## OFFICERS AND MEMBERS PRESENT

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>ACADEMIC SENATE PRESIDENT</td>
<td>JIM BICKLEY</td>
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<tr>
<td>VICE PRESIDENT</td>
<td>EDWARD MARTINEZ</td>
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<tr>
<td>SECRETARY</td>
<td>AHNI ARMSTRONG</td>
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<tr>
<td>TREASURER</td>
<td>PATRICIA LYNN</td>
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<td>ADJUNCT FACULTY</td>
<td>MARK DODGE</td>
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<td>COMMUNITY EDUCATION CENTER</td>
<td>NADEGE WILLIAMS</td>
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<td>COMMUNITY EDUCATION CENTER</td>
<td>PAUL MARTIN</td>
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<tr>
<td>COUNSELING</td>
<td>CECILE DAVIS ANDERSON</td>
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<tr>
<td>ENGINEERING</td>
<td>BERNARDINO RODRIGUEZ</td>
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<tr>
<td>ENGLISH</td>
<td>ROGER MARHEINE</td>
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<tr>
<td>ENGLISH</td>
<td>DUSTIN HANVEY</td>
</tr>
<tr>
<td>HEALTH SCIENCES</td>
<td>LORI GAGLIARDI</td>
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<tr>
<td>KINESIOLOGY, HEALTH &amp; ATHLETICS</td>
<td>JESSIE MOORE</td>
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<tr>
<td>LANGUAGES</td>
<td>LOKNATH PERSAUD</td>
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<td>LANGUAGES</td>
<td>ANDRZEJ BOJARCZAK</td>
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<td>LIBRARY</td>
<td>JUDY OHYE</td>
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<td>LIBRARY</td>
<td>DONA MITOMA</td>
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<td>MATHEMATICS</td>
<td>PAT PEACH</td>
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<tr>
<td>PERFORMING AND COMMUNICATION ARTS</td>
<td>RITA GONZALES</td>
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<td>PERFORMING AND COMMUNICATION ARTS</td>
<td>TAD CARPENTER</td>
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<tr>
<td>SOCIAL SCIENCES</td>
<td>DAVID URANGA</td>
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<td>SOCIAL SCIENCES</td>
<td>DAVE MCCABE</td>
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<td>SOCIAL SCIENCES</td>
<td>DEREK MILNE</td>
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<tr>
<td>SOCIAL SCIENCES</td>
<td>JO BUCZKO</td>
</tr>
<tr>
<td>VISUAL ARTS AND MEDIA STUDIES</td>
<td>YOLANDA MCKAY</td>
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## OFFICERS AND MEMBERS ABSENT

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
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<tbody>
<tr>
<td>BUSINESS &amp; COMPUTER TECHNOLOGY</td>
<td>SONIA WURST</td>
</tr>
<tr>
<td>BUSINESS &amp; COMPUTER TECHNOLOGY</td>
<td>SHELLEY GASKIN</td>
</tr>
<tr>
<td>HEALTH SCIENCES</td>
<td>LEE HASSIJA</td>
</tr>
<tr>
<td>MATHEMATICS</td>
<td>FRED KEENE</td>
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<tr>
<td>NATURAL SCIENCES</td>
<td>Pending</td>
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I. CALL TO ORDER – 3:10 p.m.

II. PLEDGE OF ALLEGIANCE: Led by Pat Peach

INTRODUCTIONS: Dr. Jackie Jacobs, Dr. Lisa Sugimoto, Leticia Velez (Classified Senate President), Jason Herbert (VP Academic Affairs, Associated Students), and Joseph Futtner (C &I Chair)

III. APPROVAL OF MINUTES for September 14, 2009. 
MOTION for approval of minutes as submitted by Edward Martinez and Patricia Lynn. 
Corrections:
- List as Present: Dustin Hanvey and Diana Francisco
- Motion for Adjournment: made by Mark Dodge
  VOTE: Approved by a majority. Abstention: 1 vote.

IV. PUBLIC COMMENT:
Dr. Sugimoto welcomed Dr. Bickley back from his hospitalization. Dr. Bickley shared the details of his coronary artery stent repair. He expressed his appreciation to all who so kindly expressed their concern, prayers, and encouragement.

Dr. Bickley requested that parliamentary procedures allow for the PCCFA report to be moved forward on the agenda (motion is not required).

V. STANDING AD/HOC CAMPUS-WIDE COMMITTEE REPORTS:

1. Senate Calendar Committee: update on 2010-011 2011-2012 Calendar [draft copy is available in the Senate Resource Manual, page (?)]. On behalf of Rich McKee, President
Bickley stated that calendar information had been presented earlier to the Senate Board. Mr. McKee wanted the Senate to be proactive with comments and concerns for the proposed Calendar, which can be found in the Senate Resource Manual. Two areas of concern: The Senate Calendar Committee recommended No Flex Days and whether we’ll continue to have a break between spring and summer. This break was strongly supported by Classified staff and the students. There is no break between spring and summer in 2009-2010. The Committee would like to have a draft ready and submitted prior to October 29. Dr. Sugimoto pointed out that the calendar to be reviewed and voted on would be the one for 2011-1012. The 2010-2011 calendar has been voted on and can now be used as a reference for the 2011-2012 calendar. A DRAFT 2011-2012 calendar is in the Senate Resource Manual (Page ??).

2. Ad Hoc Senate SLO Committee: Cecile Davis Anderson said the Committee hopes to receive feedback and responses in regard to the SLO Philosophy Statements. To date, none have been received. President Bickley may resend these statements out to faculty via e-mail before a vote is taken in approximately a month. The statements are also in the Senate Resource Manual [Page __].

3. Ad Hoc Disaster Relief Committee: Pat Peach – Red Cross Donation. Ms. Peach asked the Senate their opinion on making a donation to the Station Fire. Motion made by Patricia Lynn and seconded by Loknath Persaud for the Senate to donate $200 to the American Red Cross in response to the Station Fire disaster. Vote: Passed Unanimously.

4. Edward Martinez said the Ad Hoc Title 5 Changes Committee will next meet this Thursday, October 1, 12PM, Rm. C225, to take a final look at six to seven proposed new majors (including Environmental Studies, Foreign Languages, Linguistics, Visual Arts, etc.). After Committee review, this information will be forwarded to the C & I Committee in early November. Senate representatives were urged to communicate with their C & I representatives and other division colleagues to look over these proposals before the Committee vote at the end of the semester. Once approved, they can go into the next PCC catalog as early as the spring semester.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Agenda Item Request Not Listed: Mark Dodge moved, and Cecile Davis Anderson seconded, a motion to suspend the rules and ratify the appointment of Paige Wilson to become a member of the Distance Education Committee. This recommendation is supported by the Senate Executive Committee. Vote: Unanimously approved.

Sent to Committee:
Dr. Bickley said the Board of Trustees would like the Senate to address the matter of developing a fair and expeditious method for adding students to classes on or after the first
day of classes ____________. Most faculty would be in favor of supporting a standard procedure and one that would be more expeditious than current procedures that take up a lot of class time. The Education Policies, chaired by Dr. Armstrong, has been selected to evaluate alternatives. Most faculty favor on a first-come basis. In conjunction with this process, Dr. Jacobs said the division deans have communicated with faculty in preparing data which should be available to the Committee this week. On behalf of Administration, Dr. Olivo (sp) is gathering data from other schools on this matter so it can develop a recommendation. Lori Gagliardi suggested forming a collaborative committee that could develop a policy addressing wait lists. When students are placed on a wait list, registration fees are still required. Faculty do face a lot of pressures. Dr. Bickley referred to a student who was possibly going to lose her insurance if she could not be added to the class to get the necessary units to maintain insurance. Jason Herbert said he will forward his contact information to Dr. Armstrong so that he can be notified about future Committee meetings.

1. Educational Policies Committee: Bring back a recommendation to Senate Board regarding faculty preferences for a fair and expeditious method for adding students to classes on or after the first day of classes for a term.

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President’s Report: President Bickley said that Mr. Martinez attended the last Board meeting in his place and congratulated and welcomed Dr. Sugimoto on her interim president appointment. President Bickley wished Dr. Sugimoto success and asked that she please let the Senate know if she needs their help.

Mr. Martinez said there was extensive discussion about the budget development process and the 2009-10 budget, which was approved. Faculty, classified staff, and students expressed a desire to be involved in future discussions.

President Bickley said classes for this semester have filled to to 105.6% and faculty are accommodating many students above regular class numbers.

Education Master Plan: President Bickley attended one of the townhall meetings in Arcadia and Mr. Martinez has since attended two of the meetings. President Bickley encouraged Senate representatives to attend one or more of these meetings. Data about these meetings will be sought from the various constituency groups on campus. Sixty-six percent of students attending the campus reside outside the District’s boundaries. Suggestions and ideas may be forwarded to the Senate. Mr. Martinez added that the sessions he attended were informative and a good opportunity for comments and feedback.

Senate Goals: President Bickley is working on the objectives. Senate Office Budget Cuts:
Discretionary funds: 8%
Travel & Conference: 50%
Membership Dues
The Senate was not budgeted for the full amount to pay the State Academic Senate membership dues. The Senate’s budgeted amount will not fully cover the amount owed and the President’s area has offered to make up the difference.

R-2 Vice-President’s Report:
The PCCFA, Academic and Classified Senates, and the Associated Students are co-sponsoring a forum for the Board of Trustees candidates [notice will be sent to faculty via e-mail] on Thursday, October 15, 12PM in the Creveling Lounge. This event will be open to all faculty, staff and community members. It is hoped that all candidates will attend to answer questions and provide feedback. There are four Trustee seats open election. Three seats are contested [Geoffrey Baum, Connie Rey Castro, Beth Wells Miller] and one seat is not contested [Hilary Bradbury-Huang].

The Associated Students will relay the information on this event to the students.

Another ad hoc committee, on Basic Skills Initiative [BSI] changes, is in the process of being formed. The BSI Initiative centers on looking at strategies to enable students to successfully go through basic skills classes and finish English 1A and Math 131 [Intermediate Algebra] so they can earn an AA or AS degree. The committee will look at those institutional factors that we may need to change to accommodate those students making this successful transition. Questions about registration priorities, mandatory orientation, access to assessment and the assessment process all have an impact in student success. The Committee will develop ideas and look at the restrictions currently in place through Title 5 and current policies that govern these practices and see how we may change those policies to accommodate the types of changes for the best interest of students.

R-3 Secretary’s Report: No report.

R-4 Treasurer’s Report: Patricia Lynn presented the following information:
Credit Union Checking: $6,470  Credit Union Savings: $6,160
Credit Union Scholarship Fund: $7,289
Credit Union Current Balance: $19,920.77

Foundation Scholarship Account
PR [permanently Restricted] Account Balance $130,000
TR [temporarily restricted] Account Balance: $26,957.10
Four out of the Six 2009 Senate scholarships have been funded
VIII. INFORMATION ITEMS: The following items will be discussed, with possible action to follow on each item.

1. Flex Day – Schedule of Flex Day plans and activities was presented by President Bickley, as he reviewed the Flex Day schedule for September 29. The morning session in Sexton Auditorium has been streamlined to one hr and will be filled with important information. Dr. Sugimoto will welcome the attendees, and there will be brief presentations on various tasks and recommendations like accreditation, SLOs, courses, programs, certificates and degrees. To save on refreshment costs, lunch will not be provided. If lunch were provided, the cost would be $33,000. There will be three workshops for those without division activities. At a cost of $33,000, it was decided that a free lunch will not be provided for this event. Dr. Sugimoto said the piazza would be open and will be serving food at “reduced” prices. Faculty will be provided the opportunity to work within their division after the opening session. There will be an Evening Flex Day activity for adjunct faculty who teach on Tuesday evenings.

2. Need for membership on Distance Education Committee and Faculty Technology Committee. Both committees do not have representatives from all the divisions. The next Distance Education Committee meeting will be on October 13, C225.

The Faculty Technology Committee will evaluate various software and hardware changes. The Committee Chair is Eric Hansen. Representatives from this Committee would attend Campus Technology Committee meetings.

3. Institutional Effectiveness Committee: President Bickley said this area will be addressed at Flex Day and asked for the representatives to be prepared to vote on this matter at the next Senate meeting.

4. A Teaching and Learning Colloquium, sponsored by FACCC, will be held on campus at PCC on October 2 & 3, 2009 (handout provided). FACCC is a lobbying organization that supports the Community College issues and specifically gears its activities to community college issues in California. A reduced registration fee of $50 (vs. $70) is available “only” if the participant does not register online, and the Participant would have to show up the day of the event with PCC/ID. FACCC would prefer for contact to be with Lynn Wright or Linda Magee before the event. Several rooms including C333, have been reserved for breakout sessions. Dr. Bickley will send out an e-mail on this event.

5. On the matter of whether to Arm Campus Policy and procedures for determining faculty position, no recommendations or motions will be made today. Constituency groups will be asked their position and as a faculty, President Bickley would like the Senate to consider how a faculty position would be shared with the College Coordinating Council. He would like suggestions to be forwarded to him by the next meeting. Dialogue on this matter was
delegated to a campus-wide ad hoc committee several years ago. Dialogue with various campus groups has not taken place to develop pro and con information on the issues. Jason Herbert, of Associated Students, said the students understand that the officers should be required to carry guns, but not the cadets.

6. Teaching and Learning Center [TLC]– Presenters: Brock Klein and Lynn Wright. Mr. Klein stated the TLC was created with a Title 5 grant in 2000. During this time, the Center had its first retreat and developed a mission statement that focused its efforts on Basic Skills students, which put it ahead of the curve in the nation. A lot of time is spent understanding who the basic skills students are and what their needs. Graduate students assist with qualitative and quantitative projects. Different strategies are discussed on campus and with other education / regional groups in Los Angeles, Glendale and other Los Angeles District groups. Mr. Klein stated that Basic Skills students normally need support starting from their first year and continuing through completion of their class program. TLC’s oldest and most complex learning community is the summer bridge program. TLC has an outreach coordinator, who is in constant communication with the high schools. TLC’s focus has evolved to the first year student, because the first four weeks are critical to student success. Retention spikes with success in English and/or Math.

TLC has a math-intensive summer bridge called Math Jam, which accommodates approximately 60 students and moves into fall/spring with English/Math classes with approximately 120 students. First priority is to those students coming from Pasadena Unified School District (PUSD) and then to nearby feeder schools.

- Pre Algebra Level: all first-year students
- Beginning Algebra: more diverse student range

TLC has developed an intensive and successful math path program. It is working on migrating their activities to other areas on campus. Dr. Wright oversaw numerous career pathway programs that were funded by federal government grants. There is no cost to the students. The summer retention week of the summer program has been very successful.

TLC discusses and interprets data from various sources to use and change the programs. All TLC programs rely heavily on faculty input and direction.

Dr. Wright said data is very important with the “new standards” in place. Students now need English 1A and Math 131, or the equivalent, to received an AA/AS degree. The Los Angeles area is currently utilizing their own TLC resources re: Math Jam, Math Path and FiGs (Faculty Inquiry Groups). There is a faculty Inquiry Network called FIN., This site can be accessed at http://facultyinquiry.net to learn more about faculty inquiries. Math teachers Jay Cho and Dr. Yu-Chung Chang have had highly successful results within the TLC math programs and FIGS. First year Ujima and Puente students are working with TLC programs.
Additional TLC data can be accessed at:
http://gallery.carnegiefoundation.org/specc/specc/specc homepage.html
http://gallery.carnegiefoundation.org/specc/specc/specc homepage.html

Part of TLC’s identity is program management and developing a database to track students starting from high school through the end of their schooling on campus. Success is measured by how well students do after they leave TLC. Students are tracked as they attend higher learning institutions. Puente, Ujima and Teacher Prep are using the database. TLC is looking closer at technology, networking with schools outside of the state, and logic modeling (systematic process of program design management evaluation).

Dr. Wright will be making TLC presentations on Flex Day. She can be contacted to arrange a date and time for her to give advice on learning styles, culturally responsive pedagogy, etc. All areas have basic skills students. More TLC information is available at www.pasadena.edu/tlc

STANDING INFORMATION ITEMS

S1-1:  PCCFA REPORT:  Mr. Marheine said once a month he attends a PCCFA meeting in Glendale. These meetings are a good resource in finding out what’s happening locally. A number of the CFT local leaders are “very connected to the state.” Mr. Marheine congratulated Dr. Sugimoto on her appointment as Interim President. A newsletter is being prepared and will address the upcoming Board of Trustee elections. PCCFA officially endorses Steven Gibson for Area 1[north Altadena, west Pasadena and La Canada] and 2) current Board member Beth Wells Miller of Area 7. A joint candidate forum, sponsored by the Union and assisted by the Academic Senate, is scheduled for October 15,12pm in Creveling Lounge. Fliers will be sent to faculty.

Adjunct Issues:  On October 3, 12:30 – 2:30, Rm. C233, Preston Rose is chairing a fall gathering of adjunct faculty (50-60 people) to share their concerns and issues. Full-time faculty are welcome to attend.

CTA Lawsuit:  Depositions are scheduled this week. A good outcome is hoped for in the near future. There was discussion about both state and local budgets at the General Membership meeting:

S1-2:  FACCC REPORT:  No report.

S1-3:  ADJUNCT FACULTY REPORT:  Cal State Los Angeles has incurred a 35% class cut, and faculty furloughs of 2 days a month. Fifteen percent more in cuts are expected. Strikes cannot be held because they were not negotiated in the contract. Demonstrations are being held every day at this campus and other Cal State campuses.
IX. ANNOUNCEMENTS

2. Presentation by Jonathon Lightman, Executive Director of FACCC, to PCC Academic Senate on October 12.
3. Education 2020 Town Hall Meetings: September 30 (Temple City Area 5); October 1 (Cal Tech Area 4); October 8 (Lake Avenue Church Area 3); October 10 (Jackie Robinson Center Area 3).

X. Adjournment. MOTION to adjourn at 4:53 pm made by Mark Dodge.

Next Senate Board Meeting: October 12, 2009