was noted by President Henes that Trustee B. Brown has reviewed this document and is very supportive of it

T. Alvarado: This document addresses Accreditation thoroughly.

In response to T. Seropian, sign-off is required by a the Classified Senate, the Academic Senate, and the Superintendent/President.

L. Chaffee: Thanked everyone who has worked on this “mega” effort.

2. Academic Senate goals 2020-2021 were presented.

- Focus on students
- Increase knowledge about how Student Services supports our students
- Explore how we can overcome PCC’s poor reputation among the Black community with a goal of increasing our African American student population.
- Incorporate Social Justice into our course and institutional-level SLOs.
- Increase information sharing with campus and Academic Senate committees

Goals need to be amended/ratified before work begins on the strategies.

Need to amend/ratify goals then work on strategies.

D. Nordstrom. Wording needs to be clear.

This item be on next agenda in two weeks.

3. Academic Senate Recitation of Pledge of Allegiance, M. Henes.

Concern about this the Senate having to recite the Pledge of Allegiance was presented at its last meeting by B. Constantine. He stated he has nothing against the U.S. and loves the military. Words are powerful and he doesn’t see justice and liberty for all here in the U.S. and asked to hear from fellow senators.

President Henes thanked B. Constantine for his openness and bringing this item up.

L. Chaffee: Saying a pledge of allegiance is not germane to the campus’ mission.

D. Nordstrom: Appreciates both comments and feels saying the pledge is showing that she is seeking and working towards justice for all.



A. Francoso: This is an archaic process and forces pledge to our own oppression and systemic forms of violence. Maybe we can come up with pledge that is not vested in white supremacist nostalgia.

**MOTION** made and seconded by L. Ruiz and L. Chaffee to extend discussion five minutes.

B. Wilbur: As long as the pledge exists, one has the right to not say it or stand up.

L. Ruiz: Feels this is a perfect symbol of changing our system regardless of discomfort to make our environment more comfortable and to honor the request.

G. Endore expressed support of the motion.

**MOTION** made and seconded by B. Constantine and G. Endore to suspend the the recitation of the pledge of allegiance during Academic Senate meetings.

**ROLL CALL VOTE:** Unanimous approval.

#### M. ACADEMIC SENATE OFFICERS' REPORTS

##### 1. President

- The grading process will probably be revisited in the spring.
- A technology survey will probably be forthcoming soon.

**MEETING ADJOURNED: 5:45pm**