

Academic Senate  
Pasadena Area Community College District

Monday, November 6, 2017 -- Revised (pp. 2 & 5) 11/13/17  
Pasadena City College  
Circadian  
1570 E. Colorado Boulevard, Pasadena, CA 91106

President	Rita Gonzales
Vice President	Valerie Foster
Secretary	Shelagh Rose
Treasurer	Lynora Rogacs
Adjunct Faculty	Kathy Kottaras
	Beville Constantine (PCA)
	Erika Ruvell (VAMS)
	Dwane Christensen (Mathematics)
Business	Dave Evans, Earlie Douglas
Counseling	James Aragon, Myriam Altounji
DSPS	Rosemary Scott
Engineering	Saeed Abedzadeh
English	Rob Lee, Tim Melnarik
Health Sciences	Blanca Rodriguez, Paula Vento
Kinesiology	Terry Stoddard
Social Sciences	David Uranga, Kaitzer Puglia, EA Cairó
Languages	Loknath Persaud, Melissa Michelson, Mary Erin Crook (Alt)
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, Kris Pilon (Alt)

**Members absent**

Health Sciences	Paula Vento
Natural Sciences	Peter Castro
Social Sciences	Bakhtawar Bhadha,
Visual, Media & Performing Arts	Rod Foster

**Guests**

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

A      **CALL TO ORDER:** The meeting was called to order at 3:02

**B** PLEDGE OF ALLEGIANCE led by T. Stoddard.

**C** PUBLIC COMMENT: None.

**D** OCTOBER 23, 2017 MINUTES: Approved. As submitted with no objections.

**E** SPECIAL GUESTS

1. Elaine Cartas, Foundation. This year's Giving Tuesday will be held November 28, 11am-2pm for employees and staff. Campus divisions, departments and areas are encouraged to participate by setting up fundraising game booths to raise monies for the Foundation's non-profit funds, which includes the Academic Senate Scholarship and the Academic Senate Student Assistance Fund. This is a fun way to give back. A "free food" form will be provided next week in the Giving Tuesday Handbook. The Senators were encouraged by President Foster to volunteer their assistance. The Academic Senate has two accounts which accept donations: AS Scholarships, and the Student Assistance Fund.

2. Arineh Arzoumanian, CTE Liaison: To be scheduled for the November 13 Special Academic Senate Board Meeting.

**F** ACADEMIC SENATE and SHARED GOVERNANCE COMMITTEE REPORTS

1. Mark Whitworth: The next Calendar Standing Committee meeting dates are November 9 and tentatively for next **Tuesday, November 14<sup>th</sup>** ~~Thursday, November 16<sup>th</sup>~~.

**G** CONSTITUENCY REPORTS

F1 PCCFA Report: M. Whitworth. The PCCFA will be negotiating November 7. A general meeting is scheduled on Thursday, November 9. The two lead negotiators are Suzanne Anderson and Mary Erin Crook. One of the two administrative team members is Dr. Storti.

F2 Adjunct Faculty Report: No Report

F3 Classified Senate: No Report

F4 Associated Students: No Report.

F5 Administration/Management Association: No Report.

**H** ACADEMIC SENATE OFFICER'S REPORTS:

**H1** President's Report:

Mission Statement Forums: The Senators were encouraged to attend one or several of the upcoming Mission forums which will provide opportunity for feedback. Planning and Priorities has decided that before discussing the strategic plan and how to meet goals, the mission statements needs to be updated. Forum dates:

- **Tuesday, Nov. 7**, noon to 1 p.m.: Rosemead Campus, Room 106
- **Tuesday, Nov. 14**, noon to 1 p.m.: Colorado Campus, Creveling Lounge
- **Tuesday, Nov. 28**, noon to 1 p.m.: Foothill Campus, CEC-220
- **Thursday, Nov. 30**: noon to 1 p.m.: Colorado Campus, Creveling Lounge

ASCCC Fall Plenary: Attended by President Foster. Approximately 50 resolutions were discussed/passed. This information will be forwarded to the Senators once it is posted to the ASCCC website. The Senators were asked to consider discussion of future State Senate resolutions that would impact our Senate areas within the Senate.

**H2** Vice President's Report: S. Rose: One of her duties is to finds faculty to service on hiring committees for faculty, management, administrative, and classified positions. Senate volunteers were received from the floor this date in response to an urgent need for faculty representatives for the following two committees. (See Item I)

- H3 **Secretary's Report:** None.
- H4 **Treasurer's Report:** K. Kottaras: Total Expenses since 091517 is \$115.95. Senate account balance questions may be forwarded to K. Kottaras.
- I **SENATE BOARD RECOMMENDATIONS (Hiring Committees)**  
Volunteers received from the floor:
- I1 Director of Enterprise Applications Services (ITS): Martha House, Myriam Altounji
- I2 Controller for Fiscal Services: Melissa Anderson

Currently trained EEO faculty will be e-mailed a request asking if they are OK with S. Rose soliciting additional faculty for this list.

**MOTION** made and seconded by D. Nordstrom and K. Simon for the following item to be added to the agenda: approval of the appointment of M. Altounji and M. House to serve on the Director of Enterprise Applications Services Hiring Committee.

**FRIENDLY AMENDMENT** to add to the above-referenced committee volunteers:

Director of Enterprise Applications Services (ITS): Terry Stoddard

Controller for Fiscal Services: K. Puglia

**VOTE on MOTION and FRIENDLY AMENDMENT:** Approved unanimously.

Question: In response to B. Constantine, S. Rose said she will look up to see if adjunct faculty can sit on these hiring committees.

**MOTION** to APPROVE ITEMS I1 AND I2 made and seconded by K. Puglia and L. Hintzman.

**VOTE:** Approved unanimously.

- J **EXECUTIVE COMMITTEE RECOMMENDATIONS** Senate sub-committees (now item J)
1. Approve Martha House (Natural Sciences) to the Equivalency Committee.
  2. Approve Tracy Sachtjen (Social Sciences) to the Faculty Rank Committee.
  3. Approve David Cuatt (VAMS) to the Shared Governance Committee.
  4. Approve Cara Buress-Jones as the Natural Sciences representative, Curriculum and Instruction Committee.
- MOTION** made and second by D. Uranga and D. Nordstrom approving agenda Items J1-J4.
- VOTE:** Approved Unanimously.

K. **OLD BUSINESS:**

1. Academic & Professional Matter #7- Approve Midterm Report, 2nd read: Lynora Rogacs & Crystal Kollross

**MOTION** made and seconded by D. Uranga and K. Puglia approving K1.

**VOTE:** Approved by majority. 1 Abstention: L. Rogacs.

2. Academic & Professional Matter #5- Approve 2017-2019 Student Success Integrated Plan, 2nd read: Shelagh Rose and Michaela Mares (to be rescheduled for November 13)

3. Academic & Professional Matter #8- FLEX Calendar AP 4011, 2nd read: Valerie Foster i. Approve Section 2a  
ii. Approve Section 2a i-iii (5 minutes)  
iii. Approve Section 3b i (5 minutes)  
iv. Approve Section 3b iii (5 minutes)  
v. Approve all remaining sections of the FLEX Calendar AP 4011 (10 minutes)

This second read was scheduled following faculty review, and Senate survey data feedback.  
Presentation made on AP 4011, its revisions and area analysis.

1. Purpose of Flex
2. FLEX hours obligation
3. FLEX programming
4. FLX obligation tracking
5. FLEX advisory committee membership
6. FLEX coordinator duties
7. FLEX advisory committee change

**MOTION** to approve AP4011 2a for 3 days of FLEX made and seconded by M. House and R. DiFiori.

- FLEX schedule paperwork to be provided to the Chancellor's office every June.
- Additional VAMS survey information received from K. Pilon.

**FRIENDLY AMENDMENT** to reduce number of FLEX days to one made by K. Pilon.

**NOT ACCEPTED** by President Foster. She would accept a FRIENDLY AMENDMENT to go down to 2.

Concern from the floor received about the President's right to accept or not accept a Friendly Amendment.

- Highest percentage of survey respondents indicated FLEX should be 2 days

**AMENDMENT:** moved and seconded by K. Pilon and D. Cuatt.

To reduce the number of FLEX days from three to 1.

- Math does not support FLEX days in middle of semester.
- Request received from floor to write the reference to hours worked in more general terms.
- Math prefers the scheduling of FLEX activities preferably at the beginning of the semester.
- Based upon the Chancellor's category guidelines, Faculty would be paid for flexible FLEX hours.
- In Lieu opportunities provides flexibility.
- This document is a "living document" than can be changed and the Senate would decide the FLEX day component.

**CALL TO QUESTION:** amendment to change the number of FLEX days from 3 to 1

made and seconded by: R. DiFiori and M. House **No: T. Melnarik, D. Gallup and D. Nordstrom.**

**VOTE:** Approved by majority.

**VOTE on AMENDMENT to 2a** to change number of FLEX days from 3 to 1,

**MOTION FAILS: ROLL CALL: YES: 10 NO: 19 Abstention: 1**

**FRIENDLY AMENDMENT: (2.a)** to reduce FLEX days from 3 to 2 (14 hrs) made and seconded by M. House and K. Puglia.

**AMENDMENT ACCEPTED** by President Foster.

- Elimination of a FLEX day requires discussion.
- Negotiations required for other than 14 FLEX hours.
- Requested that the union have the right to change the hours.

**FRIENDLY AMENDMENT** made by EA Cairo and accepted by President Foster to add to the language "14 hours or as negotiated by the union. "

**MOTION** made by D. Cuatt to remove the hours' references. No Second.

- The Senate is advocating for more Professional Development.
- Recommendation from floor for number of hours to be determined by union contract.
- Reference to the number of hours provides clarification for faculty.

**VOTE** on motion approving reduction of FLEX days from 3 to 2 with a full-time faculty obligation of 14 hours or as negotiated by the union which would equal to 2 FLEX days.

**MOTION** approved: Aye: Majority No. D. Cuatt, K. Pilon, M. E. Crook Abstention: E. Ruvell

**MOTION APPROVING 2a i, ii and iii** made and seconded by M. House and R. DiFiori.

- 2.a.iii will be removed.
- 2.a.i word change: One day ~~will~~ can be schedule during the . . . “

**FRIENDLY AMENDMENT** from L. Hintzman and seconded by D. Gallup for 2.a.i to read one day to be scheduled before the start of fall semester and for spring to be scheduled during semester.

- To count a Friday or Thursday as part of FLEX, would require the contract start date begins on one of these days. The contract cannot be extended.
- Faculty may accrue FLEX hours on days other than designated.
- L. Hintzman said her motion would not require the cancelling Monday of the first week but to schedule it on a Friday, Thursday, or Saturday before the start of classes.
- FLEX credit cannot be received for days taken before the semester begins.
- FLEX day schedule is to be submitted to the Chancellor's office.

Dr. Giugni: Collection of any apportionment for a week, would require at least three days of instruction during the week. Proposal is to begin scheduling FLEX days before the start of fall.

APs do not get referred to the calendar committee.

The Calendar Committee will meet November 9<sup>th</sup> and 14<sup>th</sup> before College Council review and approval on November 16 before going to the Board.

**MOTION made by D. Cuatt** to refer items 2 a. i, ii, iii to the Calendar committee for their expertise. **(Motion out of order, since another motion is already on the floor)**

**CALL FOR THE QUESTION** made and seconded by R. DiFiori and T. Stoddard.

**AMENDMENT RESTATED by M. E. Crook:** For 2. a. i to read that one FLEX day will be scheduled before fall classes meet.

This day will be chosen by the Calendar Committee.

**MOTION PASSES:** ROLL CALL: YES: 16 NO: 14

- Faculty do not have to attend scheduled FLEX day activities if they perform their FLEX obligations in other ways.

**MOTION to approve 3.b.i: made and seconded by R. DiFiori and L. Hintzman.**

**POINT OF ORDER:** D. Cuatt questioned action on his proposal to refer 2 a. i, ii and iii to the Calendar Committee.

Senate Executives noted previous motion passed, including referring the scheduling of the FLEX day to Calendar Committee. Item 2.a.i will be presented to the Calendar Committee.

**VOTE ON MOTION:** Approved by majority vote.

**MOTION to approve 3b iii made and seconded by M. House and L. Hintzman**

M.House: Questioned checking of in lieu activities by adjunct faculty.

Clarification of Title 5 guideless will be presented to the Senate for review and clarification.

**VOTE: Approved by majority vote. No: 1 (ME Crook)**

Flexible Flex Hours for adjunct faculty would be a negotiable matter.

Having an equity director under Flex Advisory Committee Membership would provide an increase in communication.

**FRIENDLY AMENDMENT1:** From M. House and Accepted by President Foster

To add a 2yr term assignment for the FLEX coordinator and the members of the Faculty Development Committee serving on the FLEX Advisory Committee will rotate on 2-year cycles.

K. Pilon requested the removal of 6a wording "...classified-staff or Manager may fulfill this role." because FLEX is primarily a faculty responsibility. The current language is not a suggestion but recommended by the Chancellor's office. The committee membership is faculty-heavy.

FLEX Coordinator: This position is flown across campus.

**FRIENDLY AMENDMENT2 to 5 b. ii** made by M.E. Crook and accepted by President Foster

For the FLEX Coordinator hiring committee membership to be comprised of one Academic Senate Executive Committee member, one Faculty Development Committee member, and two faculty at-large.

**VOTE on FRIENDLY AMENDMENTS 1 and 2: Unanimously approved.**

**TOTAL MOTION(S) TO EXTEND DISCUSSION: 14**

**AN EMERGENCY MEETING WILL BE CALLED, MONDAY, NOV. 13, 2017 3PM [Circadian]**

L. ADJOURN: Motion made and seconded by L. Hintzman and R. Lee.

VOTE: Unanimously approved.