

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

Tuesday, June 9, 2020 10:00am-11:30am

Room: Via Zoom

Chair:

Dr. Erika Endrijonas

Name of Person Taking Notes: Jennifer Alvarez

Meeting Notes

In Attendance: Richshell Allen, Carlos Altamirano, Jeff Archibald, Michael Bush, Maria Bustamante, Tony Casillas, Eamon Conklin, Erika Endrijonas, Terry Giugni, Matt Henes, Veronica Jaramillo, Julie Kiotas, Crystal Kollross, Gena Lopez, Cynthia Olivo, Robert Oventile, Gary Potts, Mackenzie Rivera, Lynora Rogacs, Shelagh Rose, Mark Whitworth, Micah Young

E. Endrijonas called the meeting to order at 10:00 AM.

I. Review and approval of meeting notes from May 21, 2020

- Motion to approve: M. Henes. Second: C. Altamirano. Approved.

II. INFORMATION ITEMS

1. Superintendent/President's Update

- E. Endrijonas announced the end of the spring semester and virtual celebrations.
- E. Endrijonas discussed the show of support, concern, and dialogue that has happened over the last couple of weeks. It is impressive and demonstrates why we are part of a college community. The commitment is to close 100% of achievement equity gaps by 2027, and this requires a safe environment on campus for everyone. This is a call to make real change and improvement. She is honored to lead this change, and she appreciates all of the work that everyone is doing.
- PCC is in the top 10 for the Aspen Prize for the third time in a row. PCC is the only school in California that is in the top 10. The virtual visit with the Aspen team will be on October 6th and 7th. In January and February, the prize jury will be reviewing the reports, and the winner will be named in May 2021 during a ceremony in Washington, DC.
- E. Endrijonas congratulated Mackenzie Rivera on being elected President of Associated Students. M. Rivera shared that she has been involved with Associated Students for two years and would like to give back to the students.

2. Academic Affairs Update

- T. Giugni announced that the fall schedule is being finalized this week. The plan for fall is that where a face-to-face class needs to occur to complete the class, there will be a way to do that safely, reducing the number of students in the classroom and using social distancing. The schedule will go live next week.
- Summer registration and enrollment started later this year. Summer is 100% online.

As of this morning, enrollments are at 91% of what last summer's enrollments were at the same time period. An increase in enrollment is expected this week as students are finishing finals and starting to think about summer. Headcount is down- it is at about 80%. Students are taking more classes this summer.

- T. Altamirano indicated that some students try to add classes by visiting them on the first day and asked if there will be a method to do this virtually.
 - i. J. Kiotas explained that the waitlist is already there. There are add codes and a student waitlist. If there is a spot available, the student is notified, and is offered an add code for the class.
- T. Giugni explained that as of this morning, there are 1300 students on the waitlist for all classes combined. There is a possibility that classes with low enrollment will be canceled this week. Deans have been adding classes in areas where there is high demand.
- T. Giugni explained that with the increase in summer enrollments, there would be sufficient FTS generated from the summer session.

3. Student Affairs Update

- C. Olivo reviewed the documents she sent to the committee.
 - i. A letter was sent to students on behalf of the Academic Senate to provide students with grading options for finals. C. Olivo shared that many students are under stress and may need assistance with these processes.
 - ii. An incomplete grade form and a link to the Transfer Center were sent to students in case they need support with making these decisions.
 - iii. Students were reminded that if they withdraw, Admissions and Records will convert this to an excused withdrawal.
 - iv. The Academic Senate voted that if a student receives an F in a class, this will be converted to an excused withdrawal as well. If students need to keep the F on their transcript, they can petition, and it will be reverted.
 - v. A form is also provided for students that are experiencing any challenges, and this is being monitored.
- C. Olivo announced that PCC would be participating in a new equity alliance. Dr. Endrijonas was contacted by Dr. Shaun Harper, Executive Director of the USC Race and Equity Center, and he is starting a California Community College Leadership Alliance that will be virtual. The documents indicate the types of training that Dr. Harper and his team will be offering, such as creating equitable pathways to leadership roles for employees of color, meaningfully integrating race across the curriculum, etc. Dr. Endrijonas will be leading PCC in working with Dr. Harper.
 - i. The QUEST newsletter was sent to students. Desiree Hernandez has been proactively helping students. C. Olivo asked the committee for help to connect and bridge students to the support needed.
 - ii. C. Olivo announced the first annual Asian Pacific Islander and Desi American graduation in honor of Esther Takei Nishio.
 - iii. A training session to provide Cal Fresh application assistance will be offered to employees who are interested in helping students sign up for the Cal Fresh program. The training will take place every Thursday in June at 1:30 pm.
 - iv. Student Services is also preparing to help students with fall registration.

- v. C. Olivo will also share a video with Niki Dixon, EOP&S Director, showcasing students.

4. Business and Administrative Services Update

- M. Bush announced that the budget had been approved by the legislature. The legislature has rejected the governor's cuts to education and health services. There is a negotiation that will happen with the governor.
 - i. The legislature passed a budget that does not have new additions but is level funding for this year. There is one exception, Calbright College has been eliminated.
 - ii. There is a COLA funded for the student-centered funding formula. All other categoricals will be flat funding.
 - iii. The budget assumes that there will be federal relief. If there is not federal relief, there will be an additional \$600 million of deferrals from 2021 to 2022 for the community colleges. PCC's share will be \$20 million. The deferrals will be determined by October. The interest rate is between .5% and 1%. The cost would be about \$200,000.
 - iv. The budget has to be finalized by June 15th.

5. Accreditation Update

- C. Kollross announced that the Accreditation Standing Committee reviewed the Institutional Self Evaluation Report. The evidence is being finalized and numbered for review of the ISER in the fall through shared governance.
- C. Kollross thanked everyone who worked on the report.
- E. Endrijonas indicated that she also reviewed the ISER and provided feedback. She complimented C. Kollross and T. Alvarado on their work and congratulated everyone on the Accreditation Standing Committee.

III. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

1. Academic Calendar 2021-2022

- T. Giugni indicated that this calendar is being recommended by the Calendar Committee and provided a summary.
 - It is required by law to indicate dates that are important for voting. A date in March 2022 will need to be added to the calendar and will not change any aspect of the calendar. The purpose is to provide information.
- M. Henes informed the committee that the Academic Senate voted in favor of keeping winter, and none of the faculty or student representatives of the Calendar committee voted in favor of the recommended calendar
- M. Henes informed the committee that the Academic Senate and Calendar Committee vote was close.
- Motion made and seconded by J. Archibald and M. Bustamante approving the academic calendar for 2021-2022. No discussion.
Roll call vote: Motion approved by majority vote. Aye: Majority. Nay: M. Whitworth, E. Conklin, T. Casillas, G. Potts. Abstain: M. Henes, C. Altamirano.

2. BP 7110 Delegation of Authority-Human Resources

- E. Endrijonas reviewed BP 7110.
- M. Henes indicated that Academic Senate approved BP 7110.

- Motion made and seconded by M. Henes and V. Jaramillo approving BP 7110 Delegation of Authority-Human Resources. No discussion.
Roll call vote: Motion approved by majority vote. Aye: Majority. Nay: None. Abstain: None.

3. BP 7530 Resignations

- E. Endrijonas reviewed BP 7530.
- Motion made and seconded by C. Altamirano and M. Bustamante approving BP 7530 Resignations. No discussion.
Roll call vote: Motion approved by majority vote. Aye: Majority. Nay: None. Abstain: None.

IV. NEW ITEMS – DISCUSSION AND POSSIBLE ACTION

1. Sustainability Standing Committee Charge and Membership

- M. Henes indicated that the Sustainability Subcommittee is a subcommittee of the Facilities Standing Committee. This subcommittee goes beyond facilities. He has worked with faculty members and C. Kollross to update the charge of the committee. R. Oventile has agreed to be the faculty co-chair.
- R. Oventile discussed brainstorming sessions with other faculty members. The Sustainability Standing Committee would be interested in recycling issues on campus, ecologically friendly food services, reducing carbon footprint, and cultural sustainability on campus and the academic side of sustainability. He announced that he would be presenting at FLEX Day in the fall on the idea of having an earth system stewardship general education outcome at PCC.
- E. Endrijonas indicated that she would like PCC to be designated as a Tree Campus USA campus. Part of this designation is having a tree master plan and a committee designated as being dedicated towards trees. She also discussed having an Arbor Day celebration every year at the end of April.
- Motion made and seconded by V. Jaramillo and M. Henes approving the Sustainability Standing Committee. Discussion: M. Henes thanked the faculty who reached out to him about this committee and to those who will be participating in this committee.
Roll call vote: Motion approved by majority vote. Aye: Majority. Nay: None. Abstain: None.

2. Cooperative Work Experience (CWEE) Plan

- J. Kiotas reviewed the CWEE Plan. It is a requirement for the Chancellor's Office and Title V. The plan indicates how the college will work in relation with community employment partners and the Freeman Center.
- Motion made and seconded by S. Rose and M. Henes approving the Cooperative Work Experience (CWEE) Plan. Discussion: V. Jaramillo commented that this is exciting because students will have access to these work experiences. T. Giugni indicated that work-based learning opportunities would continue to increase as well as the number of students that can take advantage of these opportunities.
Roll call vote: Motion approved by majority vote. Aye: Majority. Nay: None. Abstain: None.

V. ANNOUNCEMENTS

- C. Olivo thanked E. Endrijonas for the changes to the PCC homepage. She shared that there are letters of support from the various stakeholder groups regarding Black Lives Matter and indicated that Student Services would also be working on a letter.

VI. ADJOURNMENT – Adjournment of meeting in memory of George Floyd. 11:11 AM.

Member Notes: