

Academic Senate
Pasadena Area Community College District

Monday, May 15, 2017

Pasadena City College
Circadian
1570 E. Colorado Boulevard, Pasadena, CA 91106

President	Valerie Foster
Vice President	Shelagh Rose
Secretary	S. Fleming
Treasurer	Jay Cho
Adjunct Faculty	Beville Constantine (Natural Sciences), Mark Dodge (Social Sciences) Erika Ruvell (VAMS), Dwane Christensen (Mathematics)
Business	Earlie Douglas
DSPS	Rosemary Scott
Counseling	James Aragon, Myriam Altounji
English	Tim Melnarik, Rob Lee, Gloria Horton
Health Services	Open
Health Sciences	Kristin Hyatt
Languages	Melissa Michelson, L. Persaud, Mary Erin Crook (Alt)
Kinesiology	Terry Stoddard
Library	Ken Simon
Mathematics	Yu Chung Chang, Charlie Hogue, Dan Gallup,
Natural Sciences	Martha House, Russ Di Fiori, Erika Catanese (Alt)
Performing and Communication Arts	Rita Gonzales, Rikki Magee
Social Sciences	Eduardo A. Cairó, Kaitzer Puglia
Visual, Media & Performing Arts	Dave Cuatt, Rod Foster, Kris Pilon (Alt)

Members absent

Business	Dave Evans
CEC	Rhonda Williams
Counseling	Sara Miranda
Engineering	Open
Health Sciences	Blanca Rodriguez
Natural Sciences	Peter Castro

Guests

Assistant Supt/VP	Dr. Terry Giugni
Executive Director, Business Services	Joseph Simoneschi
Institutional Effectiveness	Crystal Kollross
Vice President, Student Services	Cynthia Olivo
PCCFA	Mark Whitworth
Courier	Amber Lipsey

A CALL TO ORDER

The meeting was called to order at 3:00 pm, by Senate President, Dr. Valerie Foster.

B PLEDGE OF ALLEGIANCE led by President Foster

C APPROVAL OF MAY 1, 2017 MINUTES

Approved with the following corrections: M. Dodge is in Social Sciences not Business; J. Aragon was absent and M. Altounji was present.

D PUBLIC COMMENT

E.A. Cairó said he had told the Senate in Fall 2016 about problems with the hiring of the Dean of Social Sciences. His response from the Senate President was that this matter is not under the Senate's purview and could not be agendized. Faculty have a right to be a part of the conversation and to provide their opinions to the Senate Executive Committee before a vote is taken on the College Council.

President Foster was asked to agendize this matter. For clarification, President Foster said there is shared governance review of procedures, revisions or changes is followed by a College Council vote. Management procedures are under management purview and would not go to a full vote of College Council.

E CONSTITUENCY REPORTS:

E1 PCCFA REPORT: Mark Whitworth: Negotiations are ongoing. On Thursday, May 18 there will be a FACC informational meeting to discuss the May Revise Budget which looks "pretty good" from a negotiation point of view.

E2 Adjunct Faculty Report: M. Dodge: None

E3 Classified Senate: None

E4 Associated Students: Kelly Banh: None

E5 Administration/Management Association: None

F ACADEMIC SENATE OFFICER'S REPORTS

F1 President Foster: June 5 will be the last Senate meeting of the semester. The Senators were invited to attend the Senate Scholarship Reception to be held immediately after the meeting. An Event-Brite will be sent out to faculty for notification. Refreshments will be served.

A few surveys are currently being circulated pertaining to College Council, Campus Climate and for those serving on Shared Governance committees. M. Anderson will be sending out a faculty survey for input on SLO assessment.

F2 Vice President Report: No Report

F3 Secretary's Report: No Report

F4 Treasurer's Report: No Report

G EXECUTIVE COMMITTEE RECOMMENDATIONS

MOTION to approving items G1 through G3 made and seconded by M. House and R.DiFiori.

VOTE: Approved unanimously

G1 Approve Walter Butler (Library) as chair of the OER Committee (a subcommittee of the Student Success Committee)

G2 Approve Julie Kiotas (Social Sciences), Lynora Rogacs (Social Sciences) Susan Bower (Natural Sciences), Lily Tran (Counseling), Linda Stroud (Social Sciences), Laura Godio (Languages & ESL), Jose Castanon (Mathematics), Dave Matthews (Mathematics), and Mark Sakata (DSPA) to the OER Committee.

G3 Approve Kimberly Shediak (Business) to the Institutional Effectiveness Committee.

H EXECUTIVE COMMITTEE RECOMMENDATIONS (Senate Subcommittees)

MOTION to approve H1-H2 made and seconded by M. Dodge and J. Aragon. **VOTE:** Approved Unanimously.

H1 Approve Patti D'Orange Martin (Counseling) as chair of the Ad Hoc Academic Honors Distinction Committee.

H2 Approve John Hanley (Natural Sciences), Natalie Galindo (Performing and Communication Arts), and John Davis (English) to the Ad hoc Academic Honors Distinction Committee.

I EXECUTIVE COMMITTEE RECOMMENDATIONS (Hiring Committees)

MOTION to approve I1 – I2 made and seconded by E.Catanese and M.Altounji.

VOTE: Approved by majority. Abstention: M. Dodge

I1 Approve Derek Milne (Social Sciences) and Harry Bloodgood (Counseling) to the Honors Coordinator hiring committee.

I2 Approve Ahni Dodge (Business) to the Manager, Internal Audit hiring committee.

J OLD BUSINESS

J1 Approve the recommendation “For 2017/18, the Academic Senate recommends two FLEX days to occur on August 25 and March 15 if the college simultaneously adopts a flexible FLEX calendar.” (2nd read)

From The Floor

Handout from K. Pilon entitled: Some of the reasons why faculty oppose Fall starting three days early:

- August 25 is before the start of scheduled classes.
- Can something simultaneously be “mandatory” and “flexible”?
- This could potentially divide, rather than unite, the faculty.
- It is inappropriate to bypass Shared Governance on calendar questions
- A Convocation is not a professional development activity.

MOTION made and seconded by R. Foster and M. Michelson to table J1

Dr. Giugni: The number of FLEX days is to be reported to the Chancellor’s office by June 15, followed by the determination of hours faculty are responsible for. FLEX days are instructional days, which could include a Friday before the semester start. There is a list of Professional development and other appropriate criteria to reference for FLEX participation.

MOTION to expend discussion by five minutes made and seconded by J. Aragon and T. Stoddard.

VOTE: Motion approved unanimously

From the Floor

- Some have recommended the Calendar Committee revisit the FLEX dates.
- Suggestion to provide the Chancellor’s only the FLEX dates and without additional details.
- Two Flex dates need to be relayed to the Chancellor’s office.
- For clarification President Foster said she has reviewed meeting minutes. Calendar Mock Up #4 (includes Aug. 25 Flex Date) was approved by the Calendar Committee. The Committee will be asked to reconvene for discussion on this matter along with proposing renegotiation by the Union of making August 25 part of the faculty contract. Following discussion with PCCFA President M. Whitworth, President Foster developed the wording of the resolution in conjunction with the union president.

CALL THE QUESTION made and seconded by M. Michelson and K. Puglia.

VOTE: Aye: Majority No: 2

VOTE on MOTION to table Agenda Item J1.

VOTE: Aye: Majority No:3

J2 Approve BP/AP 6530 Use of Drones (2nd read) Joseph Simoneschi

There was previous statement noting that District employees and hobbyists to obtain a certificate of insurance before an instructional program could be embarked on. Correction is that District employees do not need a

second level of insurance. It is required by those that do not work here or hobbyists to have that second level insurance, naming the District as an additional insured in the event there is some type of risk.

MOTION to approve BP/AP 6530 Use of Drones made and seconded by T. Stoddard and C. Hogue.

From the Floor

- Faculty input into this policy received from VAMS, Performing Arts and Radio/TV and the Science areas.
- The drones are to be used for instructional purposes and not to gather evidence on faculty.

MOTION to extend discussion by 5 minutes made and seconded by R. Lee and J. Aragon.

VOTE: Approved by majority vote. No: 1

VOTE on MOTION: Yes: Unanimously approved.

K. NEW BUSINESS

K1 Approve 2017/18 IEPI Indicators: Crystal Kollross

Power Point: Institutional Effectiveness Indicators (first submission was in 2016)

Review of Four General Categories: Fiscal Viability, Compliance with State and Federal Guidelines; Accreditation Status and Student Performance Outcomes. The presentation provided an emphasis on Performance Outcomes. Data provided is “aspirational” and can be done again next year.

Some of the suggestions provided were for there be no tracking of the number of low unit certificates until an essential tracking system is in place and to see the numbers for Median Time to Degree go down.

MOTON made and seconded by E.A. Cairó and T. Stoddard to extend discussion 10 minutes.

VOTE: Approved unanimously

From the Floor:

Several comments received about the effect upon the completion and graduation numbers by both unprepared high school students and part-time students.

Software is needed to track CTE data.

Occupational skills certificates are not currently placed on transcripts.

C. Watson encouraged recommendations be sent to her.

MOTION to extend discussion for 10 minutes made and seconded by M. Michelson and E.A. Cairó.

VOTE: Approved by majority.

Item #26 is data on time taken to earn a degree not a certificate.

Question received about looking at data on how many units were taken to earn a degree.

President Foster: in moving forward the Senate will look at how to come up with recommendations in a meaningful process.

Numbers presented are specific to PCC.

Math is working on making its four sequences of classes into one level before the transfer level courses.

Senators are to review this document within their divisions before it is agendized for a vote at the next meeting.

Submission deadline to the Chancellor’s Office is June 15.

K2 Approve AP 5055 Enrollment Priorities: Cynthia Olivo

A recent change in the law allows homeless students to be a part of A1 priority registration. There will be campus wide workshops on what the definition of homeless students means.

Administrative procedures are being reviewed on how students receive enrollment priority.

AP 5055 Draft Changes:

- II. B. ~~Students must be in good academic standing or making satisfactory term progress with a grade point average of 2.0 or higher.~~ not have been placed on academic or progress probation in any combination for two consecutive terms;
- III. Priority 1 . . . Exempted Foster Youth who meeting the eligibility criteria defined in statute and Homeless Students.
- III. Priority 8 Currently enrolled high school students and Dual Enrollment students not participating in College and Career Access Pathways.
- III. Priority 9 Students who have completed a Bachelor's degree or higher.

Required by Law: Priority 7: Students with 100+ units (not including English as a Second Language or basic skills courses in math and English).

Dr. Olivo provided approximate numbers for various priorities.

Concurrent enrollment from high schools is under Dr. Giugni's area and is being worked on for next year will be in compliance with Assembly Bill 288.

This item is to be shared by the Senators with their constituents in preparation for a vote on the next agenda.

K3 Approve AP 4030 Academic Freedom: Carol Curtis [to be scheduled on the June 5, 2017 Agenda].

K4 Approve Resolution for Adherence to AP 7210: Erika Catanese

Read statement in support of this resolution recommending that all faculty serving on hiring committees, their committee chairs, and senior leadership adhere to AP 7210 Faculty Hiring.
It is in everyone's best interest to put the best candidate forward.

From The Floor

Need assurance there is no undue pressure on the committees to move up a particular number of candidates.

Need pedagogical and expertise reasons to be included within section 9b.

Hiring committees need proper training for screening.

Concern received with student hiring committee members being able to receive and share confidential applicant information.

President Foster stated that all hiring committee members would be required to follow the proposed resolution.

MOTION made and seconded by M. Dodge and K. Hyatt to approve this resolution.

From the Floor

- Adhering to currently policy would provide protection from lawsuits from areas of concern.
- Concern with being exposed to EEO issues.
- This issue has occurred for multiple years under multiple administrations.
- M. Whitworth. The Faculty Association supports this resolution 100%. There is a workgroup currently looking at hiring procedures for all people on campus.
- President Foster: A vote is encouraged because all the interviews will be completed by the next Senate meeting.
- The resolution supports the current procedure.
- Recommendation received for the President's questions to be submitted the same as is required of the Committee.
- President Foster reminded the group that this resolution is specific to the current AP and that proposed changes would need to be a different agenda item.

E. Catanese: The simplicity of the resolution will allow committees to move forward with written procedures.

VOTE on the Motion: **AYE:** Unanimous

K5 Dual Enrollment Pathways Draft 4/17/17 (Information Item) Dr. Terry Giugni
Expands concurrent or dual enrollment to a larger population of students.

This is a first draft of Four Pathways called out in AB 288: CTE Prep; College and Career Readiness; Transfer and Improving HS Graduation. Development of this draft is based on historical Dual-Enrollment Program information and input from the deans. Having smaller sequences of courses will benefit students in these four areas. Once finalized, high school principals would be contacted regarding dual enrollment to support transfer/college readiness or transfer/CTE certificate. Enrollment would be restricted to only high school students. Regarding teaching by adjunct faculty, their load can only be increased several times within two years.

From the floor:

Deans are to be contacted regarding concerns for needing necessary equipment and supplies at the high schools.

Information on how classes will be taught by PCC Instructors is pending.

In response to increasing the load of adjunct faculty beyond 67% legally cannot be changed.

Need to look at GE requirements and pick courses to meet as many areas of emphasis as possible.

In helping students choose the right classes, assistance would include CTE counselor training and orientation meetings for both students and their parents.

MOTION to extend discussion three minutes made and seconded by EACairó and D. Cuatt.

VOTE: Approved unanimously.

This information is to be shared by the Senators within their areas and the deans within the division Meetings for review and input.

- K6 Discussion about Chairs: Terry Giugni: PCC Program Coordinator Draft (5/11/2017)
Still being worked on: How many, where and what is to be done now.
An exact title preference has not been agreed on (program coordinator or chair).

The last paragraph under Program Coordinator Selection addresses what happens if no one volunteers to serve. Coordinators would receive reassign time or be paid extra for this administrative position. Wording of this draft is taken from other community college Program Coordinator descriptions. If compensation is through reassigned time, additional faculty would not be hired. Hiring faculty for 100% time would make them an administrator.

MOTION to extend discussion by 10 minutes made by M. Whitworth and seconded by J. Aragon

VOTE: Motion fails for lack of majority vote.

Senators were asked to share this information with their constituents (especially those who served as coordinators). Please share with constituents especially with those who have served as coordinators. Mark / James Aragon

M. ANNOUNCEMENTS: None

N. ADJOURN: MOTION to adjourn made and seconded by M. Dodge and J. Aragon.
VOTE: Approved Unanimously.