

Academic Senate
Pasadena Area Community College District

Monday, October 9, 2017 -- Revised 102317
Pasadena City College
Circadian
1570 E. Colorado Boulevard, Pasadena, CA 91106

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| President | Valerie Foster |
| Vice President | Shelagh Rose |
| Secretary | Lynora Rogacs |
| Treasurer | Kathy Kottaras |
| Adjunct Faculty | Beville Constantine (PCA) Erika Ruvell (VAMS) Dwane Christensen (Mathematics) |
| Business | Earlie Douglas |
| Counseling | James Aragon, Myriam Altounji (Alt) |
| DSPS | Rosemary Scott |
| Engineering | Saeed Abedzadeh |
| English | Rob Lee, Tim Melnarik |
| Health Sciences | Blanca Rodriguez, Paula Vento |
| Languages | Melissa Michelson |
| Library | Ken Simon |
| Mathematics | Dan Gallup, Donna Nordstrom, Linda Hintzman |
| Natural Sciences | Martha House, Russ Di Fiori |
| Non Credit | Rhonda Williams |
| Performing and Communication Arts | Rita Gonzales |
| Social Sciences | Bakhtawar Bhadha, Kaitzer Puglia |
| Visual, Media & Performing Arts | Dave Cuatt, Rod Foster, Kris Pilon (Alt) |

Members absent

| | |
|-----------------------------------|--------------------------|
| Business | Dave Evans |
| Health Sciences | Blanca Rodriguez |
| Kinesiology | Terry Stoddard |
| Languages | L. Persaud |
| Mathematics | Peter Castro |
| Performing and Communication Arts | Boglarka Kiss |
| Social Sciences | E.A. Cairó, David Uranga |

Guests

| | |
|---------------------------------------|--------------------------------------|
| President/Superintendent | Dr. Vurdien |
| PCCFA | Mark Whitworth |
| Classified Senate | Graciela Caringella |
| Institutional Effectiveness Committee | Sonya Valentine |
| Student Success Committee: | Michaela Tamayo-Mares & Shelagh Rose |
| Professional Development | Leslie Tirapelle |

A CALL TO ORDER

The meeting was called to order at 3:09 PM by Senate President V. Foster.

B PLEDGE OF ALLEGIANCE led By J Aragon.

C PUBLIC COMMENT None

D SEPTEMBER 25, 2017 MINUTES: Approved as submitted.

E 3:00-4:00 SPECIAL STUDY SESSION ON COURSE COMPLETION RATES: STUDENT PANEL “WHY I DROPPED YOUR CLASS...” Handout provided. [Videotaped]

Opening Remarks: Senate President, Dr. Valerie Foster

Introduction of Student Panel and presentation of their experiences with dropping a class.

Faculty Discussion -- Question & Answer -- Conclusion.

This presentation was videotaped. Additional materials will be provided in an email.

President Foster may be contacted with follow-up about IEPI indicators.

F ACADEMIC SENATE and SHARED GOVERNANCE COMMITTEE REPORTS

F1 Institutional Effectiveness Committee Update and Presentation by Faculty Co-Chair Sonya Valentine.
Handout provided: Program Review Cycle, Trainings, Due Dates and contact information.

F2 Calendar Standing Committee member L. Persaud: There was no quorum at the last meeting. There was discussion on a proposed 2-year calendar. Next meeting October 19, 2017.

F3 Student Success Committee: Michaela Tamayo-Mares & Shelagh Rose
This is a new College Coordinating Council subcommittee (shared governance) that meets on Tuesdays, 1:30-3 in the Library Terrace room. Its main task is to create an integrated plan for the Basic Skills Initiative, the Chancellor's Equity Initiative, and the Student Success Support Program (SSSP).
President Foster's approval signature is requested on the application funding process.
Introduction of the new Equity Director Dr. Michaela Tamayo-Mares. The committee is requesting President's Foster's approval signature on the Chancellor's office funding application for one-time grant for schools to increase success by using the Guided Pathways framework, SSSP, equity initiatives, and strong workforce. The explanation of this funding was read.

MOTION made and seconded by K. Simon and L. Hintzman for approval of the proposed application process.

MOTION to extend discussion by 5 minutes made and seconded by R. Lee and B. Constantine

K. Puglia asked whether every division has representation on committee. S. Rose responded that as a shared governance committee, it does not. But there are two representatives from Social Sciences.

VOTE: Unanimously approved.

The Committee is comprised of representatives from all Basic Skills areas and is in consultation with the work group for the application process.

VOTE on MOTION: Approved by majority vote. Abstention: K. Puglia.

G CONSTITUENCY REPORTS

G1 PCCFA Report: M. Whitworth. PCCFA went back into negotiations this afternoon. A salary proposal will be presented at the next meeting. Sabbatical MOU information was discussed. A general membership lunch meeting is scheduled this Thursday (Oct. 12) 12pm.

G2 Adjunct Faculty Report: None

G3 Classified Senate: None

G4 Associated Students: None

G5 Administration/Management Association: None

H ACADEMIC SENATE OFFICER'S REPORTS

H1 President's Report: None

H2 Vice President's Report: None

H3 Secretary's Report: None

H4 Treasurer's Report: None

I EXECUTIVE COMMITTEE RECOMMENDATIONS Shared Governance Committees

I1 Approve Melissa Anderson (Natural Sciences) to the Accreditation Standing Committee.

I2 Approve Margaret Boles (Mathematics), Myriam Altounji (Counseling), Akilah Brown (English) & Charlene Potter (Languages & ESL) to the Student Success Committee.

I3 Approve Masood Kamandy (VAMs) to be chair of the District Technology Committee.

VOTE on MOTION 2: Approved by majority. Abstention: M. Michelson

MOTION made and seconded by L. Hintzman and R. Lee approving I1-I3.

EXECUTIVE COMMITTEE RECOMMENDATIONS Senate Subcommittees

MOTION made and seconded by L. Rogacs and R. Foster to add an additional Executive Committee item (J5) to the agenda, approving J. Kiotas as an alternative representative of Social Sciences to replace L. Rogacs on the Faculty Hiring and Priorities Committee.

Discussion: President Foster said this request came in after the Executive Committee approved today's agenda. It is a timely matter because Full-Time Faculty Hiring application deadline is Oct. 13 and the committee will begin its application review right after. Divisions decide on their committee representative selection process.

J1 Approve Barbara Kissel (Health Sciences) to be chair of the CTE Committee.

J2 Approve Myriam Altounji (Counseling) to be chair of the Educational Policies Committee.

J3 Approve Mariela Baldo (Non-credit) to the Learning Assessment Committee.

J4 Approve Evangelina Quintanar (Counseling), Deborah Bird (VAMS), & Brian Pagan (Non-credit) to the Faculty Hiring Priorities Committee.

J5 Approve J. Kiotas alternative representative for L. Rogacs to the Faculty Hiring and Priorities Committee.

MOTION made and seconded by J. Aragon and L. Hintzman approving J1-J5.

VOTE: Approved by majority vote. Abstention: M. Michelson.

K EXECUTIVE COMMITTEE RECOMMENDATIONS (Hiring Committees)

K1 Approve Richard Beyer (Counseling) and Patti D'Orange Martin (Counseling) to the Intermediate Clerk II – Special Services hiring committee.

K2 Approve Dan Raddon (Business) and Wendy Lucko (E&T) to the Development Manager hiring committee.

MOTION made and seconded by L. Hintzman and M. Altounji approving K1 and K2.

VOTE: Approved unanimously

L OLD BUSINESS

L1 Approve the Basic Skills Initiative report: Linda Hintzman

MOTION made and seconded by D. Nordstrom and E. Douglas approving L1.

VOTE: Unanimously approved.

L2 Approve revisions to Bylaws Article 7: David Cuatt

MOTION made and seconded by L. Hintzman and D. Nordstrom approving Item L2.

D. Cuatt:

Information to be provided: Request to capitalize two words in Article 7.

Article 6: request received to agendaize review and discussion on next agenda.

Referred to reference from last senate meeting to clarify wording in Article 8.5.

D. Cuatt: The Bylaws Committee feels that the Senate did not follow the selection process for filling the Academic Senate chair vacancy at the 092517 Senate Board Meeting; President Foster: discussion unrelated to motion to approve Item L2, thus out-of-order.

VOTE on MOTION: Approved Unanimously.

President Foster: Request to agendaize review a revised Article 6 was acknowledged.

M. Michelson: The Bylaws Committee needs additional members.

M NEW BUSINESS

M1 AP 4011 FLEX Calendar: Valerie Foster and L. Tirapelle.

Presentation of M1 for review and discussion.

This item will be revisited for a second read on November 6 to allow time for division meetings and discussion.

Power Point Presentation: Purpose of Flex

- Chancellor's office allows up to 15 paid FLEX days to be designated for professional development activities for faculty and staff
- Title 5 states that activities may include a wide range of activities [and many in lieu activities]
- Benefits of FLEX
- The # of FLEX hours and when they are scheduled is a local decision.
- FLEX Committee recommendations. [recommends 5 FLEX days = 35 FLEX hrs) Three would be start of fall and two proposed to begin in spring. Start date is arbitrary.

Faculty currently take part in many of the "in lieu" activities.

FLEX Advisory Committee membership: L. Tirapelle, Dyan Miller, G. Caringella, Katina Williams, V. Foster, S. Rose, S. Bower (in consultation with the Office of Instruction and Student Services).

The FLEX coordinator's position is required by the Chancellor's office for all colleges. Salary is determined by the Office of Instruction.

Discussion:

FLEX Committee to post a full option of FLEX activities which would meet faculty needs by June 18th.

A California Community College survey lists an average of five days for FLEX hours.

A FLEX day activities catalog/handbook would need to be developed.

There are systems available to support the management of FLEX hours.

FLEX time is separate from teaching and the language of what cannot fall under FLEX needs to be clarified.

Concern and disagreement received from the floor with having a 5 day FLEX day schedule.

The FA's approval of the Flex AP was not obtained prior to Senate review.

Decision to schedule FLEX days falls under the Senate's purview.

MOTON made and seconded by T. Stoddard and K. Puglia to extend discussion five minutes.

VOTE: Approved unanimously.

FLEX day standards are not lowering the college.

FLEX discussion should be faculty driven and it will impact work association areas.

Concerns received about the number of FLEX days and instruction days, the number of FLEX coordinators, the coordinator position, the need for an approved list of “in lieu” activities, and the way the AP was delivered to faculty.

N **ANNOUNCEMENTS: None**

M. **ADJOURN:** Motion made and seconded by M. Michelson and D. Nordstrom.

VOTE: Unanimously approved.