

Academic Senate Board Meeting

February 27, 2017 – 3PM

Circadian

Senators: Present

President	Blanca Rodriguez, Loknath Persaud, Kris Pilon
Vice President	Regrets
Secretary	Shelagh Rose
Treasurer	S. Fleming
	Jay Cho

Adjunct Faculty	Beville Constantine (Natural Sciences), Mark Dodge (Business)
	Erika Ruvell (VAMS)
Business	Dave Evans
DSPS	Rosemary Scott
CEC	Rhonda Williams
Counseling	James Aragon, Cecilia Medina (Alt)
English	Gloria Horton, Tim Melnarik, Rob Lee
Health Services	Open
Health Sciences	Kristin Hyatt, Blanca Rodriguez
Kinesiology	Terry Stoddard
Languages	Melissa Michelson, L. Persaud, Mary Erin Crook (Alt), Zoe Wu (Alt)
Library	Ken Simon
Mathematics	Charlie Hogue, Dan Gallup, Yu Chung Chang
Natural Sciences	Martha House, Peter Castro, Russ Di Fiori
Social Sciences	Kaitzer Puglia, Cristopher Jimenez y West
Visual, Media & Performing Arts	Dave Cuatt, Rod Foster, Kris Pilon (Alt)

Absent Senators

Business	Earlie Douglas
Counseling	Sara Miranda
Engineering	
Performing and Communication Arts	Rita Gonzales, Rikki Magee
Social Sciences	E A Cairó

Guests

Assistant Supt/VP	Dr. Terry Giugni
Dean, Business	Rocco Cifone
Director, Inst Effectiveness	Crystal Kollross
PCCFA	Mark Whitworth
Courier	Photographer

A. CALL TO ORDER: 3PM

B PLEDGE OF ALLEGIANCE led by Mark Whitworth

C APPROVAL OF MINUTES:

The December 5, November 21, 2016 minutes were accepted as submitted, without objection.

D PUBLIC COMMENTS: See Agenda Item J3

E SPECIAL GUESTS and REPORTS

E1 Early Alert System: Counselors: Desiree Zuniga, Ingrid Arana, Lilly Tran and from Distance Education: Katie Datko.

Starfish by Hobsons is an enterprise student success and retention solution that integrates student data from existing technologies and is recommended by the Chancellor's office as part of the Educational Planning Initiative. Instructors can identify those at risk as well as send "kudos" to students for successful behavior. PCC has been chosen to be a pilot in implementing Early Alert with its experienced tech team and infrastructure that can handle system demands to implement a tool that would be helpful to PCC's students and particularly impacted student populations through online, hybrid and face to face classroom application connections.

This process will help bridge the gap that exists between instruction and student support by identifying academic and personal challenges enabling implementation of timely intervention and change to allow students to reach their education goals. Early Alert would assist with closing of PCC's achievement gap and to collaborate with faculty and student services to identify resources to help students succeed.

Distance Education has put forth a proposal recommending use of the Starfish Solutions is an enterprise retention software, which would assist faculty in helping students connect with the support they need external to the classroom environment.

A Sign-Up List for the senators to volunteer to meet with the Hobson's early kick off team visiting PCC campus on March 15 for an initial meeting was circulated.

Implementation would be a 16-week process.

MOTION to extend discussion by ten minutes made and seconded by M. Michelson and R. Lee.

VOTE: Passed

The purpose of the March 15 meeting is to generate ideas.

Instructors will have a simple "dashboard" to send and receive student comments.

If using Canvas, everything can be pulled up through this area.

The Starfish price tag is approximately \$107,000 or less.

Privacy settings would be determined by campus.

Starfish would provide both an easier solution, retention and support process

MOTION made and seconded by R. Lee and D. Cuatt to extend discussion by 5 minutes:

VOTE: Passed.

Response time with students would best be determined after follow-up instead of initial contact.

E2 Strong Workforce Plan: Rocky Cifone

PowerPoint presentation of Strong Workforce Program Local Plan FYI 2016-17 Funding and Rollout.

Local Share: \$1.44 Million. Funding will be based on PCC's participation and level of participation.

Overview Points: Timeline of local share investment, overview of regional programs involving PCC, overview of PCC local strong workforce plan going into following 3 fiscal years and fiscal implications of this plan.

Have 3 years to expend \$1.44 Million. Another allocation will be based on strong workforce metrics for the following three years.

MOTION received to extend discussion 5 minutes made and seconded by M. Dodge and T. Stoddard

VOTE: Passed

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

VOTE: Passed.

Recommendations:

For there to be outreach to all divisions.

Enhance articulation and clarification of faculty qualifications for participation in the dual enrollment academy.

Clarification of bringing CTE credit with Non-Credit faculty together.

M. Michelson: with dual enrollment teachers – would they be equally qualified with PCC faculty.

F **CONSTITUENCY REPORTS**

F1 **PCCFA Report:** Mark Whitworth

PCCFA is close to beginning negotiations for next contract. PCCFA visits will be set up with all divisions.

Suggestions are welcomed regarding division meeting times. The Union leadership will fully support any campus Sanctuary resolution.

F2 **Adjunct Faculty Report:** No Report

F3 **Classified:** No Report

F4 **Associated Students:** No Report

F5 **Administration/Management Association:** No Report

G **ACADEMIC SENATE OFFICER'S REPORTS**

G1 **President's Report:** Flex Day Update: V.P. S. Rose:

Flex Day Update: A detailed staff email was sent out February 26.

Morning Session Opening by Dr. Terry Giugni with a Recognition of Campus Equity Efforts.

Many of last year's workshops will be presented

Event Brite RSVPs are necessary to sign-up for the Workshops and Lunch (Bring your Ticket!).

Afternoon: Faculty to work in division in connecting assessment with equity. An article has been sent about the basis for equity discussions.

G2 **Vice President's Report:** See G1

G3 **Secretary's Report:** Stephanie Fleming:

- CAPM: Dr. Vurdien explained his reasons for declining requests sent through the Senate for revision of the management hiring process.
- Governor's Revised Budget: PCC is number one to receive infrastructure funding for rebuilding of the U Building.
- College Council: Approved BP and AP regarding showers for homeless based on state required language. Questions may be forwarded to S. Fleming.
- Accreditation: PCC has gone from probation to full accreditation. Acknowledged many committees, teams, faculty and staff and Lynora Rogacs and Dr. Scott.

G4 **Treasurer's Report:** Jay Cho. No Report

VOTE: Approved Unanimously.

H **EXECUTIVE COMMITTEE RECOMMENDATIONS:**

MOTION made and seconded by M. Michelson and D. Cuatt approving H1 through H10.

VOTE: Motion passed unanimously.

1. Approve Linda Hintzman (Mathematics) and Sandra Vazquez-Celaya (Mathematics) to serve on the Mathematics Intermediate Clerk hiring committee.
2. Approve Sandy Lee (E&T) to the Media Production Specialist hiring committee.
3. Approve Desiree Zuniga (Counseling) and Carol Curtis (ESL & Languages) to the Educational Advisor hiring committee.
4. Approve Lynora Rogacs (Social Sciences), Sharon Bober (Mathematics), and Ingrid Arana (Counseling) to the Coordinator, Educational Talent hiring committee.
5. Approve Cecilia Medina (Counseling) to the Assistant Director (Educational Partnership Programs hiring

committee.

6. Approve Kathleen Hogue (Mathematics) and Tammy Knott-Silva (Kinesiology) to the Director, Human Resources hiring committee.
7. Approve Melissa Michelson (ESL & Languages), Jude Socrates (Mathematics), and Laurinda Kettle (Health Sciences) to the Assistant Director, Human Resources hiring committee.
8. Approve Veronica Jaramillo (Natural Sciences), Gena Lopez (Counseling) and Valerie Foster (Natural Sciences) to the Director of Equity hiring committee.
9. Approve Katie Datko (Distance Education), and Shelagh Rose (ESL & Languages), to the Executive Director, It hiring committee.
10. Approve Michelle Ireland-Galman (Social Sciences), Paul Price (Social Sciences), and Eduardo A. Cairó (Social Sciences) to the Dean, Social Sciences Hiring Committee.

MOTION made by D. Cuatt and seconded by T. Stoddard to move Agenda Item J3 up to this point on the agenda. VOTE: Approved unanimously. (See J3 Below)

I OLD BUSINESS (With possible actions to follow each item)

- I1 Approve rule “The Senate Board may briefly approve/adjust the agenda items at the meeting’s start.”

MOTION made and seconded by R. DiFiori and M. Dodge to approve Rule H1.

Discussion:

The proposed rule is “common practice”.

To remove the word “briefly”.

This rule is already in Robert’s Rules and does not need to be codified.

This rule brings to the floor what the Senate can do to approve or adjust agenda items.

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

VOTE: Approved by majority vote.

Discussion:

Approval would require a vote of approval to be taken at the beginning of each meeting.

CALL THE QUESTION made and seconded by D. Cuatt and T. Stoddard. **VOTE:** Passed by majority vote.

VOTE ON MOTION: Motion fails by a majority vote.

- I2 Approve rule “The Recording of a meeting by audio or video will be noted at the meeting’s start.”

MOTION to approve Item I2 made and seconded by S. Fleming and T. Stoddard.

- Discussion: Wording should be more specific. Could make it a simple statement.
- Codification of this rule would make it a Brown Act violation.
- This rule could be a made a point of information.

MOTION to extend discussion by 5 minutes made and seconded by R. Lee and M. House.

VOTE: Motion fails by majority vote.

- I3 Approve rule “if there are less than 5 public comment cards, Senate reps may submit comments up to the 15 minute public comment limit.”

MOTION made and seconded by M. Michelson and D. Cuatt to approve I3.

Discussion:

This rule will allow additional faculty input and presentations.

There is a current practice in place allowing faculty input.

The 3 and 15 minute rule was passed during the Senate retreat. Senate review would be necessary before a change.

Senators may make comments during announcements.

VOTE: Motion fails by majority vote.

I4 Approve rule “any votes taken in Senate meetings are included in minutes with rep’s names; adjunct senators’ votes to be represented simply by total numbers.”

MOTION made and seconded by D. Cuatt and M. Dodge approving I4.

Discussion:

This rule would make senators accountable to their divisions.

This rule would benefit adjuncts who don’t have the same protection as FT faculty.

The Senate is not a legislative body and is not bound to include this information.

A roll call for every vote would be very time consuming.

M. E. Crook: Recommended amending to the rule to read “any roll call vote taken in Senate meetings...”

Amendment accepted by D. Cuatt.

Discussion:

Anonymity is important to maintain.

MOTION to extend discussion by 5 minutes made and seconded by M. Dodge and D. Cuatt.

VOTE: Motion fails by a majority vote.

AMENDED MOTION READ: I4 Approve rule “any roll call votes taken in Senate meetings are included in minutes with rep’s names; adjunct senators’ votes to be represented simply by total numbers.”

VOTE on MOTION: Motion failed by a majority vote.

J **NEW BUSINESS** (with possible actions to follow each item)

J1 Approve AP 7211 Faculty Services Areas Minimum Qualifications and Equivalencies and Form 7211.1

Susie Ling: Policy is being updated to be in compliance with ASCCC rules.

Eminence will be a factor in defining equivalence as is allowed by ACCCC

Asking for two signatures instead of one.

MOTION approving J1 made and seconded by S. Flynn and T. Stoddard.

VOTE: Motion approved unanimously.

J2 Information Session on Integration of Basic Skills Initiative, Student Equity Program, and Student Success and Support Program: **To be agendized for next meeting.**

J3 **Approve Student Support Resolution: Kris Pilon**

Public Comment: Kathy Kottaras asked for the support of her colleagues to support the proposed resolution which would support PCCs self-identified undocumented, intelligent and hard-working students. The first step towards self-actualization is safety and now many students are not feeling safe and enrollment is down. How are faculty to communicate to students that they will be protected. The proposed resolution will enable the PCC campus to take an effective stand that it is open to all students. The Associated Students have passed such a resolution. PCC is part of a supportive community.

Kris Pilon: The proposed resolution has basically been approved by the Chancellor’s office. Asking for approval in its current form which would allow PCC to protect student information. A protocol is needed in regards to future student information requests.

Recommendations:

K. Kottaras: Recommended deletion and replacement of the word "Sanctuary". Would like this matter presented to the board. Interaction with ICE agents would necessitate referral to Superintendent's office and/or the General Counsel.
C. Medina: safe-zone team member supports creation of safe campus.
Support received for the resolution to be taken to the Board.
Discussion on difference between judicial and federal orders
Recommendation received for Safe Zone training.

MOTION made and seconded by D. Cuatt and J. Aragon to approve the proposed resolution and for title to be revised to Academic Senate Resolution Regarding a Safe Learning Environment and to replace the triple x's (xxx) with numbers.

Discussion:

Secretary Fleming, VP Rose and several senators encouraged a first read and for senators to take this to their constituents for review and input. Other faculty would like an opportunity for input. This would give time for President Foster to talk to the Board's president about collaborating on this matter.

D. Cuatt: Supports title wording of Academic Senate Resolution Regarding a Safe Learning Environment.

C. Medina: Several Safe Zones workshops are currently scheduled and more will be scheduled in April and/or May.

Pasadena Police Department personnel will receive Safe Zone Training.

PCC Chief Matchan has been contacted regarding the same.

Few in Safe Zones and C. Olivo met with Pasadena Police Chief Sanchez last week and agreed for safe zone to provide training in their areas. This is perfect timing.

Division input should be received.

A NO vote would mean this is a first read and the resolution would be agendaized at the next Senate meeting. VP Rose assured the group that if the resolution did not pass, it would be on the next agenda. S. Fleming stated that a campus email would be sent out to solicit input to expedite the review process if a second read occurred.

VOTE: ROLLCALL: Motion passes by majority vote (17-9).

President Foster will be asked to send out a faculty email and to reach out to the Board of Trustees.

VOTE: MOTION Passes 17-9

Stephanie will ask than Valerie send out a faculty information email and to reach out to Board of Trustees.

K. Kottaras: It is important everyone voice is heard and PCC is committed to making a safe learning environment.

K. ANNOUNCEMENTS

This date: 2/27/17: There is an ongoing National Day Labor March to Pasadena City Hall in support of the City consider sanctuary and policing resolution.

L. ADJOURN:

MOTION to adjourn made and seconded by M. Dodge and M. Michelson.

VOTE: Approved unanimously.