

Monday, October 26, 2020

Pasadena City College

Zoom

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	Zeudi Bernardo (KHA)
Adjunct Faculty	Deandra Pearce (BET)
Business, Engineering, Technology	Jeffrey Winter Mark Keene Jeff Bajah [Alt]
CEC: Non Credit	Blanca Hendandez-Henderson
Counseling	Taleen Seropian Armia Walker
DSP&S/Personal Counseling	Carmen Stephens
English	Tim Melnarik Vanitha Swaminathan
Health Sciences	Blanca Rodriguez Paula Vento
Kinesiology	Terry Stoddard
Languages/ESL	Lindsey Ruiz Jennifer Garson
Library	Ken Simon
Mathematics & Computer Science	Israel Castro Juan Leon Donna Nordstrom
Natural Sciences	Susan Bower Valerie Foster Bryan Wilbur Michael Vendrasco
Performing and Communication Arts	Eric Larson Kyle Luck

Social Sciences	Eduardo A. Cairó Jennifer Fiebig Anthony Francoso
Visual Arts & Media Studies	Silvia Rigon

Absent/Regrets

Business, Engineering, Technology	Richard Allen
Mathematics & Computer Science	Lyman Chaffee

Guests

Assistant Supt/VP/Instruction	Dr. Terry Giugni
Assistant Supt/VP/Student Services	Dr. Cynthia Olivo
Executive Dir., Inst. Effectiveness	Crystal Kollross
Accreditation Standing Committee	Thea Alvarado
Co-Chair	
Management Association	Carlos Altamirano
Classified Senate President	Ernesto Partida
PCCFA President	Mark Whitworth
Associated Students VP	Christina Zhang

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, 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 3:04 PM

B. LAND ACKNOWLEDGMENT and acknowledgment the urgency of Now and the Black Lives Matter movement and our Armenian community who are hurting from devastation within their home country.

C. PUBLIC COMMENT:

Taleen Seropian (PCC Counselor and descendant of 3 Armenian survivors of the Armenian Genocide) shared a passionate and informative commentary regarding the current military, social and political attacks upon the Armenian and independent region of Artsakh by Azerbaijan. There has been a long-standing, intergenerational effect upon the Armenian community as a result of ongoing Genocide within Armenia. The Pasadena Community is home to many Armenian residents, students and businesses. The Board of Trustees recently passed a resolution expressing solidarity with the people of Armenia. Support has been extended by Dr. Endrijonas. Armenia seeks peace and an end to these attacks and a continuation of mass ethnic cleansing. Senators were asked to lend an ear of understanding and reach out towards the Armenian staff and students. The Senate was thanked for receiving her Public Comment.

Moment of Silence lead by President Henes who echoed the need to reach out to our students and colleagues. Sherece Amirian and Taleen Seropian may be reached out to if there is a need to talk.

D. APPROVAL OF MINUTES: October 12, 2020 minutes were approved by unanimous consent.

E. CONSTITUENCY REPORTS

1. PCCFA: M. Whitworth:

- T. Seropian was thanked for her Public Comment.
- The PCCFA contract approved by faculty overwhelmingly and has received final Board approval. This contract will be in effect through the end of June 2022.
- Faculty are not being allowed to evaluate the administrators. The FA has been inundated with division communications regarding this.

2. Adjunct Faculty Report: B. Constantine:

- T. Seropian thanked for her Public Comment.
- PCC's African diaspora extends its support of the Armenian community during this time and will reach out to assist students during this difficult period.
- PCCFA was thanked for last Friday's informative meeting and it is hoped they will consider a request to provide four designated spots for adjunct faculty representation within its next election cycle. There is currently one adjunct representative and eight full-time representatives.
- The Senate and Senators were thanked for receiving adjunct input, especially about health options needed for adjunct faculty.

3. Classified Senate President Ernesto Partida

- T. Seropian thanked for her public comment.
- QFE #1 approved at its last meeting.
- A virtual general meeting will be held for all classified staff on October 30.

4. Associated Students. Christina Zhang, AS VP of Academic Affairs:

- T. Seropian was thanked for her Public Comment.
- AS has collaborated with Health and Wellness to raise awareness regarding domestic violence.
- AS resolution as passed in support of Proposition 16.
- Working on a 100% AS Board voting pledge video to encourage students, faculty and staff to get out the vote.

5. Administration/ Management Association: Carlos (Tito) Altamirano:

- T. Seropian thanked for her Public Comment.
- Support is ongoing to ensure spaces for campus discussion and reflection.
- Dr. Cobb and staff have held many Student, Staff and Faculty mixers.
- Dr. Michaela Mares-Tamayo led a team to host the Abriendo Caminos to Excellence: PCC Latina/o/x Students Data Symposium that focused on exploring rich data the college had collected.
- Dr. Endrijonas encouraged staff and faculty to register for and attend the various workshops led by A2MEND by paying for the registration of those workshops.
- Dr. Endrijonas has shifted the monthly manager meetings to encourage focus on having productive conversations among each other and with staff about race and resulting in taking action.
- New PCC Hires: Dr. Kari Bolen: Chief Diversity, Equity and Inclusion Officer
Will Syms: Interim Division Dean -- Foothill Campus

F. ACADEMIC SENATE OFFICERS' REPORTS:

1. President: M. Henes

- The ISER needs A COVID-19 addendum
- Save-The-Month Request for all to attend the one-hour Accreditation Team virtual forum in March 2021.
- As they become available, A2MEND webinar recordings will be made available; the next two webinars will be free.

MOTION made and seconded by T. Stoddard and S. Rose to add Grading Policy discussion as Item J under Unfinished Business.

VOTE: Approved by unanimous consent.

2. Vice-President V. Jaramillo: No report.

3. Secretary G. Lopez: No report.

4. Treasurer: S. Rose: Treasurer's Report:

- Total Balances:
- As of October 6: \$20,973.96
- As of Oct. 20: \$20887.30 with a reduction of \$80.66.
- Reductions in the checking account represent Senate reading circle reimbursements this month and last month.

G. Committee Share-Outs: Provided by President Henes

1. Campus-wide committees
 - College Council
 - Facilities Standing Committee
 - Institutional Effectiveness Committee
 - Strategic Planning

2. Academic Senate Subcommittees: No Reports.

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

1. Academic Senate Subcommittees
 - a. None
2. Shared Governance Committees
 - a. Michael Vendrasco (Natural Sciences) to Calendar Standing Committee
Approved by unanimous consent with no objections.

3. Hiring Committee
 - a. None

I. Standing Information Items

1. Guided Pathways, M. Altounji

Updates provided:

Career community website revisions to be finalized soon.

Career Community Faculty Lead, S. Rose, is coordinating with Freeman Center Faculty and Staff on creating a faculty Canvas course to support students career exploration and development.

Guided Pathways Working Group action items

Pending workouts to be provided on applied grants

Winter Registration starts Friday

- Virtual Support Center coordinates with Financial Aid and Admissions
- Encouraged Senates to notify their students about this support.

Transfer application deadline date(s)

President Henes: The Senate has a new email: Academic Senate @Pasadena.edu, from which future documents may be sent from.

2. Because Black Lives Matter; Student Equity Plan, M. Henes, S. Rose

A Student Equity Plan was presented at last Senate meeting by S. Rose and was brought back today for ideas on implementation.

- Desire to include the Senate within the Student Equity Plan process, President Henes asked for volunteers to work with one or more of the eight Student Equity Plan strategies [C.1.a; C.1.d; C.2.a; C.2.c; C.2.d; C.3.c.; C.4.a.; C.4.e.]

Student Equity Subpoint Volunteers Who Are Expressing an Interest.

C.1.a.

C.1.d. M. Altounji, G. Jerome

C.2.a. L. Ruiz, K. Simon, S. Bower

C.2.c. T. Stoddard, L. Ruiz, Z. Bernardo

C.2.d. M. Vendrasco

C.3.c. G. Lopez

C.4.a. L. Ruiz, Z. Bernardo

C.4.e.

Pending: A more formalized connect form.

Emails may be sent to President Henes, Professor Rose or Professor Altounji regarding suggestions and additional information (overlap, etc.)

J. UNFINISHED BUSINESS

1. **Letter from TABE** officially presented by President Henes to Academic Senators expressing its appreciation for Senate's willingness and flexibility to ensure that the VP of Instruction hiring committee was more inclusive and racially diverse.

2. **Academic Calendar Update**

2021-2022 Calendar approved by Board of Trustees: at Wednesday's Board meeting. Does not feature winter term.

2022-2023 calendar has same format with slight differences and will be officially presented to Senate.

The Senate's voice is through 4 representatives on the Calendar Standing Committee.

The calendar is not a 10+1 item.

The Board of Trustees was aware of the desire to keep winter.

2023-2024 Same format. Will be commended to College Council.

Calendar committee has recommended 3 calendars in row ending in 2024 that feature no winter.

First one approved by Board of Trustees and second two to be presented to College Council.

Senate Voice: The Senate voted 16-12 in favor of winter for 2021-2022. The faculty has members on both the Calendar Committee and College Council.

This calendar process is part of collegial consultation and is not a 10+1 item.

Grading Policy:

This is a 10+1 Item

Recap provide and additional considerations not known at last meeting.

No language that says the UCs and USCs will continue to honor Pass/No Pass

or that Financial Aid system will not harm students if grades are converted to EW

President Henes:

- Not sure that what was done in spring would continue not to hurt students.
- Negative consequences may outweigh benefits.
- Would like to reopen a brief discussion of where Senators would like things to go based on current information.

- S. Bower: restated the need for compassion of students but not at expense of approving something that could potentially harm them.

MOTION to extend discussion five minutes. B. Wilbur and S. bower

VOTE: Approved by unanimous consent.

- Unlike last semester, students now know what is expected.
- Is there a possibility to have F grades automatically changed to EW?
- Would Pass/no pass be universal or only for classes graded this way?
- On Table pass/no pass would be for students who petition. Would Senators want this to be an option?
- T. Seropian: Pass/No Pass is best be handled on a case-by-case basis. Need to be cautious about making blanket statements.
- The pros and cons of EWs need to be better explained to students.

F and EW: President Henes will ask Senators to look into seeing if there is potential harm between an F and EW and based on this information will form a recommendation.

Pass/No Pass: if a student wants to do a pass/no pass on a course for which this is not an option in course outline of record, they should have to first consult with a counselor.

Additional thoughts may be shared via email with President Henes.

President Henes will make a recommendation if asked to do so and let Senate know or he will bring it back to the Senate.

K. UNFINISHED BUSINESS (discussion and possible action)

1. Accreditation Quality Focused Essay (QFE) #1, 2nd read. T. Alvarado
Review of QFE focus and progress update information.
Both the Associated Students and Classified Senate have given their approval. Pending is Senate approval before forwarding to Board of Trustees.

MOTION to approve Agenda Item K.1 made and seconded by S. Bower and S. Rose.

Discussion:

Strategic Planning Committee to host a college-wide appreciative inquiry into questions surrounding collegiality.

VOTE: Motion approving QFE#1 by unanimous consent.

L. NEW BUSINESS

1. Review AP 3050: Professional Ethics of Faculty (for Senate revision)
Recommended changes can be forwarded to CAFPE, which will look at this document for revisions and be brought back to Senate for approval.

L2. Adopt meeting norms

The 2019-20 norms have been rolled over. It would be appropriate to re-adopt the norms and revise the date.

MOTION made and seconded by G. Lopez and D. Nordstrom. To re-adopt meeting norms from 2020.

Discussion:

Professor Rose supports having more recognition of peers as colleagues working together and that strict formality of Robert's Rules doesn't work with this item.

MOTION to extend discussion five minutes made and seconded by G. Lopez and D Nordstrom.

VOTE: Approved unanimously.

President Henes: Could have a modification to Robert's Rules that could be codified then added to Norm's.

President Henes will refer to Bylaws and Rules Committee use of personal names during meetings.

No recommendations or objections were received to readopting the norms by unanimous consent.
President Henes to revise date.

2. Adopt Guiding Questions for Use with Administrative Procedures

Equity-Minded Guiding Questions for Policy Development and Review:

Policy refers to Board Policies and Administrative Procedures.

This item has been created by Student Success Committee.

Brought to Senate at prompting of Professor Rose. It provides an equity lens in reviewing APs and BPs.

MOTION approve equity minded guiding questions made and seconded by T. Stoddard and L. Ruiz

Student Success Committee thanked for their development of this document.

This item could extend to Academic Senate appointed representatives on campus-wide committees.

VOTE: Approved by Unanimous Consent.

4. Use of cameras during synchronous class sessions

The California Community College Office of Legal Counsel issued a legal opinion to all California Community Colleges regarding whether community college faculty can require students to keep their cameras on during live synchronous instruction entitled: Legal Opinion 2020-12 On Line Class Cameras On Requirements Document.

This opinion fueled a conversation between the Senate Executive Committee and Office of Instruction and it was agreed that a joint statement needed to be prepared on how faculty would approach this item.

Discussion:

- Privacy issues have been relayed from students who are homeless, taking classes in cars; not wanting others to see their living conditions. Cyber stalking was another concern.
- Maintaining virtual distance between school and work should be honored.
MOTION made and seconded by B. Constantine and D. Nordstrom to extend discussion three minutes.
VOTE: unanimously approved.
- Senate action would codify what can be done.
- Majority suggestion that cameras not be required to be turned on.
- This action is contradictory to what is required within Senate meetings. Students can't be forced to do this.
- Students can be asked why they don't put their cameras on and don't want to engage.
- Cannot conduct optimum class without full student engagement.
- Request received that students not be required to turn on their cameras.

MOTION made and seconded by K. Luck and G. Lopez

That PCC instructors cannot require their students to use cameras during synchronous sessions.

Discussion

Dr. Giugni: still working on coming up with a solution to academic dishonesty. If not using something like Proctorio another possibility is to Zoom when students are taking exams.

AMENDMENT 1 TO MOTION made and seconded by G. Lopez to include wording “except during testing situations.”

VOTE: Approved by unanimous consent.

AMENDMENT 2 to MOTION made and seconded by EACairó and T. Stoddard to include wording “except during testing or quiz situations.”

AMENDMENT 3 to MOTION made and seconded by T. Stoddard and EACairó recommended revision read by President Henes reread amendment: “except during assessments such as tests or quiz situation.”

- If a Privacy issue wording should be across the board and students should be given fair warning.
- Legality will stand whether or not a test is being taken.
- Concern: what is basis for having camera on during a test? Faculty need to be prepared on how to manage classroom within ZOOM. There are ways to have student engagement with the camera off.
- There are software programs that can reduce instance of cheating.

MOTION made and seconded by G. Lopez and A. Walker to postpone action until next Senate meeting.

VOTE: Approved by unanimous consent.

M. Proposed Future Agenda Items

- EACairó to send President Henes an LA Times article stating community colleges received a large Grant (over \$100 million) and how can PCC tap into this.
- Request received for Senate Goals (read by President Henes) to be addressed earlier in the meeting.

N. ANNOUNCEMENTS

Senators asked to take lead and/or to assist with working on the goals. Keep Senate apprised and let Senate know what they need.

- Increase knowledge among the faculty about how Student Services supports our students:
M. Altounji (Lead); T. Seropian; T. Stoddard
- Explore how we can overcome PCC’s poor reputation among the Black community and work with campus stakeholders to develop a plan to increase our African American student population from 3.8% to 10%:
B. Constantine (Lead); A. Walker; G. Lopez; C. Stephens; S. Rose; S. Bower; L. Ruiz; G. Jerome;
T. Stoddard; B. Wilbur
- Incorporate Equity and Social Justice into our course-, program-, and institution-level SLOs, where possible:
M. Henes; L. Ruiz; S. Rigon; K. Simon; G. Lopez, G. Endore; J. Fiebig; A. Walker
- Increase information sharing between the Academic Senate and campus wide committees and between the Academic Senate its subcommittees:
M. Henes (Lead); V. Jaramillo
- Develop an anti-racist policy

O. ADJOURN MEETING