

Monday, May 20, 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	Richard Allen (CEC)
Adjunct Faculty	Dwane Christensen (Math)
Adjunct Faculty	Gayane Gerome (Counseling)
Business, Engineering, Technology	Earlie Douglas
CEC: Noncredit	Rhonda Williams
Counseling	Myriam Altounji
	Sara Miranda
DSPS	Rosemary Scott
English	Emily Fernandez
	Tim Melnarik
Kinesiology	Terry Stoddard
Languages	Loknath Persaud
	Laura Godio (Alt)
Library	Ken Simon
Mathematics	Xiaodan Leng
	Linda Hintzman
Natural Sciences	Susan Bower
Performing and Communication Arts	Maria Fortuna Dean
	Eric Larson
Social Sciences	Jennifer Fiebig
	Thea Alvarado
	Bakhtawar Bhadha
	Jennifer Preston (Alt)
Visual, Media & Performing Arts	Dave Cuatt

Absent

Adjunct Faculty	Kris Pilon (Alt)
Business, Engineering & Technology	Erika Ruvell (VAMS)
Health Sciences	Saeed Abedzadeh (Engineering)
	Blanca Rodriguez
	Paula Vento
Languages	Melissa Michelson
Mathematics	Lyman Chaffee
Natural Sciences	Bryan Wilbur
Social Sciences	Kaitzer Puglia
Visual, Media & Performing Arts	Rod Foster

Guests

Assistant Superintendent/VP	Dr. Terry Giugni
Student Services/VP	Cynthia Olivo
Executive Director, Institutional Effectiveness & Planning	Crystal Kollross
Director, Professional Development	Dr. Jason Robinson
Director, International Students	Olivia Loo
Chair, Faculty Development Committee	Valerie Foster

A. CALL TO ORDER by President L. Rogacs at 3:00 pm.

B. PLEDGE OF ALLEGIANCE led by D. Christensen

MOTION made and seconded by S. Rose and S. Miranda to add to Agenda Item F., Consent Item C, the following hiring committee recommendation to add M. Altounji to the Assistant Director, Enterprise Application hiring Committee.

VOTE: Approved by majority. Abstentions: K. Rodriguez, B. Bhadha

C. PUBLIC COMMENT: None

D. APPROVAL OF MINUTES: May 6, 2019 K. Simon / R. Allen

VOTE: Approved by majority, Abstain. K. Rodriguez / B. Bhadha

MOTION to approve the May 6, 2019 Minutes

VOTE: MOTION passed

E. CONSTITUENCY REPORTS

1. PCCFA Report: D. Cuatt reported the Faculty Association elections are underway. Ballots will be distributed to voting members and are to be returned to C-129 by, Wednesday, May 29, 4pm.

Candidates:

Vice President: Mary Erin Crook

Treasurer: Danny Hamman

For Director: Beville Constantine, Rod Foster, John Hanley, Kirsten Ogden, and Dave Cuatt.

2. Adjunct Faculty Report: None

3. Classified Senate Report: None

4. Associated Students Report: None
5. Administration/Management Association: None

F. Approve Consent Item C (Committee Appointments): Approve Executive Committee Recommendations for all Committees.

MOTION made and seconded by K. Pilon and L. Hintzman approving the recommendations of Agenda Item F., Item C.

VOTE: Approved unanimously

- Newly added recommendation: M. Altounji (Counseling) to Assistant Director of Enterprise Applications Enterprise Application Hiring Committee.
- Sonn Eidem, Rita Gonzalez, and David Machen to PCA Coordinator Hiring Committee
- Kathleen Dunn (Social Sciences), Anthony Francoso (Social Sciences), Marina Gonzales (Counseling), and Rohan Desai (Counseling) to Honors Coordinator Hiring Committee
- Tracy Sachtjen, Derek Milne, and Lynora Rogacs to Social Sciences Coordinator Hiring Committee
- Israel Castro (Math) and Trisha Herrera (English) to Academic Support Coordinator Hiring Committee
- Lauren Acker (Social Sciences) as Social Sciences IEC Representative
- Rhea Presiado (Natural Sciences) to DE Standing Committee of College Council
- Thea Alvarado (Social Sciences) as co-chair of Distance Education Committee (to replace Russel Di Fiori)

G. OLD BUSINESS

1. BP/AP 5012 International Students, 2nd read. Olivia Loo.

Changes were reflective of the Senate Board recommendations.

MOTION made and seconded by L. Hintzman and M. Altounji approving Agenda Item G1.

VOTE: Approved unanimously.

2. AD-T Reciprocity Agreement: Sharis Amirian

MOTION to approve Agenda Item G1 made and seconded by L. Hintzman and M. Altounji

VOTE: Approved unanimously

3. Bylaw Article 9:

This item was tabled at last meeting because the Senate wanted more precise language related to vacancies. It was not referred back to the committee.

MOTION made and seconded by M. Henes and D. Christensen to develop a procedure for filling a vacancy on the Executive Committee other than that of the President.

Following lengthy discussion and input, the Article 9.2 language will be revised as follows:

“Except in the case of the Vice-President succeeding to the Presidency, in the event of a vacancy in the Executive Committee, the President of the Academic Senate will announce the vacancy at the first Academic Senate meeting that is held after the vacancy occurs. Nominations will be sent to the chair of the Nominations and Elections Committee (with Cc going to the Administrative Assistant for the Academic Senate) by noon on Thursday of the week of the meeting in which the vacancy is announced. Nominations will be announced at a special meeting will be held no later than Wednesday of the following week. At the following regular Academic Senate meeting, Senators will elect the replacement.”

Nominations may be communicated via e-mail by Senators to their faculty.

MOTION made and seconded by M. Henes and T. Stoddard to extend discussion by 15 minutes.

VOTE on **MOTION**: Approved unanimously.

The revised Bylaws will be presented for a faculty vote. An update will be provided at the next Senate meeting.

H NEW BUSINESS:

H1. PULLED FROM AGENDA at the request of the presenter: BP/AP 4040 Library and Learning Support Services, 1st read.

H2. DE Committee Resolution and Recommendation for OEI Rubric, 1st read, Krista Goguen and Thea Alvarado.

The Resolution in Support of Quality Online Education at PCC. Request for approval of three outlined items in the Resolved section of the resolution.

- The OEI Rubric is meant for self-evaluation and not faculty evaluation.
- The Committee is asking resource investment in Professional Development for DE faculty.
- The Committee would like to see a professional learning center for DE faculty

MOTION made and seconded by K. Rodriguez and E. Douglas to approve Agenda Item H2.

Discussion:

Sections A-C of the Course Design Rubric shows the elements of course design, instructor- and student-initiated communication and elements which address the variety and effectiveness of assessments within the course. This is a learning tool which is not to be used for faculty evaluation.

Concern expressed that this rubric could be used as an evaluation tool.

After resolution approval, there will be a push to have a faculty instructional online course designer or faculty DE division coordinators.

MOTION made and seconded by E. Fernandez and M. Henes to table this item until the next meeting.

VOTE: Motion passed by majority vote.

No: K. Rodriguez, J. Preston, J. Fiebig, K. Simon, E. Larson, L. Hintzman

Senators may email Krista Goguen or Thea Alvarado with questions and/or comments.

3. Faculty Development Travel Form Updates, 1st read: Dr. Valerie Foster, Chair of FD Committee.

MOTION made and seconded by L. Hintzman and M. Altounji approving Agenda Item H3.

Minor changes were made to make the form more streamlined and inclusive.

The FLEX Guidelines may be referred to in regards to flexible flex reporting.

This form is reviewed periodically for revision.

Suggested to add new faculty orientation / seminar

Funding is on a first-come, first-serve basis.

Plans to review collective data for the past two years with the purpose of consideration of diversifying funding would be presented to the Senate for review and input.

Changes about how funding is determined would be presented for Senate consideration.
Recommended to consider wording pertaining to student achievement gap vs opportunity gap language
An example of a comprehensive Share Out Report could possibly be posted/linked to the guidelines.

MOTION made and seconded by M. Henes and D. Christensen to table this discussion until the next meeting.

MOTION made and seconded by K. Pilon and K. Simon to extend discussion five minutes.
VOTE: Approved unanimously.

VOTE on MOTION TO TABLE: Motion fails by majority vote
Minority Vote (Ayes): D. Christensen, M. Henes

VOTE on Motion approving Agenda Item G3: Passed by majority vote.
Abstain: M. Henes.

4. Ad hoc Hearing Committee Formation for Ethics Violation Allegation, Lynora Rogacs.

At the last Senate meeting an ad hoc committee was formed to determine to which of three categories a current ethics violation complaint falls. This committee met and voted that Option 3 best fits the complaint. The Academic Senate will now form a Hearing Committee. The Committee membership will be 2 CAFPE members; 1 Senate Executive Committee member; 2 current Academic Senate Board members and 1 non-voting alternate member; the Ad Hoc Committee would select its own chair. Three volunteers have been provided by CAFPE. Shelagh Rose will be the Committee's Senate Executive Committee member. The Senate body takes action on whether or not to approve the volunteers.

Three names submitted by CAFPE: Carol Curtis (ESL/Languages) CAFPE Chair; Ed Feser and Tracy Sachtjen are both from Social Sciences.
Cannot have written/secret ballots.

MOTION made and seconded by L. Persaud and L. Hintzman approving Carol Curtis.
VOTE: Motion approved by majority. Abstain: K Pilon, T. Melnarik, S. Miranda

MOTION to approve T. Sachtjen made and seconded by M. Henes and T. Alvarado.
Concern received that there should not be representatives chosen from Social Sciences.
In response it was noted that any record of this process will not go into a committee member's employment file.

MOTION to extend discussion 10 min made and seconded by M. Henes and V. Jaramillo.
VOTE: Approved unanimously.

Social Sciences faculty are no less objective than any Senate member.

Only three members of CAFPE volunteered to serve on the committee.
A timely resolution of this matter is deserved.

VOTE ON MOTION: Motion fails

No: T. Stoddard, B. Bhadha, B. Constantine, M. Fortuna Dean, K. Pilon
Abstain: T. Melnarik, X. Leng, G. Jerome, E. Douglas, L. Persaud, S. Bower

MOTION to approve E. Feser: L. Hintzman / T. Stoddard

E. Feser is from philosophy and teaches ethics.

If not approved, President Rogacs would go before CAFPE to explain what happened.

The Senate does not meet in the summer, and if the Committee is not formed, this matter would have to be convened in the fall.

CALL THE QUESTION: R. Allen

VOTE on MOTION: Approved by majority vote. Motion passes.

No: K. Pilon, B. Constantine, M. Fortuna Dean; Abstain: T. Melnarik, E. Douglas,

MOTION made and seconded by T. Stoddard and L. Hintzman to accept G. Jerome and K. Simon as the two Senate representatives and S. Miranda as an alternate.

VOTE: Passed by majority vote. Abstain: K. Pilon

MOTION made and seconded by T. Stoddard and L. Hintzman approving the formation of the Ad Hoc Hearing Committee.

VOTE: Motion passes. Abstain: B. Constantine and K. Pilon

I. COMMITTEE REPORTS

1. Calendar Committee: Calendar Options (Information Item only).

Co-Chairs are: Dr. Terry Giugni (Administrative Co-Chair) and Mark Whitworth (Academic Senate Co-Chair).

2020-2021 Academic Calendar presentation about current conversation along with presentation of options under consideration. Two detailed handouts provided to give details and data on this item. There is a lot of work to do to build a calendar that supports student completion.

Lengthy discussion with numerous questions received and answered by Dr. Giugni. The Calendar Committee encourages questions and ideas for data to be collected. Data will be analyzed to develop a calendar that aids student completion. The intent is not to finalize the 2020-2021 calendar before summer.

The Senators were urged to report to their divisions that there will be a survey of faculty about this long deliberative process.

2. Accreditation Standing Committee: ACCJC Annual Report and ACCJC Changes (Information Item only): Crystal Kollross and Lynora Rogacs

This Annual Report is required to be filed annually.

There is a fiscal report and a report on FTES.

The ACCJC is now acting as a supportive body supporting improvement rather than a punitive body.

In rare cases are compliance regulations issued.

The Institutional Self-Evaluation Report (ISER) will be due at end of December 2020.

I. ACADEMIC SENATE OFFICER'S REPORTS:

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| 1. President's Report: | None |
| 2. Vice President's Report | None |
| 3. Secretary's Report | None |
| 4. Treasurer's Report | None |

J. ANNOUNCEMENTS:

EVENTS:

- | | |
|------------------|--------------------------------------------------------------------------------------------------------------------|
| May 28: | 1:25pm Creveling Location Asian Pacific Islander Heritage Event Performance ("Scrimmage") |
| | 5:30 pm: Circadian, Reception and talk by Sumun Pendakur |
| May 25: | Foster Youth Program Session |
| June 3: 5-6 PM | Circadian: Academic Senate Scholarship Reception will immediately follow the Senate Board Meeting in the Circadian |
| June 6: 6-8:30pm | Annual Senate and Foundation Banquet |

K. ADJOURN MEETING: L. Hintzman.