

Academic Senate  
Pasadena Area Community College District

Monday, November 20, 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)

Counseling	James Aragon, Myriam Altounji (Alt)
Engineering	Saeed Abedzadeh
English	Rob Lee, Tim Melnarik
Kinesiology	Terry Stoddard
Languages	Locknath Persaud, Melissa. Michelson
Mathematics	Peter Castro, Dan Gallup
Social Sciences	David Uranga, Kaitzer Puglia
Languages	Loknath Persaud
Library	Krista Goguen
Mathematics	Dan Gallup, Donna Nordstrom, Linda Hintzman
Natural Sciences	Veronica Jaramillo, Peter Castro
Performing and Communication Arts	Rita Gonzales, Boglarka Kiss
Visual, Media & Performing Arts	Dave Cuatt, Rod Foster,

**Members absent**

Business	Earlie Douglas
DSPS	Rosemary Scott
Health Sciences	Blanca Rodriguez, Paula Vento
Library	Ken Simon
Natural Sciences	Martha House, Russ Di Fiori
Social Sciences	Bakhtawar Bhadha, E.A. Cairó
Visual, Media & Performing Arts	Mary Erin Crook
Non Credit	Rhonda Williams

**Guests**

Assistant Superintendent/VP	Dr. Terry Giugni PCCFA Mark Whitworth
Counseling	Armando Duran
Early Alert	Lily Tran, Ingrid Arana,
English, Dean:	Isla Ocegueda
Learning Assessment Committee	Melissa Anderson
Math	Dean Carrie Starbird

- A CALL TO ORDER:** The meeting was called to order at 3:04
- B PLEDGE OF ALLEGIANCE** led by T. Stoddard
- C PUBLIC COMMENT**  
Samantha Manuel (Adj/CEC) addressed the need for a division coordinator for Cosmetology to oversee scheduling.  
Katelyn Cunningham (Adj/English): English Adjunct faculty urges a vote for Option A for endorsement of the Faculty Division Chair model.
- D NOVEMBER 13, 2017 MINUTES:** approved as submitted without objection.
- E SPECIAL GUESTS: Lily Tran, Ingrid Arana**  
Presentation: Early Alert PowerPoint and discussion regarding pilot teams, updates, observation, feedback and ways to get involved. Group or one-on-one training sessions will be provided for any interested instructor(s).  
**MOTION** to extend discussion by five minutes made and seconded by L. Persaud and B. Constantine.  
**VOTE:** Approved  
The Early Alert program ([EarlyAlert@pasadena.edu](mailto:EarlyAlert@pasadena.edu)) is on Starfish platform and is best used by students and instructors through Canvas.
- F ACADEMIC SENATE and SHARED GOVERNANCE COMMITTEE REPORTS**
1. Mark Whitworth: Calendar Standing Committee  
Review of 2018-2019 and 2019-2020 campus calendars, approved by the Board of trustees on Nov. 15, 2017.
- F2 D. Cuatt: Elections and Nominations Committee:  
Handout review: Spring 2018 Academic Senate Elections Committee Timeline. Timeline of elections will be moved up one week to allow elected members to attend Senate Plenary in Spring 2018.  
**MOTION** made and seconded for approval by R. Foster and Linda Hintzman.  
**VOTE:** Approved unanimously.
- F3 Melissa Anderson: Learning Assessment Committee Report Presentation:  
Review of Fall 2017 LAC Survey.  
The survey was sent to all faculty.  
Pending: Assessment of adjunct instructor responses.  
Financial (stipend funding) and administrative factors can affect adjunct assessment processes.  
Results: 55% of FTF (particularly those who have worked at PCC less than 10 years) want more scheduled time to collaborate with colleagues regarding SLOs and assessment. The top 3 impediments to meaningful SLO assessment: #1 no time; #2 not enough time to collaborate; #3 difficulty using eLumen. Faculty who have worked at PCC less than 10 years are more likely to make changes to assignments and pedagogy based on SLO assessment results than faculty working at PCC more than 10 years. M. Anderson and the LAC will follow up with more specific questions posed to those faculty who volunteered to be contacted specifically.  
  
**MOTION** to extend discussion by five minutes made and seconded by R. Lee and Linda Hintzman.  
**VOTE:** Approved unanimously.  
**MOTION** to extend discussion by five minutes made and seconded by P. Castro and R. Lee.  
**VOTE:** Approved unanimously.  
**MOTION** to extend discussion by five minutes made and seconded by T. Stoddard and R. Lee.  
**VOTE:** Approved unanimously.
- F4 Valerie Foster: Faculty Development Committee  
Travel/Conference Handout: Faculty conference travel budget / allocation update presented for review.

Formal Senate approval would be requested following presentation of a more substantial proposal of this reciprocal learning experience.

Presentation points included Faculty Development Committee information on proposed Faculty Mentor Program; a target application process start date: Spring 2018; mentor and mentee model development, application process, trainings, compensation models, web set-up, and meetings.

Point of Information: M. Michelson asked when the senate will be getting a new parliamentarian.

President Foster: Stipend funding has been secured and confirmation of an interested faculty is pending.

## **G CONSTITUENCY REPORTS**

F1 PCCFA Report: M. Whitworth. None

F2 Adjunct Faculty Report: B. Constantine. The Adjunct Faculty Committee lost their chair this semester and anticipate on being more active in spring 2018.

F3 Classified Senate: None

F4 Associated Students: None

F5 Administration/Management Association: None

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

H1 President's Report: Dr. Valerie Foster

College Council Discussion Points:

- o Financial Aid Funding to be made available for DACA Students (Approximately \$750 per semester)
- o Lancer Pantry Foodbank is receiving over \$50,000 to stock its shelves. Foodbank now has a refrigerator.
- o Board of Trustees has selected the firm of Collaborative Brain Trust for the presidential search (contact: Dr. Sandra Serrano – former chancellor of the Kern County District).
- o Office of Instruction reports PCC is doing well in term of FTES for Winter 2018.
- o Planning & Priorities made a formal recommendation to College Council to centralize the process of processing student certificates. This will allow for better tracking.
- o Discussion of AB1018 which mandates of including homeless and LGBTQ students in the equity plan.
- o Discussion of AB705 which asks that students who enter PCC take a transfer level English or Math class within one year.
- o PCC Campus needs a legislative liaison to receive community college legislation details and report out to faculty.

H2 Vice President's Report: Request for faculty to serve on Administrative Assistant to President Hiring Committee

H3 Secretary's Report: None

H4 Treasurer's Report: None

## **I EXECUTIVE COMMITTEE RECOMMENDATIONS Senate sub-committees**

1. Approve Katie Datko (Languages & ESL) to chair of the Committee Support Committee.

2. Approve Lan Truong (Counseling) to the Educational Policies Committee.

3. Approve Dave Cuatt (VAMS) to the Shared Governance Committee.

**MOTION** made and seconded by R. Foster and L. Hintzman approving Items I 1-3 made.

**VOTE:** Unanimously approved.

## **J EXECUTIVE COMMITTEE RECOMMENDATIONS Hiring Committees**

**Agenda Addition Request** received by S. Rose for a faculty volunteer to serve on the Executive Assistant to the President of the College hiring committee. Volunteer: David Uranga

1. Approve Veronica Jaramillo (Natural Sciences) to the LAC Assistant II hiring committee.

2. Approve Melissa Michelson to the Director, Human Resources hiring committee.

Amendment: Add Ken Simon (Library) and Monica Tatlinger (Kinesiology)

**MOTION** made and seconded by T. Stoddard and D. Nordstrom approving Items J1, K1 and David Uranga to the Executive Assistant to the President of the College hiring committee.

**VOTE:** Approved unanimously.

**MOTION** approving J1 and J2 made and seconded by T. Stoddard and K. Goguen to add Ken Simon (Library) and Monica Tatlinger (Kinesiology) to the Director, Human Resources hiring committee.

**VOTE:** Approved unanimously.

**MOTION** approving Items J1 and J2 as amended made and seconded by T. Stoddard and D. Nordstrom.

**VOTE:** Approved unanimously.

#### **EXECUTIVE COMMITTEE RECOMMENDATIONS Hiring Committees**

J2 (Previously K1) Approve Melissa Michelson (Languages & ESL), Ken Simon (Library) and Monica Tatlinger (Kinesiology) to the Director, Human Resources hiring committee.

#### **L NEW BUSINESS:**

1. Approve BP 4030 Academic Freedom. Lynora Rogacs

L. Rogacs: only change to BP4030 was to better mirror the language used in the previously approved AP4030.

**MOTION** approving L1 made and seconded by R. Lee and L. Hintzman.

**VOTE:** Unanimously approved.

2. Approve Revisions to Bylaws Article 6: Dave Cuatt / P. Castro

Upon review of the proposed changes to Article 6, committee chair Dave Cuatt and committee member P. Castro will have to make a revision and bring this item back to the Senate.

3. Approve Faculty Rank Advancements: Valerie Foster

**MOTION** to approve made and seconded by R. foster and V. Jaramillo.

**VOTE:** Approved unanimously.

#### **M ANNOUNCEMENTS: None**

**N. ADJOURN:** Motion made and seconded by R. Lee and P. Castro.

**VOTE:** Unanimously approved.