

Monday, April 8, 2019
Pasadena City College
Circadian
1570 E. Colorado Boulevard, Pasadena, CA 91106

President	Lynora Rogacs
Vice President	Shelagh Rose
Secretary	Matt Henes
Treasurer	Veronica Jaramillo
Parliamentarian	Vanessa Schulz
Adjunct Faculty	Beville Constantine (PCA)
Adjunct Faculty	Erika Ruvell (VAMS)
Adjunct Faculty	Richard Allen (CEC)
Adjunct Faculty	Dwane Christensen (Math)
Adjunct Faculty	Gayane Gerome (Counseling)
Business, Engineering, Technology	David Evans (Alt)
DSPS	Rosemary Scott
English	Emily Fernandez Tim Melnarik
Health Services	Paula Vento
Kinesiology	Terry Stoddard
Languages	Melissa Michelson Laura Godio (Alt)
Library	Ken Simon
Mathematics	Lyman Chaffee Linda Hintzman
Natural Sciences	Susan Bower Bryan Wilbur
Performing and Communication Arts	Maria Fortuna Dean Eric Larson
Social Sciences	Bucky Bhadha
Social Sciences	Jennifer Fiebig Thea Alvarado (Alt)
Visual, Media & Performing Arts	Dave Cuatt Kris Pilon (Alt)

Absent

Business, Engineering & Technology	Earlie Douglas (Business) Saeed Abedzadeh (Engineering)
CEC: Non Credit Counseling	Rhonda Williams Myriam Altounji Sara Miranda
English Health Sciences Languages	Kathy Kottaras Blanca Rodriguez Loknath Persaud
Natural Sciences	Hector Agredano
Visual, Media & Performing Arts	Rod Foster
PCCFA:	Mark Whitworth

Guests

Assistant Superintendent/VP	Dr. Terry Giugni
Dean, Institutional Effectiveness	Crystal Kollross
Director, International Students	Olivia C. Loo
VP, Human Resources	Bob Blizinski
President, Management Association	Carlos Altamirano
VP, Classified Senate	Audrey Joseph

CALL TO ORDER: The meeting was called to order at 3:01 pm.

B. PLEDGE OF ALLEGIANCE led by D. Christensen

C. PUBLIC COMMENT: None

D Approval of March 25, 2019 Senate Board Minutes

MOTION to approve the minutes made and seconded by T. Stoddard and B. Constantine.

Discussion/Revisions

Brown Act Concerns (p.4), Sentence 1:

D. Cuatt requested the wording to read: Lynora felt that Brown Act violations occurred.”

T. Stoddard accepted the wording proposed by President Rogacs:

“There were two different emails, one defining about the definition of regular faculty and the other about Flexible Flex Guidelines, violated the Brown Act.

Parliamentarian Resource: Government Code 54952.2(b).

P. 8: D. Cuatt asked the Senate if anyone asked their constituents for input. With the exception of Secretary Henes’, no hands were raised.

VOTE on MOTION: Aye: Majority Abstain: Linda Hintzman

MOTION made and seconded by D. Cuatt and T. Stoddard to add an item to the agenda: Announce the Academic Senate election results (New Information Item F3)

VOTE: Unanimously approved.

E CONSTITUENCY REPORTS:

E1 PCCFA: Dave Cuatt: There will be a PCCFA meeting, Thursday, April 11 in Creveling Lounge at 12pm.

E2 Adjunct Faculty Report: B. Constantine:

The Committee met today. Discussion points included Incorporation of Professional Development options into adjunct faculty session; adjunct office space, clarification of health insurance benefits and retirement (APPLE) options.

President Rogacs: The Adjunct Faculty Survey was not a Senate action item and it was sent out through the Institutional Effectiveness office.

E3 Classified Senate: VP Audrey Joseph

There will be a Classified day on May 17 at Huntington Library.

Information about Guided Pathways will be reinforced. They are preparing for their 2019 elections with results to be announced in June. A campus-wide email was sent out to faculty and staff asking for participation in sharing of recipes in creating the **first ever Pasadena City College Cookbook. Deadline to submit recipes: Friday, April 26, 2019.**

E4 Associated Students: No report.

E5 Management Association President, Carlos Altimirano

MA managers are busy within Hiring Committee processes and representing their constituent groups in respective committees.

F. Information Items:

1. "Excused W": Review: Dr. Cynthia Olivo

Handout: Review of Chancellor's Office Memorandum dated January 28, 2019.

Paragraph 1 read: In January 2018, the Board of Governors passed Title 5, section 55024 regulation changes to add the Excused Withdrawal (EW) symbol. The purpose of the EW non-evaluative symbol is to permit a student to withdraw from a course for reasons beyond their control. The purpose of this memorandum is to provide districts/colleges background and guidelines for the EW non-evaluative symbol.

Review and Discussion: Background; Acceptable Reasons for An Excused Withdrawal; Reimbursement for EW; and Additional Stipulations.

An Excused W would not be counted in the school's apportionment funding.

This process will be in place by the end of the semester. The Student Records system has been duplicated in a test environment in Admissions to make sure Financial Aid is calculated correctly.

An EW would not be counted the same as a W.

There are checks and balances in place. Submission of multiple petitions is a signal that the student needs help to formulate a success strategy.

Petition turnaround time is approximately within ten business days.

In the next semester, this item will be viewable both on the website and in the catalog.

There are circumstances where an EW could be requested if the student has received an F.

This process is not to get a better grade but to excuse a withdrawal.

President Rogacs acknowledged that Dr. Olivo has been named the Grand Marshall for the Latino Heritage Parade.

2. Senate Executive Evaluation Results for Communication Questions

Power Point Presentation Summary: Lynora Rogacs

Result Topics: How can the Executive Committee Improve communication? How can the Executive Committee improve collegiality? What is the Exec. Comm. Doing well that you would like to see more of/increased? How can Executive Committee increase diversity of voices in Senate?

If the Senate desire both discussion/implementation of some of these items they can be agendaized as an action item.

F3: 2019-2020 Senate Election Results

Nominations and Elections Committee Chair: D. Cuatt

		Votes	No Confidence
President:	Lynora Rogacs	112	13
Vice President:	Matt Henes	111	12
Secretary:	Veronica Jaramillo	113	11
Treasurer:	Shelagh Rose	114	12

G: Approve Consent Item C (Committee Appointments)

Approve Margie Boles (MACS) and Innocent Egbunike (Kinesiology/Health) to Student Business Services Hiring Committee.

MOTION approving Item G made and seconded by T. Stoddard and L. Hintzman.

Discussion: Standard EEO/culturally competent training is required for committee participation.

M. Michelson suggested having adjunct faculty hiring committee participation in the future because of the difficulty with getting full-time faculty participation. L. Rogacs indicated she did not disagree but that the topic was not directly related to the current motion.

VOTE on MOTION: Approved unanimously.

H: OLD BUSINESS

1. Approve Bylaws Article 3.1B, 3.2 and 3.3

MOTION approving Bylaws Article 3.1B made and seconded by L. Hintzman and T. Stoddard.

Discussion:

L. Rogacs. There has a discussion about adjunct faculty serving two years. The current bylaws just say one year.

FRIENDLY AMENDMENT made and seconded by B. Constantine and L. Hintzman for Adjunct faculty to be selected for a period of two academic years. Accepted by T. Stoddard.

Discussion:

Having Alternate Adjunct Faculty could provide a solution for absent adjunct senators.

Service of two, one-year terms instead of changing 3.1 B.

Having a two-year service would increase the strength of commitment.

3.1A is in partial conflict with 3.1B and the first sentence in 3.1B should re-worked to make it clear that Adjunct Faculty does not include one-year temporary faculty.

ACCEPTED FRIENDLY AMENDMENT to the MOTION made and seconded by L. Hintzman and T.

Stoddard. 3.1B: Wording: Adjunct faculty are all faculty who are not Regular Faculty as defined in 3.1A.

- L. Hintzman's suggested amendment to read: "A replacement be obtained when a selected adjunct faculty is not given an assignment at the end of the semester."
- Parliamentarian ruled to accept Public Comment request by Dr. Giugni because it would be public comment on an agenda item.
- Dr. Giugni pointed out that the Academic Senate doesn't have hiring power and adjunct faculty can only serve if they are teaching.
-

MOTION to extend discussion by 10 minutes made and seconded by M. Henes and L. Chaffee:

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

There is no follow-up on public comment.
Adjunct senators' service has been based on their service per semester.

FRIENDLY AMENDMENT from D. Christensen, **accepted** by L. Hintzman and T. Stoddard.
If an adjunct doesn't have a teaching assignment, then the adjunct would be replaced.
VOTE: approval of 3.1b as amended: majority 1 No: V. Jaramillo Abstain: B. Constantine and B. Wilbur

CURRENT MOTION ON FLOOR AMENDING 3.1B: Adjunct faculty are defined as all those faculty who do not meet the definition of regular faculty as discussed in 3.1A. Adjunct faculty shall have the right to select up to five voting members to the Academic Senate Board through the Adjunct Faculty Issues Committee. These members shall preferably represent the diverse disciplines of the College and are selected for a two-year academic period / term. A selected Adjunct Faculty is not receiving a faculty assignment for a semester shall be replaced.

VOTE ON MOTION: Aye: approved unanimously. No: V. Jaramillo Abstain: B. Constantine, B. Wilbur

3.2 The Executive Committee

MOTION to approve made and seconded by L. Hintzman and T. Stoddard.
Discussion / Concerns:
Request received to address in the future the need for discussion definition of vacancies.
VOTE: Approved unanimously.

3.3 Elected Officers

MOTION to approve made and seconded by L. Hintzman and T. Stoddard.
Discussion:
FRIENDLY AMENDMENT made by M. Henes and accepted by L. Hintzman and T. Stoddard to keep the Terms of Office and strike the last two sentences in 3.3B
VOTE: Majority. Abstain: M. Michelson.

I. NEW BUSINESS

I1 BP and AP 3540 1st Read: Bob Blizinski
President Rogacs was given a suggested change to BP 3540 just before the meeting (presented).
Change: Striking and replacing the first paragraph to connect both the BP/AP language.
MOTION approving BP and AP 3540 made and seconded by R. Di Fiori and L. Hintzman.
Discussion:
Request received to add process of handling false statements.
Request received from M. Henes pertaining to Information and Assistance, Section 3.d.v: remove "such as tutoring," as it seems a mismatch for the circumstances in the AP

Modification of class schedules is a common option in areas of sexual harassment and sexual and domestic assault. The language was changed to be more inclusive than the original BP.
Request received to retain the sentence "Students, faculty, and staff who may be victims of sexual assaults and other assaults shall be treated with dignity and provided comprehensive assistance."

MOTION to table the meeting until the next meeting made and seconded K. Pilon and K. Simon.
VOTE: Approved by majority vote: Yes: Majority Abstain: L. Chaffee.

I2 BP and AP 5012 1st read Olivia Loo: Dir of International Student Center.
MOTION to approve BP and AP 5012 made and seconded by M Henes and L. Hintzman.

BP: 5012:

FRIENDLY AMENDMENT made by C. Christensen and accepted by M. Henes and L. Hintzman.

To change the first sentence to read: "The District believes the presence of international students at Pasadena City College brings global perspectives to classroom interactions while enriching the cultural environment of the campus.

There are approximately 900 international students at PCC.

In response to a request to begin paragraph 1 with the words "The presence of international students", or the District acknowledges..., VP Rose stated all BPs now coming through College Council will be started with the language "The District" and suggests this wording not be changed.

Friendly amendment made by B. Wilbur and accepted by M. Henes and L. Hintzman.

To change the first sentence to read "The District ~~believes~~ **acknowledges**..."

MOTION to extend discussion five minutes made and seconded by by K. Pilon and L. Hintzman.

VOTE: Approved unanimously.

L. Hintzman: AP, page 2, (4): BP: 2nd page, bottom half #4, unstricken part: reading "... can **submit a request to** ~~for~~ the International Student Center..."

Changes would have to be taken back to Management Association and Classified Senate.

MOTION to TABLE this item indefinitely until it has gone through the other groups made and seconded by M. Henes and T. Stoddard.

VOTE: Approved unanimously.

I3 BP 5700, Crystal Kollross

MOTION made and seconded by M. Henes and L. Hintzman approving I3.

VOTE: Unanimously approved.

I4 Local Vision for Success Goals, Crystal Kollross, s. Rose, Lynora Rogacs.

MOTION approving I4 made and seconded by M. Henes and S. Bower.

Handout: Power Point: Local Goal Setting Vision for Success

This item was released by the Chancellor's office in July 2017.

Implementation guidelines are within Bill ABA29 and the Trailer Bill provides guidelines on how to implement it.

Power Point Presentation: C. Kollross.

Vision for Success Goal Alignment Background

Timeline Adopt and Report Local Goals to Align with Vision for Success.

Guidance from the Chancellor's Office

Goal 1-Completion; Goal 2 - Transfer; Goal 3 – Unit Accumulation; Goal 4: Workforce;

Goal 5 Equity - Associate Degrees – Certificates and Transfers.

Trailer Bill AB289 tells what was passed and how it will be implemented.
These Goals will be used for the next Educational Master Plan.

MOTION to extend discussion by ten minutes made and seconded by V Jaramillo and J. Fiebig.
VOTE: Unanimously approved.

The goals are being farmed out to appropriate groups to support creation of an action plan.
Three different institution-wide goals are being dealt with. Program maps are clearer and easier to navigate the system and overcome some of the institutional barriers, and unit accumulation will be decreased; thus, program maps will help achieve the goals.

The Strategic Planning Committee (a shared governance group) has had discussion to figure out what is reasonable and ambitious in regards to proposed numbers. The Equity goals received significant input from Student Success Committee.

There are currently no ramifications for unmet goals.
Goals are developed through a college-wide, shared governance process.
Surveys are sent via email with phone call follow-up.

MOTION made and seconded by T. Stoddard and L. Hintzman to table this item.
VOTE: Approved unanimously.

I5 Approve Bylaws Article 4
MOTION made and seconded by L. Hintzman and T. Stoddard

Accepted by L. Hintzman
Friendly Amendment 2: 4.2: Eligibility to Serve as A Senator
All those groups shall ~~should~~ hold elections at least once every two years

Parliamentarian: Motion changes may or may not be accepted by the individual who made the motion.

Friendly Amendment 3: Add at end of 4.2.
~~Subsequent to the elections, minutes from division meetings reflecting election results shall be provided to the Senate office.~~
Not accepted by T. Stoddard

4.6 Agenda note from M. Henes: Current Senate agendas are set currently 13 days before the previous meeting. Will make a Friendly Amendment to replace **six days** by **thirteen days**.
L. Hintzman and T. Stoddard accepts **thirteen days** as the current practice

MOTION to table discussion made and seconded by by M. Henes and T. Stoddard.
VOTE: Approved unanimously.

L. **ADJOURN MEETING:**
MOTION TO ADJOURN made and seconded by K. Simon and L Hintzman
VOTE: APPROVED