

March 14, 2011

OFFICERS AND MEMBERS PRESENT

ACADEMIC SENATE PRESIDENT	EDWARD MARTINEZ
VICE PRESIDENT	PATRICIA LYNN
SECRETARY	AHNI ARMSTRONG
TREASURER	DUSTIN HANVEY
COUNSELING	JAMES ARAGON
ENGINEERING	SOLOMON DAVILA
ENGLISH	MARTHA BONILLA
ENGLISH	ROGER MARHEINE
ENGLISH	MARJORIE SMITH
LANGUAGES	ANDRZEJ BORJARCZAK
LANGUAGES	SIMONETTA MAY
LIBRARY	DAN HALEY
MATHEMATICS	PAT PEACH
MATHEMATICS	FRED KEENE
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
PERFORMING AND COMMUNICATION ARTS	RITA GONZALES
SOCIAL SCIENCES	DEREK MILNE
SPECIAL SERVICES	JO BUCZKO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

OFFICERS AND MEMBERS ABSENT

ADJUNCT FACULTY	MARK DODGE
BUSINESS & COMPUTER TECHNOLOGY	SHELLEY GASKIN
BUSINESS & COMPUTER TECHNOLOGY	SONIA WURST
COMMUNITY EDUCATION CENTER	NADEGE WILLIAMS
HEALTH SCIENCES	TOM NEIDERER
HEALTH SCIENCES	LEE HASSIJA
HEALTH SCIENCES	LORI GAGLIARDI
KINESIOLOGY, HEALTH & ATHLETICS	GRACE APIAFI (Alt)
NATURAL SCIENCES	JOE CONNER
SOCIAL SCIENCES	DAVE URANGA
SOCIAL SCIENCES	DAVE MCCABE

GUESTS AND VISITORS

SUPERINTENDENT/PRESIDENT	MARK ROCHA
VICE PRESIDENT, INSTRUCTION	JACKIE JACOBS
FACULTY PROFESSIONAL DEVELOPMENT COMMITTEE	LYNN WRIGHT
ENGLISH	JANE HALLINGER
SOCIAL SCIENCES	ROBERT MCLEAN
SOCIAL SCIENCES	JIM BICKLEY
PCCFA	ROGER MARHEINE
ISSU / PRESIDENT CLASSIFIED SENATE COURIER VICE CHAIR, ACADEMIC COMMISSION STUDENTS/GUESTS Not all guests signed in	ANNA MAE JONES JOHN LINDEMANN CHRISTOPHER SMITH SAMANTHA PETERSEN TONY COLE NICHOLAS SMITH

I. CALL TO ORDER – 3:05 PM

II. PLEDGE OF ALLEGIANCE led by Pat Peach

Introductions: Courier representative, Christopher Smith, Samantha Petersen, Associated Students representative Cameron White, VP of Academic Affairs, Tony Cole, Academic Commission Vice Chair, student guests, Nicholas Smith; John Lindemann, Classified Senate, Dr. Lynn Wright; Professors Robert McLean, Jane Hallinger, and Jim Bickley and ISSU President, Anna Mae Jones.

III. APPROVAL OF FEBRUARY 28, 2011 MINUTES:

Motion to approve the Minutes for February 28, 2011 made by Dr. Patricia Lynn and Dr. Ahni Armstrong. Vote: Unanimously passed.

In House Corrections: Present: Derek Milne -- Absent: Mark Dodge

IV. PUBLIC COMMENT:

Proposed Memorandum of Understanding for Fulltime Hiring Procedures for 2011-2012.

Professor Jane Hallinger stated the purpose of SB1725 was developed to improve academic quality and give authorization to faculty for more responsibility in regards to the participation in hiring processes and the development of criteria standards. Withdrawal of the proposed MOU will not end the ongoing erosion to the governing power of faculty.

Professor Bob McLean stated that faculty are the most qualified to make decisions in regards to potential faculty candidates. Faculty need to remain involved in the second level of the hiring process which allows a second review of the top candidates. Faculty hiring decisions are very costly and influence thousands of students. The proposed MOU would undermine faculty. Administration should ensure that Human Resources is

adequately staffed to address its hiring process needs. Faculty should review the section pertaining to hiring in AB1725.

Professor Jim Bickley said a hiring policy change should begin at a “grass roots” level. Revisions to the hiring policy should be handled in a systematic manner which would include discussion and debate.

Senate President Edward Martinez announced that the Memorandum of Understanding for Fulltime Hiring Procedures for 2011-2012 has been “withdrawn” by mutual consent of the President and the Academic Senate Executive Committee.

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

1. Faculty Professional Development Committee Chair Lynn Wright announced she has attended numerous State Academic Senate meetings. She recently attended a Student Success conference that included a discussion on hiring processes.

Professional Development Opportunities:

Fliers were provided for Senate representatives to share with their divisions

March 18, 2011 Cost: Free –Lunch Provided 8:30-9am – Registration / Continental Breakfast Agenda: 9am-3:30 pm	Glendale Community College Registration: 3csn.org: <u><i>click on the link for March 18th calendar event</i></u> Title: Learning In Networks for Knowledge Sharing Topic: Contextualized teaching and learning in General Education, Basic Skills and CTE
April 2, 2011 Cost: Free – Lunch Provided 8:30-9:00 am – Continental Breakfast Agenda: 9am-3:30pm	Glendale Community College and Pasadena City College Title: The New College Student and You: Putting the Pieces Together Topic: Opportunity for all GCC and PCC faculty and staff to interact, discuss, learn and brainstorm for information and ideas for use in the classroom.
April 4, 2011 9:00 am – 4:00 pm PCC Creveling Lounge	Leadership Journey for PCC Faculty Leaders (including both fulltime and adjunct faculty) Purpose: Special professional development to better equip our faculty leaders in handling the challenges of campus transition and change. RSVP by Wednesday, March 23 to Lynn Wright x3047 or lmwright@pasadena.edu

PRESIDENT ROCHA: COMMENTS

New Contract and Early Retirement Incentive

A Forum Series presentation on this topic is scheduled for Tuesday, March 15: 11:30 am – 1:30pm in Creveling Lounge.

Concerns and Comments

There will be discussion on the new contract at Tuesday's Forum.

Retired faculty can come back to teach as an adjunct. Because adjunct faculty do not have "entitlement," Dr. Rocha will have to get an answer in regards to retired faculty being rehired at the same pay scale.

The Early Retirement Incentive is a good agreement which will protect faculty, and improve teaching and learning and the commitment to professional development monies, etc.

Dr. Rocha expressed concern about the number of responses and emotions expressed at last week's Budget & Enrollment Issues Forum. Faculty and staff are feeling concerned and fearful of upcoming changes due to the retirement of fellow instructors, division deans, etc.

Dr. Rocha plans to visit every division for reassurance and to offer help.

There are no plans for reorganization of the instructional divisions.

Hiring

There is a fundamental "75/25 obligation" to replace faculty for meeting the campus' teaching and learning obligation.

Next year faculty numbers will be a larger and administration and staff numbers will be smaller.

There will be less money to spend for replacement of administration and staff.

Final recommendations on the hiring process to the Board of Trustees are made by the Superintendent-President on all hiring appointments.

Only the Board has the authority to make hiring appointments.

Several months ago, President Rocha and Senate President Martinez began to address the hiring process for streamlining purposes, and to remedy the enormous burden placed on the Human Resources staff.

Dr. Rocha recommends the current hiring processes remain the same, and be moved off the agenda.

College Council

Representation has been expanded and all matters will be presented for Council consultation: One recent proposal made to College Council has been the recommendation of a policy to create two new vice president positions. In the past, executive positions were a matter between the President and the Board.

Vice President of Technology: This position was proposed four years ago in a professional recommendation for how to move Information and Technology forward, including new leadership. This position would be fully funded through retirements and pending IT retirements.

Vice President of Legal: The proposed position is needed to address the legal needs of and challenges of a college the size of PCC: 31,500 students and 2,000 faculty and staff. The President spends approximately fifty percent of his time on legal matters (grievances, lawsuits, contract administration, etc.) and many legal matters have had to be forwarded to the Dean of Human Resources. Educational Code requirements must be maintained so faculty and staff are not put at risk.

Enrollment Management

President Rocha supports the Enrollment Management Committee's recommendation to move the winter intersession to summer 1. Dr. Rocha has asked the Enrollment Management and Calendar Committees to place this matter aside for next year and work on it for 2013. There will be huge savings and no injury to faculty or students if staff can work on three, versus four, starts a year. The State Chancellor's office has ordered workload reductions in the budget.

Information Technology Proposal:

There have been numerous technology glitches because IT has not had the time to install necessary system upgrades. Upgrade Example: Dr. Rocha wants a list of every student needing a course for graduation and/or transfer in June at the end of the fall semester.

Questions:

Proposed Vice President Positions

Could the duties of Vice President of Legal be combined with the Dean of Human Resources?

Response:

- There is no funding issue.
- The Dean of Human Resources currently spends 50 percent of his time on labor negotiations and grievances.

Is proposing new vice president positions, reorganization?

Response: Educational Services and Human Resources Vice President positions would allow for a better pool of candidates. Having a Vice President of Technology would allow for the much needed migration and upgrade from an outdated 1982 system to a 21st century system.

College Council:

If not a voting body, what is the role of College Council?

Responses:

- Council meetings are open. The Council reviews, debates and makes recommendations on many items to be recommended by the President to the Board of Trustees. Winter Intersession has been actively addressed through faculty surveys and continuing dialog and debate.
- The Board relies primarily on executive and administrative recommendations.

- Academic and professional matters are under the purview of the Senate.

2. Election Committee update – Committee Chair Pat Peach said the Committee is handling more of its election process online.

The floor was opened for any nominations not yet formally received in the Academic Senate office by noon, this date (March 14, 2011). No nominations were received at the meeting. The 2011 Senate Executive Committee nominations were announced.

President:	Edward Martinez (incumbent)
Vice President	Dustin Harvey
Secretary	Martha Bonilla
Treasurer	Dan Haley and Simonetta May

A MOTION to close the nomination process was made by Patricia Lynn and seconded by Ahni Armstrong. Vote: Unanimously approved.

Candidate platform statements will be distributed to faculty on line.

Ballot distribution (on paper) will be distributed March 24th.

Ballot Deadline: Location: Mail Center in Office Services by Noon, April 5th.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Memorandum of Understanding for Fulltime Hiring Procedures for Academic Year 2011-2012. The Memorandum has been withdrawn.

Additional non support of the proposed MOU was expressed by:

- Counseling representative James Aragon
- CEC representative Nadege Williams (by phone)

2. Memorandum to the Curriculum and Instruction Committee (C & I) on Normal Closing Numbers was drafted by the Senate Executive Committee and the Faculty Association Executive Board. This item was submitted (handout provided) for review at the last Senate Board meeting with a request that a vote be taken at this meeting.

MOTION made by Roger Marheine and seconded by Fred Keene asking for formal ratification of this Memorandum, which has been forwarded to the Curriculum and Instruction Committee for debate.

Comments and Concerns:

In response to concerns about low numbers for the CTE classroom sections, President Martinez asked for faculty to achieve a consensus before submitting the Normal Closing Numbers (NCN) modifications and provisions to the C & I Committee through their C & I division representatives.

Roger Marheine said the NCN for large group instruction is very critical and it has to move forward this semester. This area has been extensively negotiated and there is ongoing discussion for the various disciplines to have an understanding of what their NCN's should be because Large Group Instruction (LGI) "kicks in" in the fall. LGI instruction may take place in any of the categories within the proposed Memorandum to the C & I on NCN with the exception of Basic Skills and Critical Thinking courses.

Basic Skills classes will have an NCN of no more than 25.

Pat Peach said the Math division would prefer to continue to set its own closing numbers. President Martinez urged Ms. Peach to forward this concern to C & I through the math's division representative.

VOTE ON THE MOTION: Motion passed by a majority vote: Nos: One

3. Appoint Mark Sakata (faculty co-chair), Daniel Haley, and Lan Truong to the Technology and Academic Computing Standing Committee.

MOTION approving Item 3 made by James Aragon and seconded by Dustin Hanvey.

Discussion: After discussion with Mark Sakata, President Martinez decided to look for new participants. (President Martinez said the Senate's Faculty Technology Committee will be preserved with more participants from the faculty ranks.

VOTE: Motion passed by a majority vote: Abstentions: One

Sent to Committee: None

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President's Report/Update:

Board of Trustees Meeting:

The Board approved the new Contract between the District and Faculty Association. Some wording remains to be "ironed out."

March 15, 11:30am – 1:30pm: Lunch and Learnings meeting in Creveling on the New Contract and Early Retirement Incentive.

A report was received at the BOT meeting from the Financial Aid Office by Dean Kim Miles. Financial aid awards to students account for more than \$25 Million at PCC through Pell grants, supplementary grants, state grants, BOGG grants and federal student loans. The tentative 2009 default rate for PCC students is projected to be 14.9%. To prevent default, Financial Aid will require borrowers to: 1) participate in loan counseling; 2) require updated demographic information; 3) increase communication with delinquent borrowers; and 4) require borrowers to be in good academic standing at PCC.

R-2 Vice-President's Report:

Dr. Patricia Lynn stated she has been regularly attending Classified Senate Meetings. A new scholarship has been started and will be awarded this year.

Both Dr. Lynn and Dr. Dustin Hanvey attended the SB1440 Model Curriculum meeting last Friday in Irvine. There was discussion on courses appropriate for forthcoming AA majors in English and Business.

Dr. Lynn met last Friday with Dr. Jacobs and a group from Brazil. This group was interested in looking at PCC's curriculum. Brazil will be hosting the World Soccer match and the Olympics. They are interested in our hospitality training programs.

Dr. Lynn is co-chair for the Enrollment Management Committee. They will be working with the approved academic calendar. A total of 5,533 sections are being offered in the current academic year. Tentatively, three hundred sections will be removed from the whole academic year for: summer 2011, fall 2011, winter 2012, and spring 2012. President Martinez thanked Dr. Lynn for volunteering to co-chair this committee.

Concern was expressed by Martha Bonilla about reducing sections while there is a proposal to increase vice president positions.

R-3 Secretary's Report:

Distance Education/Hybrid Classes: A new training class for BlackBoard 9.1 is being offered. Over the winter, a mentor group of about 20-30 faculty were trained and taught by an outsourced entity- @One. This class was reduced from 80 to 24 hours. The class is normally four days from 9am-4pm. The next class is scheduled for four Friday, April 29th through Friday, May 20th. This class will enable faculty to easily fill out the new C & I Form D.

Solomon Davilla added that he is unable to take the Friday classes and has signed up for an online learning class that will be offered in May.

Interested faculty may contact the Interim Director of Distance Education – Leslie Tirapelle (x7839) or latirapelle@pasadena.edu)

R-4 Treasurer's Report

Dr. Dustin Hanvey and Dr. Lynn both attended the California Identification Number (CID) conference.

Dr. Hanvey encouraged the Senate Board to share the CID website information within their divisions. There was the start of forming core classes required for transfer degrees. There will be discipline debate on this matter. Those wanting to be part of this debate may go to www.c-id.com to register for signing up for your discipline.

Participants can see what is being worked on and see feedback before the Committee makes its recommendations to the Board of Governors.

Treasurer's Report:

Credit Union Account Balances:

Checking: \$3,366. Savings: \$11,437 Total: \$14,803

Scholarship Account: \$9,815.

Foundation: Permanently Restricted: \$130,000; Temporarily Restricted \$49,658

Total: \$179,658

VIII. INFORMATION ITEMS: The following items will be discussed, with possible action to follow.

1. Report – Update on Transfer – Dina Chase: This presentation will be given at a later date.

President Martinez asked Patricia Peach to comment on the Senate's Disaster Relief Fund.

Ms. Peach stated this fund was started at the time of the Katrina disaster. The fund has never been depleted. Over the years, the Committee has made donations to matters affecting the community and/or students.

Ms. Peach asked if the Senate would consider making a relief effort donation in response to Japan's earthquake and tsunami disaster. An exact figure of what is currently in the account will be soon obtained from the Foundation through its request process.

MOTION made by Dr. Lynn and seconded by Roger Marheine that the Senate spend all funds above the minimum balance needed to retain the Disaster Relief Fund Account.

Vote: Motion was unanimously approved.

Discussion: Yolanda McKay suggested that these monies be forwarded to a Japanese organization.

MOTION made by Dustin Hanvey and seconded by Ahni Armstrong for the Senate to donate \$300 to the Disaster Relief Fund.

Discussion: In response to a suggestion that the Senate wait and see how much is in the account, President Martinez noted that this donation would come from the Senate's Credit Union checking account. Student donations would be made through an initiative by the Associated Students.

VOTE: Motion was unanimously approved.

STANDING INFORMATION ITEMS

S1-1: PCCFA REPORT: Roger Marheine said there has been good communication with the Senate leadership and thanked the Senate for reaching out.

Emphasis on the College Council has changed, and increasing faculty numbers would be appropriate with upcoming decisions and advisory votes.

Contract: A 75 percent retirement incentive has been negotiated and it is a good deal. There are approximately 311 eligible faculty and staff. Approximately 170 are faculty. It is hoped that up to 50 faculty will retire with this incentive. The language addressing the right of hiring back full-time retirees as adjunct faculty needs to be written down. The Negotiations Committee will have to be reconvened.

A PCCFA meeting is scheduled for April 7th to address budget considerations and winter 2012.

S1-2: FACCC REPORT:

FACC Advocacy and Policy Conference.

The situation in Sacramento is very fluid. Negotiations are ongoing about placing the tax matter placed on the June ballot. If this does happen, the Unions will definitely address this matter. The Union does need to address the matter of full-time faculty being able to return to teach as adjunct faculty. Administration will review this matter for fall 2011/2012.

The current Contract is for July 2009 through June 20, 2012.

Concern: There needs to be clarification on where full-time retirees would fit in, if there is no senior hire-back language addressing adjunct faculty.

S1-3: ADJUNCT FACULTY REPORT: No.

IX. ANNOUNCEMENTS

1. ASCCC Plenary Session – April 14-15, 2011 San Francisco, CA
2. Area C Meeting – March 26, 2011, Moorpark College, to review statewide Academic Senate resolutions.
Copies of resolutions will be sent to Senate reps for this meeting.
3. Lunch and Learn Discussion – New Contract and Early Retirement Incentive: Tuesday, March 15, 11:30, Creveling Lounge
4. Conference: Putting the Pieces Together – PCC/GCC Saturday, April 2, 2011 Glendale CC.
5. PCC will host the “Awakening the Dreamer” Symposium on Saturday, April 9th, 1pm – 5pm. Topics: Community building and social issues. 1pm-5pm, Creveling Lounge.
6. For input on student issues, Dr. Wright urged Senate representatives to suggest their students check the web site mobilize.org/get-involved/upcoming-summits/ by Thursday, March 17, to view and post comments on student issues.
7. James Aragon announced that the Latino Advisory Committee is sponsoring a resident’s Latino Student Scholarship. One does not need to be Latino to apply but will be asked about their connection with and knowledge of Latino culture. Applications should be submitted to the Office of Scholarships and Financial Aid (L114) by Friday, April 1, 2011.

X. ADJOURNMENT:

MOTION to adjourn made by Patricia Lynn and seconded by Jo Buczko at 5:07 pm.

Next Senate Board Meeting: Monday, March 28, 2011