

Academic Senate
Pasadena Area Community College District

Monday, October 23, 2017
Pasadena City College
Circadian
1570 E. Colorado Boulevard, Pasadena, CA 91106

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
Kinesiology	Terry Stoddard
Languages	L. Persaud
Mathematics	Peter Castro
Social Sciences	David Uranga, Kaitzer Puglia, David Uranga
Languages	Loknath Persaud, 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, Boglarka Kiss
Visual, Media & Performing Arts	Dave Cuatt, Rod Foster, Kris Pilon (Alt) Peter Castro Mary Erin Crook

Members absent

Health Sciences	Blanca Rodriguez
Social Sciences	Bakhtawar Bhadha, E.A. Cairó

Guests

Assistant Superintendent/VP	Dr. Terry Giugni Dr. Cynthia Olivo
PCCFA	Mark Whitworth
Director, Student Equity	Dr. Michaela Mares

A **CALL TO ORDER:** The meeting was called to order at 3:01

B PLEDGE OF ALLEGIANCE led by Donna Nordstrom.

C PUBLIC COMMENT: None

President Foster read a statement of acknowledgement about the tragic loss of a former PCC student on Oct. 11. To date, the family has not given permission to release this individual's name.

A thank you was extended to those areas that organized multiple opportunities for remembrance and sharing.

On Friday, November 3, 9-10:30am there will be formal training on suicide prevention in Creveling Lounge.

Health & Wellness will provide a session on skills to use in the classroom and everyday lives to understand the warning signs for suicide and to learn steps and tactics for assistance in this area. This information is to be shared within the divisions.

D OCTOBER 9, 2017 MINUTES:

Approved as submitted with friendly amendment from D. Cuatt to L.2 to read:

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: Approved by majority vote. Abstention: B. Kiss

E ACADEMIC SENATE and SHARED GOVERNANCE COMMITTEE REPORTS

1. Mark Whitworth: Calendar Standing Committee

The Committee is looking at a two year calendar which is basically based on what we currently have. Due to a lack of quorum, a calendar was not voted on. Tentative Calendar Discussion: To have a designated convocation day the Friday before the start of fall session; two embedded FLEX days with one in October and one in March; summer will begin on Wednesday both years; and both winters begin on Monday after returning from winter/spring break. Next meeting will be November 9 with a possible meeting on November 16.

F CONSTITUENCY REPORTS

F1 PCCFA Report: M. Whitworth.

Negotiations will begin as soon as possible. Attended the CCCI Conference (for all

independent union schools in California that are not part of CTA or CFT). Information will be forthcoming.

According ACJC SLOs can no longer be used as faculty evaluation tools. PCC's SLO/MOU assures there is no impact to faculty evaluation.

F2 Adjunct Faculty Report: None

F3 Classified Senate: None

F4 Associated Students: None

F5 Administration/Management Association: None

G ACADEMIC SENATE OFFICER'S REPORTS: None

H EXECUTIVE COMMITTEE RECOMMENDATIONS Senate sub-committees

H1 Approve Lynora Rogacs (Social Sciences) to the Rules and Bylaws Committee

MOTION made and seconded by D. Cuatt and K. Simon approving Item H1.

VOTE: Approved by majority vote. Abstention: L. Rogacs

I EXECUTIVE COMMITTEE RECOMMENDATIONS (Shared Governance Committees)

I1 Approve Ana Ramos (Counseling to the Enrollment Management Committee)

MOTION made and seconded by R. Foster and L. Hintzman approving Item I1.

VOTE: Approved Unanimously.

J EXECUTIVE COMMITTEE RECOMMENDATIONS (Hiring Committees)

J1 Approve Kathleen Hogue (Mathematics) and Sharon Bober (Mathematics) to the Executive Director, ITS hiring committee.

J2 Approve Taleen Seropian (Counseling), Lynora Rogacs (Social Sciences), and Tammy Knott-Silva (Kinesiology) to the Dean, Instructional Support hiring committee.

J3 Approve Terry Stoddard (Kinesiology) to the Executive Director, Facilities hiring committee.

MOTION made and seconded by R. Foster and D. Nordstrom approving Items J1-J3.

VOTE: Approved unanimously.

K NEW BUSINESS: For clarification, 10+1 areas are indicated within the titles of Items K1-K5 below.

K1 Academic & Professional Matter #7- Approve Midterm Report: Lynora Rogacs

L. Rogacs thanked C. Kollross for stepping into the role of the Accreditation Liaison officer position vacated by Dr. K. Scott, and the Accreditation Standing Committee. Grammatical /stylistic changes can be made by Lynora or Crystal. This item will be reviewed by the Senate at one more meeting. The Classified Senate will receive it for a first-read review on November 1st. It has to be received by College Council at its December 14 meeting. The ACCJC no longer requires an extensive accounting on response to recommendations to meet standards. They are briefly mentioned in the mid-term.

Dr. Olivo was thanked for her input into response to recommendation for improvement (recommendation 9). Approximately the first 37 pages of this report discuss the 47 actionable improvement items that were identified in the College's Self Evaluation Study of 2014. The remainder of the report is response to recommendations, followed by an analysis of three-year's worth of data previously submitted to ACCJC. In the information emailed to the Senator's, the evidence links are not currently active.

Once approved, the report will be posted on the accreditation website, but the files and evidence associated will not be posted. Questions may be forwarded to L. Rogacs.

K2 Academic & Professional Matter #8- Approve Forum(s) to Discuss Flex AP 4011

Kathy Kottaras read a statement in support of scheduling two forums for faculty to discuss information for review and input on FLEX days, the history of FLEX, Chancellor's guidelines as well as intention of the AP before its adoption.

MOTION made and seconded by K. Kottaras and L. Hintzman to approve the scheduling of two forums on Thursday, Oct. 26, 12pm-1:30pm, and Monday, Oct. 30, 3pm-4:30pm.

There will be a second read by the Senate November 9. If necessary a special meeting can be called.

A Calendar Committee vote has to be taken by the end of the year to designate the FLEX days.

The forums will be open to all faculty.

MOTION to extend discussion 5 mins MSP by D. Nordstrom and B. Constantine.

VOTE: Approved.

Discussion: Following a recommendation from the floor, K. Kottaras agreed to change forum dates.

Forum Date Changes:

- ~~From October 26~~ To: Monday, Oct. 30 3-4:30pm Room: Circadian*
- ~~From October 30~~ To: Thursday, Nov. 2 ~~12-1:30pm~~ 12-1pm* Room: C333*

*Rooms and Times verified by Judy with Campus Use 10/24/17

FLEX Survey [Handout Input]

The 0-1 Flex Day option can be "lifted out"

Intent is for the survey to go to both FT/Adj faculty.

FAQs should note that flexible FLEX days are not part of the instructional days.

S. Rose added flexible FLEX days would probably be while instructors are teaching and on campus days would be when there is no instruction and everyone is available to attend. Faculty is being asked for input. Survey Information and additional input would be discussed and responded to at the Forums

MOTION to extend discussion by five minutes made and seconded by B. Rodriguez and S. Abedzadeh.

VOTE: Approved unanimously.

Three faculty responded to an email R. Foster sent out regard FLEX: One was positive and two were negative. Approximately 85% of VAMS faculty responded to a survey by K. Pilon noting they wanted 2 FLEX days and wanted FLEX days to be used for administrative business, departmental planning, SLOs, improvement for teaching, etc.

Matters of negotiation would include working conditions, or matters affecting working conditions, how faculty would be compensated and “in-lieu activities”.

President Foster: The AP will need to designate between on-campus days and all flex activities. An in lieu component will need to be created.

MOTION to extend discussion two minutes made and seconded by R. Lee and K. Puglia.

VOTE: Approved unanimously.

Question: Are Adjunct faculty only required to participate if FLEX falls on a day they are teaching a class?

President Foster: This would not be possible for flexible FLEX day.

M. Whitworth: Compensation for adjunct faculty would have to be negotiated

VOTE on **MOTION** approving Forum: Approved by majority vote. No: D. Cuatt Abstain: M. Michelson

K3 Academic & Professional Matter #5- Approve 2017-2019 Student Success Integrated Plan:

Presenters: Shelagh Rose and Michaela Mares

Agenda Materials:

Integrated Budget Template: BSI, Student Equity, and SSSP for fiscal reporting period July 1, 2017 – June 30, 2018

2017-19 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program

Student Equity at PCC: Executive Summary, 2017-2019

Condensed Overview: Background of BSI Student Equity & Student Success and Support Program.

- Background on BSI, Student Equity and SSSP
- Creating the Integrated Plan (combine Basic Skills, Equity, and SSSP) is responsibility of Student Success Planning Committee
- Integrated Student Success Goals

MOTION made and seconded by K. Puglia and M. Michelson to extend discussion ten minutes.

VOTE: Approved unanimously.

Discussion:

The goals coming from the Chancellor’s office are more ambitious.

College participation and input has been very supportive.

Due date for this plan is December 15, 2017.

Provide Equity PD

Collaborate with high schools and other community partners to increase college and job readiness.

Decrease achievement gaps by 4% for disproportionately impacted groups (which doubles our current rate of closing achievement gaps).

Could members of disproportionately impacted groups be better represented in hiring practices?

Would like to see closing gaps in other areas such as Social Sciences.

Various student workshops and activities are funded from student equity.

Input is welcomed.

This item is a First Read. A motion will not be presented until the next Senate meeting.

K4 Academic & Professional Matter #6- Collegial Consultation for Endorsement of the Faculty Division Chair Model:
Terry Giugni & Stephanie Fleming

Presentation/Review:

- Document Title: PACCD Faculty Division Chairs
- Draft document is reflective of feedback gathered in more recent Senate discussions, which have taken place over 3 years, and from two specific sessions of individuals currently doing this kind of work in their divisions on campus.
- Document Areas: Rationale and Purpose; Faculty Division Chair Representative Duties; Compensation (to be determined in consultation with PCCFA); Eligibility and Selection Process; Evaluation Process; Resignation and Removal.
- A formula/model would be developed for allocation of reassigned time and stipends for each division to compensate those doing this work would be coupled with local conversation between the dean and faculty to determine how the model would be used and the number of individuals needed to do work.
- The Senators were encouraged to share this document within their areas for review and input which can be forwarded to both Dr. Giugni and S. Fleming before the November 6 Senate meeting. The document will then have to move to the negotiations stage for discussion of eligibility and selection, evaluation, working conditions and compensation, resignation and removal.

Dr. Vurdien's expects to have the District, Senate and Association to all be in agreement with a model by December 6, 2017 to move forward.

Various factors being taken in to consideration for this process include, CTE and non CTE programs, significant workloads, associated budgets, and personnel requirements.

MOTION made and seconded by M. Michelson and D. Nordstrom to extend discussion 15 mins.

VOTE: Approved unanimously.

Pending: Development of a formula; an analysis of what is being replaced and compensation cost.

Recommendations Received by the Presenters include:

B. Constantine recommended having at least one adjunct faculty be included in the selection process.

M. Whitworth recommended the need for clarity evaluation process wording

R. DiFiori: To have a feedback evaluation cycle for the whole process

M.E. Crook: Chairs should be elected only by faculty, without deans rejecting nominees for any reason other than unsatisfactory status.

K. Puglia to submit revision requests (2.1m)

Division Dean Duties: S. Fleming explained there is not a comprehensive list of division dean's duties, since such duties change or expand.

MOTION made and seconded by S. Abedzadeh and T. Stoddard to extend discussion 10 minutes.

VOTE: Approved unanimously.

Recommendation:

To clarify the wording in 4.1 (reference to Eligibility)

M. House: suggested to email coordinators in respective Senators' areas who are currently handling referenced duties for a better understanding.

The grievance process in the contract would be available to faculty in these positions.

S. Fleming and Dr. Giugni may be contacted to answer questions within the divisions.

K5 Academic & Professional Matters #5- Discussion of IEPI Indicator, Course Completion: Valerie Foster Handout

One to six-year goals have to be created for the list of college success factors submitted to the Chancellor's office in the spring.

Today's follow-up is to ask the Senators how they would like to proceed through faculty-guided discussion.

Thoughts about the Student Panel

Thoughts about IEPI Indicators

- Completion rate college prepared
- Completion rate unprepared
- Completion rate overall
- Successful course completion
- CTE rate
- Completion of Degrees.....

Comments:

R. DiFiori: We need more years of data, and data from other colleges so we have the ability to engage in a comparative analysis

T. Melnarik suggested having more Student Panels on a variety of topics

L. Hintzman to provide President Foster with her Student Panel notes which will be reviewed by the Research Office for qualitative data analysis.

The Student Panel participants were chosen randomly from 800 students who had dropped.

Having more students on the panel or having an anonymous survey of all students who dropped could be helpful.

N ANNOUNCEMENTS:

Vice President Rose:

Free admission up to Oct. 28 and 29 to Huntington Library for students, staff, and faculty (includes 1 guest)

Pathways Student Conference is November 14, 12PM-1PM for approximately 2500 first-year students who will be presenting their research. Judges for faculty, staff and administrators to judge posters during this time is needed.

President Foster

Krista Goguen's Lancer Pantry email will be emailed to the Senators this Tuesday.

D. Cuatt:

Has free copies of "Know Your Rights" posters in both English and Spanish.

M. **ADJOURN:** Motion made and seconded by

VOTE: Unanimously approved.