

Monday, November 9, 2020

Pasadena City College

Circadian

1570 E. Colorado Boulevard, Pasadena, CA 91106

President	Matt Henes
Vice President	Veronica Jaramillo
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

Business, Engineering, Technology	Mark Keene Jeff Winter Jeff Bajah
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CEC: Non Credit	Blanca Hernandez-Henderson
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Counseling	Taleen Seropian Myriam Altounji
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DSP&S/Personal Counseling	Carmen Stephens
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English	Tim Melnarik Vanitha Swaminathan
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Kinesiology	Terry Stoddard
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Languages/ESL	Lindsey Ruiz Jennifer Garson
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Library	Ken Simon
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Mathematics & Computer Science	Israel Castro Lyman Chaffee Juan Leon Donna Nordstrom
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Natural Sciences	Susan Bower Bryan Wilbur Michael Vendrasco
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Performing and Communication Arts	Eric Larson Kyle Luck
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Social Sciences	Jennifer Fiebig
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Visual Arts & Media Studies	Silvia Rigon
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Absent/Regrets

Secretary	Gena Lopez
Business, Engineering, Technology	Mark Keene

Counseling	Richard Allen Armia Walker
Health Sciences	Blanca Rodriguez Paula Vento
Natural Sciences	Valerie Foster
Social Sciences	Eduardo A. Cairó Anthony Francoso

Guests

Dean, Counseling, Student Success Services	Armando Duran
Accreditation Standing Committee Co-Chair	Thea Alvarado
Management Association	Carlos Altamirano
Classified Senate President	Ernesto Partida
PCCFA President	Mark Whitworth
President: Associated Students	McKenzie Rivera (For: 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 3:02PM

B. LAND ACKNOWLEDGMENT and acknowledgment of Black Lives Matter, recognition of Armenian community

D. APPROVAL OF MINUTES: October 26, 2020.

Approved as amended by unanimous consent.

E. CONSTITUENCY REPORTS

1. PCCFA: M. Whitworth: The union is working on COVID issues such as training requirements for winter and spring, and which should be finalized soon.
FA Virtual Meetings:
General Meeting: Thursday, 11/12/20: 12PM via ZOOM.
Part-Time Benefits meeting, Friday, 11/13/20 at 12PM.
2. Adjunct Faculty Report: B. Constantine:
The Adjunct Faculty Issues Committee will be meeting with Executive Committee to address Senate Goals.
Committee meeting discussion topics included areas of:
improving recruitment and creating a culture of inclusion for students of color; working with Upward Bound and the Freeman Center, adjunct faculty union representation; how full-time overload affects adjunct faculty course load, discussion of AB 897 and inviting PC's new diversity officer to its next Committee meeting.
3. Classified Senate President Ernesto Partida:
At its October Fall General meeting, there was discussion about Classified Senate goals, future activities and role of classified staff members within shared governance.
4. Associated Students President: Mackenzie Riviera
Highlights of AS events including a virtual watch party and Student Giveaways.
Virtual Student interaction has been successful.
Christina Zhang will be provided a link to forward to the Senators regarding information on how faculty and staff can engage with students.
5. Administration/ Management Association: Carlos (Tito) Altamirano:
 - Association discussion topics:
 - Local and national elections.
 - What is happening in Armenia.
 - Support between faculty, staff and students.
 - Board policies and procedures and college council standing committees
 - Annual update is due this Friday

F. ACADEMIC SENATE OFFICERS' REPORTS:

1. President M. Henes:
Updates provided on:
Proctorio
FHPC
Fall Plenary
2. Vice-President V. Jaramillo: Updates provided under subcommittee report.
3. Secretary G. Lopez: In interviews this date -- No Report.
4. Treasurer: S. Rose
Balance Totals: As of Oct 20: \$20,887.30 As of: Nov 9: \$21,174.51 Net Increase: +\$287.21
Academic Senate Contribution Form: is available on the Senate web site for anyone on campus to be able to contribute to the Academic Senate's General or Scholarship Fund.

G. Committee Share-Outs: Provided by President Henes

1. Campus-wide committees summaries provided for the following committees
IEC
Health and Safety Standing Committee

OER Committee
Outcomes Committee
Strategic Planning Committee
Accreditation Standing Committee

2. Academic Senate Subcommittees

The ISER has been approved by all constituent groups and will be presented to Board of Trustees at its next meeting.

Strategic Communications and Marketing will create accreditation marketing and information videos
The Senate will be asked for its help on preparing an addendum on how the campus is responding to COVID.

AS Subcommittee's Updates: Veronica Jaramillo

Learning Assessment Committee

Professional Development Sub-Committee

Educational Policies Committee

Nominations and Elections Committee (this committee needs an additional member, interested volunteers may apply on line through the Senate's web site).

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

1. Academic Senate Subcommittees

a. Michelle Fabros (Social Sciences) and Lindsey Ruiz (ESL & Languages) to Educational Policies Committee.

b. Mary Wahl (Library) to Faculty Committee on Online Education

2. Shared Governance Committees

a. Kathryn McGuire (Library) to Budget and Resource Allocation Committee.

Agenda Item H1 and H2 approved by unanimous consent without objection.

I. Standing Information Items

1. Guided Pathways, M. Altounji

Updates provided on Program mapping team update and PCC Connect Training and referrals.

2. Because Black Lives Matter—Student Equity Plan: M. Altounji

Development of an information campaign has been discussed with the Senate's Executive Committee. Those interested in participating in this process may contact President Henes and/or M. Altounji.

Update of guided entry process and Pathway First Year Entrance

MOTION to extend discussion by five minutes made and seconded by B. Constantine and T. Stoddard.

VOTE: Approved unanimously.

Questions and comments may be forwarded to President Henes or M. Altounji.

J. Item (discussion)

1. Alternative Grades Form: President Henes

- Screen Shot of Fall 2020 Alternative Grading Request Form presented
- If approved the form will be on Admissions and Records website (replacing the other form)
- Statute of Limitations: Armando Duran
 - Pass/No Pass. Nov. 30
 - EW: Have up to two years

2. Academic Senate Goals

Develop an anti-racist policy

If no volunteer requests are received to work on developing an “anti-racist policy” a recommendation to remove this goal will be on the next agenda.

3. Senate representatives report-out about PCC’s COVID response (since spring)
Accreditation Standing Committee is engaged in discussion with campus committees
Library services have been moved entirely on-line. Requesting and picking up printed books; expanded other kinds of availability (chat hours, answering messages; social media; faculty instruction sessions re Classroom Zoom instruction). Support centers converted to online: i.e., tutoring
Geology faculty developed a plan for lab work, videos, traveled to obtain rock samples to distribute to students. Chemistry, biology and geology have developed lab processes.

Design and Fine Arts and Studio Courses instructors collaborated on creating engaging instruction videos and partnered with IT for remote access.

MOTION to extend discussion by three minutes made and seconded by D. Peace and C. Stephens.

VOTE: Approved by unanimous consent.

Cosmetology instructors have created many tutorials and a number of instructors have been certified to teach on line. Student access has been created through ZOOM.

Music/PCA set up instrument distribution to students and online tutoring for the Music Lab.

A virtual forum with guest lecturers and artists is held on Wednesday nights.

PCC Marching band is meeting live face-to-face beginning his Friday. It will be participating in a Tournament of Roses taping at the Rose Bowl for broadcast on January first. All protocols have been met.

President Henes stated he will do his best to represent the Senate with the Accreditation Committee and Team.

K. UNFINISHED BUSINESS (discussion and possible action)

1. Use of cameras during synchronous class sessions
Continuation of conversation from last Senate Meeting.
Not illegal to require students to turn their cameras on, however there are privacy issues. The requested action is in response to Chancellor’s Office legal opinion.
The Senate’s Executive Committee want the Senate Board to develop a statement as to what should be done.

Discussion

- Proper technology is needed for students to use “backdrops” that could block particular camera views.
- Having the camera of can be a privacy violation. Reference made to Family Education rights and privacy act and the American Disabilities Act.
- The Senate Board meeting is broadcast on You Tube and is not the same as a protected classroom.
- Comment received that there can be more student participation with camera off.
- Students seem more comfortable with camera on during conference hours.
- Less student participation is not a good idea.
- Natural Sciences faculty comment received that having camera on during assessments allows for better assessments.

MOTION To extend discussion by ten minutes made and seconded by T. Seropian and L. Chaffee.

VOTE: Approved by unanimous consent.

Discussion

Counseling consensus is not to have cameras on made mandatory.

Students like virtual appointments. Suggestion to use consistent polls/data for use of camera during class.

Visual student contact is needed during assessments.

There would be difficulty with blanket policies within areas of Cosmetology and Sign Language.

Recommendation for students to be provided a statement regarding use of cameras upon registration.

President Henes asked for this Agenda item to be shared with Senator constituents and for it to be revisited at the next Senate meeting.

L. NEW BUSINESS

1. Review BP 3050: Review of Professional Ethics of Faculty policy.

Presented for Senate Review or can be brought back at next Senate meeting.

This item is part of a periodic review and will be revisited in two weeks.

Comments on the proposed change may be forwarded to the Senate Executive Committee.

2. AP 7210: Administrative Procedure: Academic Employees

Following Senate discussion this AP will be worked on by several other areas and will be brought back to the Senate for approval.

MOTION made and seconded by B. Constantine and Z. Bernardo to change language from at least one to three (in 4.b) members from historically underrepresented groups

Discussion

Because of limited instructor numbers from under-represented areas Natural Sciences and Mathematics would have problems with meeting the revised numbers.

MOTION to extend discussion by ten minutes made and seconded by B. Constantine and G. Endore.

VOTE: Motion passed by majority vote.

- Suggested received that if an area had limited numbers of faculty from under-represented areas, a faculty member from another department could be chosen to fill the void.
- Hiring advertisement needs to be improved.
- Assigning more diverse representation to hiring committees would support diversity.

MOTION to extend discussion five minutes made and seconded by L. Ruiz and J. Bajah.

VOTE: Motion passed without objection.

- Diverse representation is critical.
- It is time to rethink campus practices and find a way to collectively address the proposed need.
- Suggestion to add language for under-represented members to be added on as an expansion to a committee's area.
- Increase committee diversity through the position evaluation process.
- Equal opportunity not special treatment is being asked for an equal shot at employment.

President Henes urged the senators to get in touch with their constituents.

MOTION TO POSTPONE THE MOTION made and seconded by K. Simon and C. Stephens.

VOTE: Motion carries.

M. Proposed Future Agenda Items:

President Henes urged Senators to complete their "Reading Circles" reading over the break with following discussion in the spring.

N. ANNOUNCEMENTS

C. Stephens: Thanked President Henes for Sending out two announcements today through the AcademicSenate email:

- Wednesday, November 18, 12PM-1PM: Virtual course entitled: Instructors: Make Your Course Accessible In an Online Environment.
- National Disabilities Awareness Month workshop schedule

C. Altamirano:

Association of Latino Employees' (ALE) Tamale scholarship fundraiser was announced through campus email sent by A. Boekelheide. Last day to order is Friday, Nov. 13. Pick-Up is scheduled on Nov. 23 between 12PM-3PM.

O. ADJOURN MEETING: Meeting adjourned at 5:32PM