

May 3, 2010

OFFICERS AND MEMBERS PRESENT

ACADEMIC SENATE PRESIDENT	JIM BICKLEY
VICE PRESIDENT	EDWARD MARTINEZ
SECRETARY	AHNI ARMSTRONG
TREASURER	PATRICIA LYNN
COMMUNITY EDUCATION CENTER	NADEGE WILLIAMS
COUNSELING	CECILE DAVIS ANDERSON
ENGLISH	DUSTIN HANVEY
HEALTH SCIENCES	TOM NEIDERER
LANGUAGES	PAULETTE KOUBEK
LANGUAGES	LOKNATH PERSAUD
KINESIOLOGY, HEALTH & ATHLETICS	JESSIE MOORE
MATHEMATICS	PAT PEACH
MATHEMATICS	FRED KEENE
PERFORMING AND COMMUNICATION ARTS	RITA GONZALES
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
PERFORMING AND COMMUNICATION ARTS	RITA GONZALES
SOCIAL SCIENCES	DAVE MCCABE
SPECIAL SERVICES	JO BUCZKO

OFFICERS AND MEMBERS ABSENT

ADJUNCT FACULTY	MARK DODGE
BUSINESS & COMPUTER TECHNOLOGY	SHELLEY GASKIN
BUSINESS & COMPUTER TECHNOLOGY	SONIA WURST
ENGINEERING	BERNARDINO RODRIGUEZ
ENGLISH	DIANA FRANCISCO
ENGLISH	ROGER MARHEINE
HEALTH SCIENCES	ANITA BOBICH
HEALTH SCIENCES	LEE HASSIJA
LIBRARY	JUDY OHYE
NATURAL SCIENCES	KERIN HUBER
NATURAL SCIENCES	TERRI BORMAN

SOCIAL SCIENCES	DEREK MILNE
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

GUESTS AND VISITORS

VICE PRESIDENT/INSTRUCTIONAL ADMINISTRATION	JACKIE JACOBS
INTERIM DEAN, EDUCATIONAL SERVICES	ROBERT MILLER
DISTANCE EDUCATION COMMITTEE	SANDY HAYNES
ACADEMIC SENATE RANK COMMITTEE	TED JAMES
ACADEMIC SENATE AD HOC SLO COMMITTEE	CECILE DAVIS ANDERSON
COMPUTING SERVICES	ROBERT CODY
DEBRA WOOD	NATURAL SCIENCES
KINESIOLOGY, HEALTH & ATHLETICS	GREG SMITH
NATURAL SCIENCES	DEBRA WOOD
ACADEMIC SUPPORT	CAROL ROBINSON
CLASSIFIED SENATE	DEBRA CANTARERO

I. CALL TO ORDER – 3:10 p.m.

II. PLEDGE OF ALLEGIANCE: Led by Tom Neiderer.

INTRODUCTIONS: Dr. Allen Dooley, Dr. Carol Robinson, Dean Robert Miller, Debra Cantarero.

III. APPROVAL OF MINUTES for April 12, 2010.

Minutes accepted as presented with one correction: Unanimously passed.

Correction: Page three, item 3: Reference to “one vacation week between the end of spring and summer of 2012” should be described as a “week of no classes.”

Correction will be made.

PUBLIC COMMENT: Student announcement: Pending: Nolan

Recommendation and approval made to move the following items up on the agenda:

Information Item No. 1: Greg Smith: Kinesiology faculty concerns.

Information Item No. 3: Move up No. 3: Bob Cody: Managed Information Printing

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

1. Academic Senate Rank Committee Recommendations For Spring 2010 Change of Rank Applications were presented by Committee Chair Ted James:

FULL TIME	Assistant Professor	Associate Professor	Professor	Professor Emeritus
	Debra B. Folsom Keiko Fukazawa Elsie Rivas Gomez Dustin Hanvey	Elisabeth Choate-Ciletti Steve Anthony Pell Brian Tucker Ruoyi Wu	Richard Beyer Lorraine Gagliardi	Dr. Emy Lu Weller

MOTION to approve the Committee recommendations was made by Ahni Armstrong and seconded by Patricia Lynn: VOTE: Unanimously approved.

2. Distance Education (DE) Committee Chair, Sandy Haynes

DE Recommendation 110 [Regular Effective Contact Definition] was presented for vote of approval. MOTION approving DE Recommendation 110 was made by Tom Neiderer and seconded by Pat Peach. Discussion: There is such a word as: “Netiquette”, as referred to on page 3 [3., c]. VOTE: Motion passed unanimously.

Presented for review and division feedback before the next Senate Board Meeting.

DE Recommendation 109: Teacher Load Recommendation

DE Recommendation 110: Intellectual Property Rights and Copyright

President Bickley said Faculty Association representatives will address the DE Committee recommendations after the committee finishes its work and the Senate Board votes on the matters. Some of the topics addressed by the recommendations are clearly negotiable items that pertain to working conditions. Ms. Haynes said only three documents have been sent to the Faculty Association as negotiated items. Some recommendations are mandated, from Title 5 to FERPA, and are not an option.

3. Ad Hoc Senate SLO Committee: Shelagh Rose was not available today. Cecile Davis Anderson asked for a vote on the proposed “Philosophy Statement of Student Learning and Support Services Outcome,” which was previously presented to the Senate board for review and division feedback.

SLO philosophy statement was a fairly succinct paragraph about SLOs and our effectiveness on campus.

Further discussion or comment:

Q: This is final draft up for vote from committee? Answer: Yes

MOTION to support final draft presented to Senate Board. Motion made by Tom Neiderer and seconded by Pattie Lynn:

VOTE: Unanimously approved.

Bob Miller: some form of official transmission might be helpful to Bob Miller and/or Crystal Kollross to assist with the second Accreditation recommendation.

4. Educational Policies Committee Chair, Ahni Armstrong, said the Committee would like feedback from the Senate Board in regards to its developing a policy pertaining to the appropriate and inappropriate use of technology in the classroom. Many Senate representatives acknowledged they warned their students about using cell phones in class. It might be helpful and supportive to faculty for there to be a policy in place.

President Bickley said such a policy might ultimately be referenced in the campus Student Code of Conduct or the catalog.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint Josh Fleming to the Ad Hoc Faculty Evaluation Committee.
MSP: Tom Neiderer, Ahni Armstrong: Vote: Unanimously approved.
2. Handout provided: a letter will be sent to full-time faculty, and refer to the importance of more faculty taking a leadership role in college governance. Senate would like this to go to all faculty, and shared by Senate representatives with their division faculty. The handout is close to final stage. We want to see a democratic selection process for members of these committees and to see a commitment for serving on these committees. Jim would like support for sending this matter to faculty and a willingness to share this information within the division and discuss some of the issues raised in this memo.

Edward gave a brief description of the responsibilities of the proposed Institutional Effective Committee, C & I and the Senate Board. Mr. Martinez said it is very important to the college for faculty to consider stepping up their participation on the IEC Committee and other shared governance committees. Jim and Edward are asking division representatives to talk to their divisions and to be a resource for their divisions to select members of these important committees in a open, democratic manner – with the aim to recruit new and distinct representatives for each of the governance groups.

President Bickley reminded us that this document will be sent to all full-time faculty (not adjunct), and Senate representatives are asked to share this information within their divisions. Hopefully before the next board meeting, a revised handout will be forwarded to fulltime faculty.

MOTION Board support in sending this memo to faculty. MSP: Pattie Lynn/Tom Neiderer.

VOTE: Unanimously passed.

Sent to Committee: Time, Place and Manner Policy to Committee on Academic Freedom and Professional Ethics. This matter will be discussed at the next Senate Board meeting. Hopefully a CAFPE meeting and vote will take place before the next Board Meeting. This policy addresses student free speech.

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President's Report/Update: President Bickley : On May 4, 12-1:50PM, in Harbeson Hall: Faculty Lecture Performance by Richard Kuller, *Adjunct Instructor, Theater and Dance*:

May 11: Noon to 12:50 PM: R122: Faculty Lecture Performance by

Rebecca Morris Performance, *Associate Professor, Visual Arts and Media Studies*. Judy was asked to send Debra Cantarero digital copies of fliers for distribution to the Classified Senate. Performance Awardees receive a \$1500 award. The 2010 Faculty Lecturer/Performer Nomination process is now open for next year's performance. The application deadline is May 13, 2PM, Room C227.

President Bickley missed the last Board of Trustees meeting and will listen to the meeting tapes for information purposes for the next Senate meeting. The board did go ahead with the self assessment process, which is to include input from other campus groups. President Bickley is also included in this process. A Board meeting is scheduled this week on Thursday, May 6, 5:30PM in the Creveling Lounge.

The proposed Mission Statement has been forwarded to the Board of Trustees and is to be addressed in the future.

Proposed Policy Review Committee. The Senate Executive Committee will be the reviewing body for policies shared at College Coordinating Council. All policy changes go through the College Coordinating Council. Three faculty members are sent to the CCC, which meets once a month. Some policies may seem unrelated to Academic and Professional matters.

Accreditation: The Accreditation visiting team came to the campus on April 8, 2010. Dean Miller, Crystal Kollross and the Executive Committee responded well to the team's concerns. In response to the ACCJC recommendations, the college prepared a written report that was forwarded to ACCJC for review. Outcome: PCC's accreditation warning could be removed or continued. The Accreditation team was very open and responsive to the Committee. Work on Recommendations 3, 4, 5 is on track.

R-2 Vice-President's Report: Mr. Martinez:

Presidential Search: The names of six candidates have been sent forward to the Board of Trustees with interviews scheduled on May 8th.

The Senate Basic Skills Policies Committee – in light of Basic Skills issues, the Committee is dividing into four subcommittees to address areas that include: counseling issues, dealing with student initial assessment, enrollment priorities, etc. The Committee also is looking at prerequisite courses.

President Bickley announced that this Friday, May 7, an ASCCC Regional Meeting is scheduled at Rio Hondo Community College regarding standardized instruments to be used to help with the effective placement of students.

A Strategic Planning Retreat is also scheduled this Friday, May 7.

R-3 Secretary's Report: Drs. Patricia Lynn and Ahni Armstrong attended the ASCCC Plenary session. There was discussion about Course Identification [CID] to label courses so students can receive credit when attending different colleges. Twenty-

one thousand students were not able to get into college this year. An additional 20,000 students are being served without state funding.

R-4 Treasurer's Report: presented by Dr. Patricia Lynn.

Credit Union Accounts: Checking: \$4,110.35, Savings: \$10,826.75

Scholarship: \$8,325.58. The Senate Executive Committee will discuss future expenses including 2010 Senate scholarships, Scholarship Reception and Retirement Breakfast on Wednesday.

Foundation Scholarship Account Balances:

TR: \$130,000; PR \$40,243. 4% of the PR amount is available for scholarships.

The Senate's Fundraiser "Tips, Tricks & Truths About Effective Auto Maintenance" is scheduled for Tuesday, May 11, 6:00 – 8:00 PM. To date, 11 have registered; up to 20 participants can participate.

VIII. INFORMATION ITEMS:

1. Greg Smith: Kinesiology Faculty Concerns: This matter was previously discussed before the Senate Board. The Chancellor, Jack Scott, is recommending that Kinesiology activity classes be changed to non-credit. Two PE class units are currently required for graduation. Further, students wishing to major in PE are required to take activity classes. Many students take activity classes for stress relief. Activity classes have been proven to be a balancing point in the lives of many students.

Handout provided: ASCCC Resolution 9.09 S10: Title: Disproportionate Course Reductions in Humanities, Fine Performing and Media Arts and Physical Education: by Troy Majors, Sacramento, City College. This resolution was put forth to keep things on an "even keel." A number of PE faculty desire the support of their dean against the proposed changes and are asking for the Senate to take a close look at this resolution about disproportionate changes and/or cuts and also asks for fairness and equity on this matter.

Changing activity classes to non-credit status could mean the deletion of the PE requirement for graduation.

Clarification by Edward Martinez: the proposed recommendation is to change activity classes from credit status to non-credit status, not "credit/no credit". The proposed idea is to move some courses to non-credit course areas. Our local PE requirement is not a Title 5 requirement.

President Bickley: The ASCCC Resolution says that courses can't be cut without some kind of consultation with faculty. PCC has a program discontinuance policy without an approved course reduction process that Senate and Board of Trustees agree to. A program reduction policy has not been developed. This is an academic/professional matter and would require some faculty consultation. Concerns, such as this one, can be brought by the Senate to CAPM.

Concern was expressed that if these types of changes are required of PE activity classes, they could ultimately be required in other areas.

The class recommendation put forward to the PE faculty is not a directive. Disagreeing with this statements, Greg Smith and Jessie Moore noted that if PE faculty fail to “do this,” “it will happen,” and that turning activity classes into lecture theory classes is not cost saving.

Dean Miller, an Executive Committee member, said there is a clear expectation for this matter to be discussed at CAPM and no firm decisions have been made.

2. Time, Place and Manner Policy. See “Sent to Committee” under Section VI.

3. Managed Printing RFI participation: Bob Cody presented this matter before the Senate Board at its last meeting for review and discussion. A vote on this matter would only mean support of the campus moving ahead in learning more about managed printing. Professor Ling O’Connor spoke in support of this process.

MOTION made by Edward Martinez and seconded by Cecile Davis Anderson In support of faculty participation in the information gathering process. VOTE: Yes: Majority. Nos: 2; Abstentions: Motion carries.

4. Sustainability policy and procedure draft:

Nolan Pack, Associated Student Chair of the Student Sustainability Committee, and a member of the college Sustainability Committee presented a student *Overview* entitled : “A Position on Sustainability Policies and Procedures at PCC.” Elements of Accountability, Comprehensiveness, and a Reasonable Timeline have been developed to be incorporated in the final draft.

Debra Wood, Assistant Professor of Chemistry presented a three-page document entitled: “Violation of Shared Governance Process regarding Sustainability Committee.” Mrs. Wood noted observations of serious compromises within the shared governance process at PCC and both she and Mr. Pack recommend that:

- a. A subcommittee of the Sustainability Committee be created specifically for the development of policies and procedures. This is in keeping with other shared governance committees.
- b. A comprehensive set of Sustainability policies and procedures needs to be developed that incorporates specific enforceable provisions for the areas of curriculum, water, energy, waste, operations, purchasing, foodservices, transportation, climate, and building. These procedures need to be developed through a shared governance process.
- c. A reasonable timeline must be set in place for the Sustainability Policies and Procedures to be presented to the College Coordinating Council.

Concern was expressed by both Mr. Pack and Ms. Wood that Interim VP for Administrative Services Rick Van Pelt did not allow proper a forum for discussion of the student proposal. The committee did not have the opportunity to discuss and vote on the student draft policies and procedures. A significant amount of time and research (a multi-year process) from both students and faculty went into the preparation of the proposed Sustainability Policies and Procedures.

Copies of the above two documents and more detailed documentation were provided to Academic Senate President, Jim Bickley. This matter will be revisited.

President Bickley said both Nolan Pack and Debra Wood would be invited to the next Senate Board meeting to give a presentation before the entire Senate Board due to late hour of today's presentation and the lack of a quorum.

Electronic copies of documentation presented at today's meeting will be provided by President Bickley for electronic transmittal to the Senate Board. Following a vote on this matter by the Senate Board, President Bickley can then speak on this issue before the College Coordinating Council representing the Senate's position.

STANDING INFORMATION ITEMS

S1-1: PCCFA REPORT: No Report.

S1-2: FACCC REPORT: No Report.

S1-3: ADJUNCT FACULTY REPORT: No report.

IX. ANNOUNCEMENTS

1. Board of Trustee/Academic Senate Faculty Lecture Performance Award presentations.

A. Richard Kuller, "The Story Is In The Music", Tuesday, May 4, 2010, 12 Noon in Harbeson Hall.

B. Rebecca Morris, "Abstraction in the Everyday", Tuesday, May 11, 2010 12 Noon in R122.

2. ASCCC Regional meeting at Rio Hondo College on May 7, 2010 for English, ESL, and Math faculty and assessment specialists: develop criteria for selection of student placement assessment instruments.

3. Senate Fundraiser on Tuesday May 11, 6-8:00 pm: (Car) Tips, Trucks, and Truths – Wendy Lucko. Open to classified staff as well. Register with Pattie Lynn at x7031 or prlynn@pasadena.edu.

X. Adjournment. MOTION to adjourn made at 5:20 PM by Tom Neiderer

Next Senate Board Meeting: May 17, 2010