

Monday, November 23, 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 (KHA)
Adjunct Faculty	Deandra Pearce (BET)

Business, Engineering, Technology	Richard Allen Mark Keene Jeff Winter
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Counseling	Taleen Seropian Armia Walker
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CEC: Non Credit	Paula Vento
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Counseling	Taleen Seropian Armia Walker
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DSP&S/Personal Counseling	Carmen Stephens
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English	Tim Melnarik Vanitha Swaminathan
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Health Sciences	Paula Vento
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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 Donna Nordstrom
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Natural Sciences	Susan Bower Valerie Foster Bryan Wilbur Michael Vendasco
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Performing and Communication Arts	Eric Larson Kyle Luck
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Social Sciences	Jennifer Fiebig Eduardo A. Cairó Anthony Francoso
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Visual Arts & Media Studies	Silvia Rigon
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Absent/Regrets

CEC: Non Credit	Blanca Hernandez-Henderson
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Health Sciences	Blanca Rodriguez
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Mathematics & Computer Science	Lyman Chaffee Juan Leon
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Guests

Asst Supt/VP Instruction	Terry Giugni
Associate VP, Technology	Candace Jones
Dean, Academic Affairs	Isela Ocegueda
Chief Diversity, Equity, and Inclusion Officer	Kari Bolen
Exec Dir., Inst. Effectiveness	Crystal Kollross
Accreditation Standing Committee Co-Chair	Thea Alvarado
Management Association	Carlos Altamirano
Sabbatical Leave Committee	Charlene Potter
Classified Senate President	Ernesto Partida
PCCFA President	Mark Whitworth
VP: Associated Students	Christina Zhang
Natural Sciences	Jared Ashcroft
Facilities Standing Committee Co-Chair	Sylvia Talaoc

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 3:04pm

B. LAND ACKNOWLEDGMENT and acknowledgment that Black Lives Matter and that the Armenian Community is hurting.

C. PUBLIC COMMENT

President Henes to forward to the senators an email regarding two books PCC has access to pertaining to equity. Title of one is "From Equity Talk to Equity Walk".

President Henes requested motions to approve two emergency additions to the agenda.

MOTION made and seconded by S. Rose and G. Lopez to add agenda items M5f to address AP 4235 and AP4220.

VOTE: Approved by unanimous consent

D. APPROVAL OF MINUTES: November 9, 2020

VOTE: Approved by unanimous consent.

E. SPECIAL GUESTS

1. Dr. Kari Bolen: PCC's New Chief Diversity, Equity, and Inclusion Officer introduced herself, provided a summary of her academic and work experience in relation to entering into coalition building and partnerships with her PCC community. She thanked PCC for being a resource and an ally.

President Henes extended a sincere farewell and words of appreciation for Dr. Giugni who will be retiring next month.

2. Dr. Terry Giugni, Vice President of Instruction: Dr. Giugni expressed his pleasure for his work at PCC and with faculty within and out the Academic Senate. He stated administration, faculty and staff have assisted in offering the best educational opportunities in the state here at PCC and particularly during the pandemic.

F. CONSTITUENCY REPORTS

1. PCCFA: Mark Whitworth

Expressed appreciation for his work and interaction with Dr. Giugni and extended congratulations for his retirement.

The new MOU articulates training requirements for teaching during pending winter and spring.

2. Adjunct Faculty: B. Constantine

Thanked Dr. Giugni for his work at PCC and interaction with adjunct faculty.

B. Constantine attended the Freshman 15 Orientation.

The senators were encouraged to participate in this program which provides an outreach/transfer center resources to increase PCC's African American student population. The Adjunct Faculty Issues Committee is working with the FA on presenting an adjunct faculty health insurance benefits statement.

3. Classified Senate: Ernesto Partido:

The Classified Senate approved BP3070; Professional Ethics of Classified Staff.

4. Associated Students: Christina Zhang:

The majority of Associated Students attended the November 10th Board of Trustee.

Discussion included diversity, equity and inclusion.

There was a transfer panel with between students and alumni.

Encouraged faculty to reach out to their students regarding transfers, finals, etc.

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

On-gong review of its policy, constitution, handbook and code of ethics.

Wished all a safe break

G....ACADEMIC SENATE OFFICERS' REPORTS

1. President M. Henes reported on:

VPI Hiring

Success Center Redesign plan

A2MEND Webinar 11/21

Reading Circles – Spring;
C&I—CSU Ethnic Studies Requirement.

2. Vice President: V. Jaramillo.
Tasked with leading a faculty/student discussion about Proctorio. A recommendation will be made to the college following the discussion on December 1st.
3. Secretary: No report
4. Treasurer: Balance as of Nov. 9 2020: combined balance: 21,174.51; Balance as of Nov 23 \$21,174.51.
S. Rose is co-chair of the Student Success Committee. T. Alexander presented to the community an overview of a current comprehensive plan. Senators urged to volunteer in helping with this process. A concerted campus-wide effort including faculty participation is needed.

H. Committee Share-Out provided by M. Henes

1. Campus-wide committees
College Council
Facilities Standing Committee
2. Academic Senate Subcommittees: No reports

MOTION made and seconded by V. Jaramillo and T. Seropian to add to Consent Item C

- 1.B. Lindsey Ruiz (Language and ESL) to Safe Learning Environment Committee);
- 3a. Desiree Zuniga (Counseling) and Cristina Salazar-Romo (Languages and ESL) to Faculty Coordinator, Title V-Path Completion II Grant (2 reassigned time positions) hiring committee.

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

1. Academic Senate Subcommittee
 - a. Lily Tran (Counseling) (alt) to Curriculum and Instruction Committee
 - b. Lindsey Ruiz (Languages and ESL) to Safe Learning Environment Committee
2. Shared Governance Committee – None
3. Hiring Committee
 - a. Desiree Zuniga (Counseling) and Cristina Salazar-Romo (Languages and ESL) to Faculty Coordinator, Title V-Path Completion II Grant (2 reassigned time positions) hiring committee.

VOTE: Approved by unanimous consent without objection.

J.....Standing Information Items

1. Guided Pathways, M. Altounji
Spring Scheduled has been posted. Registration begins Nov. 30
PCC Complete can be applied for priority registration.
The Virtual Support Center has received 8,000+ contacts. Appreciation expressed staff and faculty participation with this process.
The PCC Connect team is a centralized contact for student tutoring.
Will be working with B. Pangan to transition counseling into this tool.
All programs have been shared with deans.

Professor Rose:

- A final draft for the career community website is being developed along with updates for the Freeman Center.
 - An invitation was extended to the Senate at large and all employees to participate with the career data employee group (partnership with UCLA). President Henes to send out meeting dates.
2. Because Black Lives Matter—Black Student Success Center Proposal, C. Jones and S. Talaoc

PowerPoint Presentation Topics: S. Talaoc

- Expansion of the Black Student Success Center: Recommendation from Facility Standing Committee
- Location Considered: CC Bldg. Pros/Cons; L. Building Pros/Cons; R. Building (pros/cons); D Building (Ruled out)
- Recommendation: recommends the vacated Career Center as the optimal space for Phase 1 for the Black Student Success Center.

The Center's permanent location to be determined within the approved Facilities Master Plan.

MOTION made and seconded by G. Lopez and C. Stephens to extend discussion five minutes.

VOTE: Approved by unanimous consent.

K. Information Items (discussion)

1. Academic Calendars 2022-23 and 2023-24

Official recommendation from College Council Calendar Committee. (Screen shot)

MOTION to extend discussion by five minutes made and seconded by S. Rose and T. Stoddard.

VOTE: approved by unanimous consent.

President Henes:

Two Senate meetings ago (Oct. 26) the following action was not finalized.

From 10/26: **MOTION** (K. Luck): PCC instructors cannot require their students to use cameras during synchronous sessions. **PRIMARY AMENDMENT** (G. Lopez): except during testing situations (approved).

SECONDARY AMENDMENT (T. Stoddard): except during assessments such as a test or quiz situation.

The secondary amendment and main motion are still undecided.

MOTION to extend discussion by 5 minutes made and seconded by J. Fiebig and V. Jaramillo.

VOTE: approved by unanimous consent.

Discussion received on amending the approved amendment.

MOTION WITHDRAWN by T. Stoddard.

VOTE: Approved without objection.

MOTION made and seconded by Z. Bernardo and T. Stoddard to withdraw the original motion.

MOTION to call the question made and seconded by B. Wilbur and T. Stoddard.

VOTE: Approved by unanimous consent.

VOTE on original **MOTION**: Motion Carries. Original motion is "dead". There are no amendments.

MOTION made and seconded by D. Nordstrom and V. Jaramillo for the Academic Senate Executive Committee to prepare a resolution and present to Academic Senate at its next Senate meeting.

VOTE: Approved by unanimous consent.

1. AP 7210 Academic Employees

Day after the last senate meeting President Henes received AP7210 that the deans had worked on.

Screen Shot: AP7210 Selected Deans Recommended Edits.

MOTION on Floor from November 9 Senate Board meeting, to change wording from “at least one” “to at least three”.

Discussion

A “yes” vote would increase hiring committees’ ethnic diversity.

Insightful comments received from Dr. Bolin on this item.

From Floor: Several recommendations made that the Deans’ compromise of at least two would be reasonable.

Negotiation would be required with administration if Senate’s recommendation is at odds with the administrative recommendation.

Having expertise on a hiring committee is needed.

Hiring committees need diversity to achieve equity through a direct mandate.

MOTION made and seconded by Z Bernardo and C. Stephens to extend discussion five minutes.

VOTE: Approved unanimously.

VOTE ON ORIGINAL MOTION

ROLL CALL VOTE: Motion carries by majority vote Yes: Majority. No: J. Garson, V. Jaramillo, D. Nordstrom, T. Stoddard, M. Vendrasco, P. Vento. Abstain: R. Allen, S. Bower, J. Fiebig, K. Rodriguez, B. Wilbur, J. Winter.

2. BP 3050: Review of Professional Ethics of Faculty: Screen Shot

MOTION for approval made and seconded by S. Rose and V. Foster

ROLL CALL VOTE: Motion carries by majority vote Yes: Majority. No: T. Stoddard. Abstain: Z. Bernardo, G. Lopez, C. Stephens.

M. NEW BUSINESS (discussion and possible action)

1. Honorary Rank Advancements

Screen Shot of Rank Advancement Approvals for Fall 2020

MOTION approving Fall 2020 rank advancements made and seconded by T. Seropian and S. Rose:

VOTE: Approved unanimously

2. Bylaws updates, J. Hanley

Screenshot shared with highlighted updates.

This item is a first read. The Senate Board would make the proposal.

Recommendation received for the Bylaws to be reviewed yearly along with creating a constitution which would be approved by faculty.

3. Nominations and Elections Committee updates, J. Ashcroft

Committee is looking at using the Election Buddy program for an online election.

Looking at using Google Docs/Forms to get candidates’ statements out to faculty

Fall 2020 Committee timeline presented (screen shot)

MOTION made and seconded by K. Simon and D. Nordstrom to approve Nominations and Election Committee timeline.

VOTE: Approved by unanimous consent

4. Sabbatical Leave Committee Procedure updates

Summarized by C. Potter

MOTION made and seconded by T. Stoddard and S. Bower approving proposed changes.

Discussion:

This item has been adjusted to reflect contract language.

Sabbatical leave processes vary by college. PCC’s process is through the FA contract.

VOTE: Approved by unanimous consent.

5.

- a. AP 6450 Wireless and Cellular Telephone Use, C. Jones
- b. AP 6521 Network Security, C. Jones
- c. AP 6522 Physical Security, C. Jones
- d. AP 6523 Logging and Monitoring, C. Jones

First Read Presentation: Dr. C. Jones

Senators to take back for input and review at the November 30 meeting.

- e. BP/AP 6620 Naming of Buildings, B. Abram (pulled at request of presenter)

- f. AP 4235: Credit for Prior Learning: Dr. I Ocegueda

This item needs to be in place by December 31st

AP 4220: Standards of Scholarship: Delegation

Proposed changes presented by President Henes so it would not be in conflict with AP 5235

Discussion:

Dr. Ocegueda was asked to meeting with Articulation office regarding comments from the floor.

Additional changes to be provided to Senate for the November 30th Senate meeting.

6. PCC Vision and Values, M. Henes and C. Kollross

Screen Shot

Senators to review for possible action at next week's meeting.

C. Kollross commended the Strategic Planning Committee leadership and engagement.

N. Proposed Future Agenda Items

A. ANNOUNCEMENTS

B. ADJOURN MEETING: Next Senate meeting will be Monday, November 30, 3PM-5PM