

**Pasadena City College is an equity-minded learning community dedicated to enriching students' academic, personal, and professional lives through an array of degree and certificate programs, campus engagement, and customized student support.**

**Title of Meeting / Committee Name: College Council**

**Thursday March 5, 2020 10:00am-11:00am**

**Room: President's Conference Room**

**Chair:**

**Dr. Erika Endrijonas**

**Name of Person Taking Notes: Jennifer Alvarez**

### **Meeting Notes**

**In Attendance:** Carrie Afuso, Richshell Allen, Carlos Altamirano, Jeff Archibald, Eamon Conklin, Erika Endrijonas, Terry Giugni, Matt Henes, Veronica Jaramillo, Crystal Kollross, Gena Lopez, Gary Potts, Mackenzie Rivera, Shelagh Rose, Mark Whitworth

E. Endrijonas called the meeting to order at 10:03 AM.

#### **I. Public Comment on Non-Agenda Items**

- M. Whitworth discussed interest in the district's response to the coronavirus.

#### **II. Review and approval of meeting notes from February 20, 2020**

- Motion to approve: V. Jaramillo. Second: M. Whitworth. Approved.

#### **III. INFORMATION ITEMS**

##### **1. Superintendent-President's Update**

- E. Endrijonas announced that a major emergency was announced in Pasadena yesterday. She indicated that meetings are taking place on a daily basis.
- There is a blue ribbon on the PCC webpage that has information regarding the coronavirus and they are working on FAQs. She asked the committee to encourage students and staff to stay at home if they are sick.
- E. Endrijonas explained that I8 would have someone serve food rather than allowing self-serving. Lancer Pantry food distribution will stop due to concerns.
- E. Endrijonas discussed updates regarding travel. This is a fluid situation and as more information comes in, decisions will be made.
- In-state travel is still happening. A form will be made available on the website in case students or faculty have questions.
- The call center is working to address phone calls and questions regarding coronavirus.
- T. Giugni indicated that he will be sending an email to faculty regarding how to deal with this in the classroom.
- G. Potts indicated that some people were told to go home by their supervisors. E. Endrijonas indicated this should be discussed with Bob Blizinski because this is a personnel issue.
- M. Whitworth announced that Lisa sent an email regarding a task force in the PCA division to deal with these issues.
- T. Giugni discussed the measures that are being taken in case people cannot come to campus. A plan is being put together by the college. Units, departments, divisions, should

be thinking about how to do their work and how that will be impacted as different levels of emergency progress.

- T. Giugni announced that it might get to the point where the college might need to be shut down. He is meeting with a small group to discuss how to convert face-to-face courses to online.
  - M. Whitworth asked how the campus closing for an extended period would affect students receiving credit for their courses.
  - T. Giugni and E. Endrijonas indicated that students would receive credit as determined by the Chancellor's Office.
  - V. Jaramillo asked if there would be a consideration to skip spring break if they had to use two weeks for exams. E. Endrijonas indicated that this would be considered.
2. Accreditation Update – C. Kollross
- C. Kollross announced that the accreditation site visit is one year out.
  - C. Kollross announced that sections of the ISER have been posted to the accreditation website for third-party comments. She encouraged everyone to provide feedback to the accreditation standing committee.

#### **IV. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION**

1. Calendar 2020-2021- T. Giugni and M. Henes
- T. Giugni distributed draft three and the explained that the calendar committee discussed the drafts.
  - Draft three is a modification of draft one. He explained the differences between both versions. He announced that the calendar committee is recommending option three to College Council for the 2021 side of the 2020-2021 academic calendar.
  - C. Altamirano indicated that the majority of MA and students he emailed selected option two. T. Giugni explained that option two will cause scheduling havoc but he will defer to the board.
  - The committee discussed option two.
  - M. Henes moved the adoption of a motion to approve calendar option three, which, after discussion, was amended to change winter session to begin on January 4, 2021. Second: M. Whitworth.
  - M. Whitworth asked if it was appropriate for College Council to make amendments to the calendars. E. Endrijonas indicated yes, ultimately, it is the responsibility of the College Council to recommend a calendar to her.
  - T. Giugni explained that the Calendar Committee understands that the academic calendar can change as it is moved forward.
  - M. Henes explained that the Calendar Committee did not scrutinize the start date of winter. The focus was on spring and summer.
  - C. Kollross explained that there would be an issue if the College Council did not review all recommendations made by the Calendar Committee.
  - The committee voted on the amendment to calendar option three to change the start date to January 4, 2021. The motion passed.

#### **VI. ANNOUNCEMENTS**

- S. Rose announced career communities event launching on Tuesday, March 10<sup>th</sup> from 11:30am to 1:30pm and Wednesday, March 11<sup>th</sup> from 3:30pm to 5:30pm in the quad.
- M. Rivera announced that Associate Students has a student awareness day today.

**VII. ADJOURNMENT – 10:56am**

**Member Notes:**

**Accreditation Related:**

