

**SF 090816**

AUGUST 29, 2016

PRESIDENT	VALERIE S. FOSTER	Present
VICE PRESIDENT	SHELAGH E. ROSE	Absent
SECRETARY	STEPHANIE L. FLEMING	Present
TREASURER	JAY CHO	Present
ADJUNCT FACULTY: Natural Sciences	BEVILLE CONSTANTINE	Present
ADJUNCT FACULTY: Social Sciences	MARK DODGE	Present
ADJUNCT FACULTY: VAMS	ALEXIS MOORE	
ADJUNCT FACULTY: Eng and Tech	ERIKA RUVEL	Present
ADJUNCT FACULTY:	OPEN	
BUSINESS	AHNI DODGE	Present
CEC	DANNY HAMMAN	
COUNSELING	JAMES ARAGON	
COUNSELING	SARA MIRANDA	
COUNSELNG (Alt)	MYRIAM ALTOUNJI	
COUNSELNG (Alt)	CECILIA MEDINA	
DSPS	BIANCA RICHARDS	
ENGINEERING and TECHNOLOGY	DAVE CUATT	Present
ENGINEERING and TECHNOLOGY (Alt)	KRIS PILON	Present
ENGLISH	GLORIA HORTON	Present
ENGLISH	TIM MELNARIK	Present
ENGLISH (Alt)	MARJORIE SMITH	
HEALTH SERVICES	JO BUCZKO	
HEALTH SCIENCES	KRISTIN K. HYATT	
HEALTH SCIENCES	BLANCA RODRIGUEZ	
HEALTH SCIENCES	KAREN SKIATHITIS	
KINESIOLOGY	TERRY STODDARD	Present
KINESIOLOGY (Alt)	TAMARA KNOTT-SILVA	
LANGUAGES	LOKNATH PERSAUD	Present
LANGUAGES	MELISSA MICHELSON	Present
LANGUAGES (Alt)	MARY ERIN CROOK	Present
LANGUAGES (Alt)	CHARLENE POTTER	
LIBRARY	KEN SIMON	Present
MATHEMATICS	DAN GALLUP	
MATHEMATICS	DONNA NORDSTROM	Present
MATHEMATICS	CHARLIE HOGUE	Present
MATH (Alt)	YOSHI YAMATO	
MATHEMATICS (Alt)	GRAYR ANDREASYAN	
MATHEMATIACS (Alt)	DONNA NORDSTROM	
NATURAL SCIENCES	RUSSELL DI FIORI	Present
NATURAL SCIENCES	MARTHA HOUSE	Present
NATURAL SCIENCES	PETER CASTRO	Present
NATURAL SCIENCES	ERIKA CATANESE	
NATURAL SCIENCES (Alt)	VERONICA JARAMILLO	
NATURAL SCIENCES (Alt)	KATIE RODRIGUEZ	
PERFORMING/COMMUNICATION ARTS	RITA GONZALES	Present
PERFORMING/COMMUNICATION ARTS	RIKKI MAGEE	
SOCIAL SCIENCES	LYNORA ROGACS	

SOCIAL SCIENCES	EDUARDO A. CAIRÓ	Present
SOCIAL SCIENCES	KAITZER PUGLIA	Present
SOCIAL SCIENCES (Alt)	CHERYL BEARD	Present
SOCIAL SCIENCES (Alt)	CHRISTOPHER JIMENEZ Y WEST	Present
VISUAL, MEDIA & PERFORMING ARTS	ROD FOSTER	

## GUESTS

ADMINISTRATORS		
CLASSIFIED SENATE	ROSIE ROBERSON	
STUDENT TRUSTEE	KELLY BANH	Present
ASSOCIATE VP/ACADEMIC AFFAIRS	GILBERT LUI	
DIVISION REPS	KRIS PILON	
PCCFA	MARK WHITWORTH	Present

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE** led by Ahni Dodge
- C. **APPROVAL OF MINUTES** for April 25, 2016 were approved as submitted.

## D. PUBLIC COMMENT: None

## E. SENATE COMMITTEE REPORTS

1	<p>Committee On Committees: Jay Cho</p> <p>Academic Senate Website: The Senate can currently post its meeting dates and minutes. A request has been made to remove all committee listings pending information updates regarding current committee chairs and members, meeting dates, and relevant committee documents. There will be a link to the former archived committee information.</p> <p>The Senate President will send out a faculty email regarding Senate and Senate Committee membership openings.</p>
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## F. CONSTITUENCY REPORTS

1.	PCCFA: Mark Whitworth: gave details of a faculty email about ratification of the new “tentative agreement”. This agreement would include a raise across the board on all schedules of 2% for full-time and 3% for adjuncts. The District would continue to pick up the full cost of benefits. The only change is a change in price for prescription drugs (from \$5 to \$10). An additional dental plan (Met Life) has been negotiated for those in need of dental implants or orthodontia. Changing to a different vision plan where coverage for exams and new frames will be available every year instead of every two years. Information Meeting scheduled Thursday, September 1, 12:00pm in C361. Negotiations for 2017 will begin soon.
2.	Adjunct Faculty Report: M. Dodge: Due to a time conflict, Nicholas Hatch will be unable to serve as the chair of the adjunct committee.
3.	Classified Senate: No report.
4.	Associated Students: Welcome and introduction of Kelly Banh
5.	Administration/Management Association: No report.

## G. ACADEMIC SENATE OFFICERS REPORTS

1.	<p>President's Report: President V. Foster</p> <p>In the spring an amendment to Bylaws Article 3.1 was made to formalize the five adjunct-at-large positions on the Senate Board.</p> <p>Faculty Ballot Count: Accepted with a majority vote from voting full-time faculty</p> <ul style="list-style-type: none"><li>• 136 Ballots received (7 of them were unmarked)</li><li>• 129 Valid Ballots: 99 Accept 30: Reject</li></ul> <p>Faculty Hiring Process: 50 New Faculty Hires</p> <p>Because of an administrative miscalculation in the school's FFON administrative announced that, to honor the current process, it would hire eleven additional faculty. Five additional permanent full-time faculty were hired which includes one permanent English, two permanent Math, two permanent Psychology, and six temporary full-time (one Math, one Chemistry, one Biology and two business (one in business math and one in business law). The latter two were in response to medical issues.</p> <p>Campus-Wide Hiring Committee Process: Last year a process was approved where each division was asked for 3-5 faculty willing to serve on campus-wide hiring committees. President Foster had difficulty in getting ahold of people. Another email will be sent out reminding divisions that they need to send her names of prospective committee volunteers. If names are not submitted, Senators may be asked to serve. Volunteer diversity is needed.</p>
2.	Vice President: Shelagh Rose: No Report
3.	Secretary's Report: Stephanie Fleming: No Report.
4.	Treasure's Report: Jay Cho: As of July 1 <sup>st</sup> – have a combined total of approximately \$1800 (after transferring \$3,750 to the Keith Miller Scholarship Foundation account).

## H. EXECUTIVE COMMITTEE RECOMMENDATIONS (special cases)

1.	<p>Approve Michael McClellan (Counseling) to the Equivalency Committee.</p> <p><b>MOTION</b> made and seconded by Mark Dodge and Donna Nordstrom approving Recommendation 1.</p> <p>Discussion:</p> <p>President Foster: Described the committee's review, interview and approval process. The committee currently has four members. This committee is an HR committee run by Lori Cortez. Lori does have additional "go tos" for flexibility because it is often difficult to have the committee members be available for various review deadlines.</p> <p>E.A.Cairó: Expressed concern for needing division representation from the areas requesting equivalency reviews.</p> <p><b>MOTION TO EXTEND</b> by five minutes made and seconded by Mark Dodge and R. DiFiori:</p> <p>VOTE: Approved unanimously.</p> <p><b>VOTE on MOTION:</b> Unanimously approved.</p>
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## I. EXECUTIVE COMMITTEE RECOMMENDATIONS (Shared Governance)

1.	<p>Approve Sonya Valentine (Natural Sciences) to be co-chair of the Institutional Effectiveness Committee. (Marjorie Smith has resigned)</p> <p><b>MOTION</b> to approve Recommendation 1 made and seconded by R. DiFiori and C. Hogue.</p> <p><b>VOTE:</b> Unanimously approved.</p>
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**J. EXECUTIVE COMMITTEE RECOMMENDATIONS** (Senate sub-committees)

	<b>MOTION</b> made and seconded by A. Dodge and M. House approving Recommendations 1, 2 and 3. Discussion: A. Dodge: Business Division is no longer Business and Computer Technology <b>VOTE on MOTION:</b> Approved unanimously.
1.	Approve Michael McClellan (Counseling) to the Distance Education Committee.
2.	Approve Ken Simon (Library) to the Faculty Hiring Priorities Committee (Dorothy Potter has retired)
3.	Approve Jason Huh as the Business and Computer Technology representative and Michelle Lee as alternate to the Curriculum and Instruction Committee.

**K. OLD BUSINESS** (With possible actions to follow each item)

1.	<p>Discussion of faculty selection for the 360° manager evaluation process. Valerie foster</p> <p>Manager selection process for manager evaluations. President Foster read procedure AP 7150 sent to her by HR. Managers whose last name is A-I will be evaluated this year. Evaluations are due in HR August 2017. The Senate President is to send HR by November 15 with the names of 10 faculty who will participate in this holistic process if their dean/manager (instructional – academic and classified managers) is the one being evaluated. There is currently no process on doing this. President Foster will double-check on faculty requirements. The process has been approved in AP 7150.</p> <p>Discussion: S. Fleming suggested the use of a randomized (Excel) list to shuffle faculty names and take top 10 from each division for HR or let each division decide. Evaluation volunteers could be chosen by using the same process for choosing Academic Senators.</p> <p>President Foster will check with HR on following:</p> <ul style="list-style-type: none"><li>• Can adjunct faculty volunteer?</li><li>• What tools are being used?</li></ul> <p><b>MOTION to EXTEND</b> by 5 Minutes made and seconded by D. Cuatt and M. Michelson. There is no minimum number of volunteers, just up to 10. There be a length of service requirement for both full and part-time faculty. Two section options:</p> <ul style="list-style-type: none"><li>• The Senate president would pull from a randomized selection list; or</li><li>• The divisions choose from an election process.</li></ul> <p>This item will be placed on the next Senate agenda.</p>
2.	<p>Approve AP 4300 Fieldtrips and Excursions: Valerie Foster The version approved in spring was not the official template that includes the legal language. The changes <b>MOTION</b> made and seconded by A. Dodge and R. DiFiori to approve. Discussion: Wording is more inclusive. Vocational is part of the curriculum and could possibly fall under instructional. The process is not changing. <b>VOTE:</b> Approved by unanimous vote.</p>

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

1	<p>Discussion of accreditation follow up report updates: Lynora Rogacs and Kathy Scott</p> <ol style="list-style-type: none"><li>Approve updates to Recommendation 1</li><li>Approve updates to Recommendation 2</li><li>Approve updates to Recommendation 4</li><li>Approve updates to Recommendation 5</li><li>Approve updates to Recommendation 6</li><li>Approve updates to Recommendation 7</li><li>Approve updates to Recommendation 8</li><li>Approve updates to Recommendation 9</li></ol>
	<p>Lynora Rogacs: President Vurdien wanted as much information in the report as possible and to have as small an addendum as possible. Today's presentation will be a third review by the Senate.</p> <p><b>MOTION</b> made and seconded by E.A.Cairó and M. Dodge approving the report updates. No objections.</p> <p><b>Recommendation 1:</b> L. Rogacs: The only change is highlighted in "teal" on page 9. K. Pilon: Expressed concern with first sentence President Foster: Discussion is only on the "teal highlighted areas", everything else has been approved by the Senate and P &amp; P. Budget Meeting/Forum schedules: Sept. 13, 1PM-2PM, C333; Sept. 14, 9AM; Sept. 15, 3PM-4PM J.Simoneschi will present the budget to the Senate within the next two weeks. Division review and comment may is to be brought back to Senate to present to Lynora.</p> <p><b>MOTION</b> made and seconded by C. Hogue and M. House approving Recommendation 1. <b>VOTE:</b> Motion passed by majority vote</p> <p><b>Recommendation 2:</b> <b>MOTION</b> made and seconded by M. Dodge and R. DiFiori to accept recommendations to Recommendation 2. No objections. <b>VOTE on MOTION:</b> Motion passed by majority vote.</p> <p><b>Recommendation 4: Discussion</b> The most recent update is available on line. Recommendation to involve divisional faculty in an update presentation for clarity and questions.</p> <p><b>MOTION</b> made to table voting on recommendation iv-ix made and seconded by E.A.Cairó and M. Michelson.</p> <p><b>MOTION TO EXTEND DISCUSSION 3 MINUTES</b> made and seconded M. House and E.A.Cairó. <b>VOTE:</b> Approved by majority vote.</p> <p><b>Discussion on First Motion:</b> Numerous faculty did not read the board packet due to being out of town. If the recommendations are tabled, the senators will need time for their faculty to review and provide feedback.</p> <p><b>AMENDMENT TO MOTION</b> from K. Puglia to just discuss the recommendations. <b>VOTE:</b> Motion Fails. Voting will be today.</p>

Lauren Arenson reviewed changes made to Recommendation 4 (about ethics) on pages 33 and 34. The 2015 and 2016 Campus Climate Survey summary results/recommendations are included.

**MOTION** made and seconded by R. Di Fiori and D. Nordstrom approving recommendation 4.

Senate President asked Senators if they felt this section requires substantial consultation with their respective groups, then the appropriate action would be to vote NO.

**VOTE** on approving Recommendation 4 updates. Motion approved.  
Yes: 15 No: 6 Nos / Abstentions recorded by Senate Secretary.

**Recommendation 5:** (Organizational Structure and filling interim positions)

**MOTION** made and seconded by M. Dodge and R. Di Fiori approving recommendation 5.

President Foster said a motion made and seconded to approve a specific recommendation would open it up for discussion rather than a vote for approval.

**MOTION TO EXTEND DISCUSSION 5 MINUTES** made and seconded by R. Di Fiori and S. Rose.

**VOTE:** Motion approved unanimously.

Discussion: Approve Recommendation 5 with following recommended wording:

Academic Affairs created a draft of job duties for potential department chairs and presented it as an information item to the Academic Senate at its meeting of April 25, 2016 -- archived 25A first draft of job duties for department chairs.

**Recommendation 6:**

**MOTION** made and seconded by M. House and R. Difiori approving Recommendation 6.

**VOTE:** No objection

Discussion/Suggestions:

Review of highlighted change(s) by L. Rogacs and K. Scott.

Consensus to leave out **both** total and attendance numbers for classified/management retreat attendance.

**VOTE on MOTION** approving Recommendation 6: Approved by majority vote.

**Recommendation 7** (Shared Governance)

**MOTION** made and seconded by A. Dodge and M. House and approving Recommendation 7

Discussion

Improvements within shared governance are referenced.

Classified suggestions have been received and included.

Climate survey results are listed.

In response to E.A.Cairó's concern, C. Hogue suggested that the reference to classified appreciation event door prizes be revised to reference that the event was heavily supported and funded by management.

Revise minor numerical mistake on page 70 from 2015-2015 to 2015-2016.

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

	<p><b>Recommendation 8</b>  <b>MOTION</b> made and seconded by C. Hogue and M. House approving Recommendation 8.  <b>VOTE:</b> Approved by majority vote</p> <p><b>Recommendation 9</b>  <b>MOTION</b> made and seconded by R. DiFiori and M. House approving Recommendation 9  <b>VOTE:</b> Approved with no objections.</p> <p><b>Discussion:</b>  For grammatical clarification, C. Olivo will be asked about the following sentence revision.  <u>“The federal government outcomes were percentage targets of how many students would complete the program -- managed created learning outcomes.”</u></p> <p><b>MOTION on VOTE:</b> Approved unanimously.</p> <p>Thank you from Lynora Rogacs for the Senate’s help on this process and also to Dr. Kathy Scott.</p> <p>Lynora Rogacs: The Classified Senate has gone through its first read and will have their second read on September 7. With anticipated Classified Senate approval Planning and Priorities will be presented this document for final approval on September 13 and if all goes well here, this document will be presented to Board of Trustees on September 21<sup>st</sup>.</p> <p>E.A.Cairó: In the near future the Senate should review the hiring procedure for managers. If a hiring committee does not have qualified applicants it should not be required to submit three names.</p> <p>President Foster: At its last CAPM meeting L. Norman, VP/Human Resources, said committees comprised of all constituent groups will be established to review all hiring procedures. The Senate will be given the opportunity for feedback.</p>
2	<p>Allow the Banquet Committee to plan a Spring Fling Senate Fundraising event: Valerie Foster  <b>To be moved to next agenda.</b></p>

## M. ANNOUNCEMENTS

### Cross-Cultural Center Mixers:

**September 13:** Black Mixer

**September 20:** LGBTQ Mixer

**September 22:** Latino Mixer

**September 29:** Asian Pacific Islander Mixer

**ADJOURN: MOTION to ADJOURN** made and seconded by M. Dodge and R. Difiori.

**VOTE:** Approved unanimously.