

June 6, 2011

[Revision: Page 3, last paragraph: 9/20/11]

OFFICERS AND MEMBERS PRESENT

ACADEMIC SENATE PRESIDENT	EDWARD MARTINEZ
VICE PRESIDENT	PATRICIA LYNN
SECRETARY	AHNI DODGE
TREASURER	DUSTIN HANVEY
ADJUNCT FACULTY	MARK DODGE
BUSINESS & COMPUTER TECHNOLOGY	SHELLEY GASKIN
COMMUNITY EDUCATION CENTER	NADEGE WILLIAMS
COUNSELING	JAMES ARAGON
ENGINEERING	SALOMON DAVILA
ENGLISH	MARTHA BONILLA
ENGLISH	MARJORIE SMITH
HEALTH SCIENCES	TOM NEIDERER
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
LANGUAGES	ANDRZEJ BORJARCZAK
LANGUAGES	SIMONETTA MAY
LIBRARY	DAN HALEY
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

BUSINESS & COMPUTER TECHNOLOGY	SONIA WURST
ENGLISH	ROGER MARHEINE
HEALTH SCIENCES	LEE HASSIJA
HEALTH SCIENCES	LORI GAGLIARDI
NATURAL SCIENCES	JOE CONNER
SOCIAL SCIENCES	DAVE URANGA
SOCIAL SCIENCES	DAVE MCCABE
MATHEMATICS	PAT PEACH

GUESTS AND VISITORS

VICE PRESIDENT/INSTRUCTION	JACKIE JACOBS
INTERIM DEAN, EDUCATION SERVICES	BOB MILLER
DISTANCE EDUCATION COMMITTEE	KRISTA GOGUEN LESLIE TIRAPELLE
ACADEMIC RANK COMMITTEE	TED JAMES
INSTITUTIONAL EFFECTIVENESS COMMITTEE	JIM BICKLEY CYNTHIA OLIVO

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE led by Tom Neiderer

Introductions: Leslie Tirapelle, Distance Education Office.

III. APPROVAL OF MAY 16, 2011 MINUTES:

A motion was made by Tom Neiderer and seconded by Terry Stoddard to approve the minutes as submitted. Vote: Yes-Majority. Abstentions: One

IV. PUBLIC COMMENT: None

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

1. Academic Rank Committee Recommendations: Committee chair Ted James presented the spring 2011 change of rank recommendations. Professor James thanked the committee for their hard work: Michelle Banks, Jo Buczko, James Sy, Janis Dwyer and Dona Mitoma.

Spring 2011 Change of Rank Advancement Recommendations

Assistant Professor	Associate Professor	Professor	Professor Emeritus
Deborah Bird	Michelle Banks	Dr. Lauren Arenson	Dr. James Bickley
Dr. Valerie Foster	Salomon Davila	Dr. Padma Ganapathi	Dr. Christine V. Bilicki
Rachel Femi	Joseph L. Futtner	Rebecca Morris	Jane Hallinger
Dr. Jessica Igoe	Dr. Kathleen Green	Dr. James Sy	Virgil Theodrick "Ted" James
	Dr. John Sepikas	Alicia Vargas	Dr. Teresa "Teri" Keeler
	Dr. Dootsdeemalachanok Thongthiraj	Dr. Paul J. Wilkinson	Dr. Karen McGuire
		Dr. Lynn M. Wright	Dona Mitoma
			Jessie Moore
Adjunct Assistant Professor			Elizabeth Polenzani
Phyllis K. Boyajian			Dr. Lola Proaño-Gómez
Dr. Ray Briggs			Virginia Heringer
Diana L. Clarke			Lee Reinhartsen
Kathleen Hebron			
Suzanne Huber-Walker			
Melineh Khachekian			
Nicholas Mather			
Dr. Maria E. Mayer			
Valerie Mitchell			
Dr. Paula Standley			

MOTION made by Dr. Patricia Lynn and seconded by Dr. Dustin Harvey approving all the spring 2011 change of rank recommendations.

VOTE: Yes: Unanimous

2. Distance Education Committee (Policy #3230): Committee co-chair, Krista Goguen, presented two handouts: 1) Draft Policy #3230 and 2) Distance Education Advisory Board Summary of Changes to DE Policy #3250. The proposed policy reflects changes primarily related to working conditions. The Distance Education (DE) advisory board includes faculty and dean representation. For clarification the following committee recommendations are provided:

Committee Recommendations:

Section 3c., line 2: replace “online” with “distance education”

Section 3c, line 2: change “online pedagogy” to “distance education pedagogy”

Section 4a, line 1: replace “online or hybrid” with “distance education”

Section 7a: line 1: strike out the word “student” before “survey”

Academic Senate Recommendations (6/6/11)

Section 6a and 6c: replace “online” with “distance education”

Section 8a: replace “online” with “distance education”

Section 9c: replace “online” with “distance education”

Concerns -- Deans

Section 5: the DE course load and not the course load as a whole would be affected. Ms. Goguen said the overall course load of faculty would not be affected.

Section 7a. Recommendation for this section to read “The Distance Education Program survey....

Senate Concerns/Comments

Request for clarity of Section 3: Faculty Technology Literacy and Online Pedagogical Readiness. Leslie Tirapelle said the college has adopted four core competency courses from AT-1. This is free faculty training for online and face-to-face courses funded by the state. Course registration is available through the DE office

President Martinez said that once this policy is approved, it would be presented to the College Council then to the Board of Trustees. No changes could be made without consultation from the Senate because it is an academic and professional matter.

MOTION made by Patricia Lynn and seconded by Tom Neiderer to approve Policy #3230 with the recommendations presented and made at today’s meeting.

VOTE: Yes: Unanimous.

On behalf of the Committee, Ms. Goguen thanked the Senate for their work on this process. One third of the faculty who received training this past semester are adjunct faculty. Training will continue through the summer and fall for face-to-face or online training including BlackBoard 9.1. The BlackBoard online course is approximately four weeks. The Distance Education department is actively seeking recommendations for a good college assistant or trainer to assist with faculty training. Recommendations may be forwarded to Leslie Tirapelle: latirapelle@pasadena.edu. Leslie said faculty will be sent an e-mail about signing up for future training.

Senate Concerns to be addressed in fall:

Act-1 courses are not from an accredited source.

DE course instruction dates are not available at this time.

3. Institutional Effectiveness Committee update – Jim Bickley / Cynthia Olivo

Co-chair: Cynthia Olivo said the committee is ready to provide feedback for certificate program reviews which have been submitted to IPRO. To have full faculty representation, representatives are needed from **Health Sciences, English, Social Sciences, and Languages**. Senate representatives for these divisions were asked to discuss this matter with their deans to ensure that their divisions are properly represented. The committee will begin reading and providing feedback on program reviews. The IPRO IEC website link provides access to the committee's rubric, certificate program information, and committee minutes. Questions and/or concerns may be received on the committee's website. The web site link is: <http://www.pasadena.edu/iec/>. Committee meeting dates are Fridays: 12:30 pm – 2:30 pm. Thirty-four program reviews will be submitted by various certificate programs. This assessment will be an important component of the midterm accreditation update. A poll is currently being taken on availability of having review/feedback during the summer.

The review process is similar to grant application reading and the rubric is very succinct. The process has been made more manageable. When completed with the program reviews the committee will identify the themes needed for the entire College and the co-chairs will provide their reports. Technological support will be needed.

Co-chair Jim Bickley will be "stepping down" because of retirement. The co-chair normally serves for two years. Shelagh Rose has been approved by the Senate as faculty co-chair for next year.

The committee is flexible. Many faculty members have requested deadline date extensions. Feedback on all programs provided by the institution is due in Oct. 2012.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint Dr. Patricia Lynn to Chair the Academic Rank Committee

MOTION: Seconded James Aragon/ Moved by Dan Haley:

VOTE: Majority.

Sent to Committee: None

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President's Report/Update:

On June 1 Board of Trustee approved the revision of Policy #4060 (governing associate degrees). In a previous meeting four new majors, based on SB1440 were approved - including - Psychology, Sociology, Communication Studies, and Math.

The Ad Hoc Committee on the Student Transfer and Achievement Reform Act is reviewing proposals for associate degrees in English, History, Business, and a variety of other majors (subject to approval of the Chancellor's office).

At a recent Board meeting a report was received on the Student Activity Fee. The Associated Students collected \$575,360 dollars and allocated \$453,609 last year. Most funding was used for student clubs, field trips, and a variety of student supporting activities. The student fee is voluntary and students can request a refund. The Associated Students provided a listing of clubs and various activities to which funds have been allocated. Funds are being allocated wisely.

Today ten Senate scholarships were awarded: 7 Dean's Honors Scholarship and 3 Keith Miller Educational Scholarship awards. The Senate held a reception in honor of the students who received instructions on how to receive their awards. Several generous donations were recently received. Senate should be able to allocate the full amount of \$1,000 per student as has been our tradition.

News from the Chancellor's office was received today. Jack Scott was pleased with the US Supreme Court action allowing California colleges and universities to grant in-state tuition to undocumented students who have attended high school in California for at least three years and graduated.

President Martinez noted that today's meeting is the last one for the spring semester. On behalf of the Senate Board, outgoing Vice-President, Dr. Patricia Lynn and Secretary, Dr. Ahni A. Dodge, were thanked for their participation on the Senate and were presented flower bouquets.

R-2 Vice-President's Report: Dr. Patricia Lynn reported that she, Dr. Ahni Dodge, Martha Bonilla, and Joe Futtner will attend the July 14-16 ASCCC Curriculum Conference in San Diego. There will be a special SLOs seminar to discuss the development of SLOs for individual courses, programs, majors, and pathways. A report will be provided in the fall.

R-3 Secretary's Report: Dr. Ahni Dodge reported the new "Wait List" process went well in this spring. There will be no "Wait List" for summer, but there will be a "Wait List" for the fall. At the suggestion of IPRO, the Educational Policies Committee has combined two recommended matters into one policy addressing: 1) Student Conduct Code and 2) Academic Integrity. This matter will be submitted to the Senate in the fall.

R-4 Treasurer's Report: Dr. Dustin Hanvey gave the following financial report:
Senate Checking: \$ 2,848; Savings: \$12,876; Total: \$15,724
Senate Scholarship Fund: \$9,815.

Foundation: Permanently Restricted Fund: \$187,958; Temporarily Restricted Fund: \$7,832; Total: \$195,790.

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

1. PCC Pathways Project – Dr. Cynthia Olivo stated she has been asked by President Rocha to write a grant for the PCC Pathways Project -- the LUMINA Latino Student Success American Graduation Initiative. Dr. Olivo is spearheading this 2-4 year commitment and has presented this project titled, “2+2+2 Pathways Project”, at both a Board of Trustees meeting in Temple City and at a joint PCC and Pasadena Unified School District Board meeting. In the future, this project may be expanded to all students.

Beginning with 10th grade students, PCC would work with PUSD to prepare cohorts of students to take classes in line with PCC curriculum, particularly in English and math. These classes would put them on a path to enter PCC and to take a sequence of 60 units of courses leading to admission to CSUs to complete a bachelor’s degree. Deans and faculty are working on various components to launch this process in the fall for a 328 student pilot program.

Through SB1440 there is a seamless articulation plan with Cal State University Los Angeles. Other CSU would require higher GPA’s from our students.

The Pathways Program is in coordination with the current accelerated programs in English and Math at PCC. An English cohort program has been in place for two years and math will begin in the fall. PUSD is following PCC curriculum for several of their high school classes, and PUSD curriculum is being designed by PCC.

Interim Dean Bob Miller said, under Title V, the grant project has been redesigned to improve the college continuation rate for freshman students, enabling them to move efficiently through the college system and not repeat as many classes.

Beginning in the 10th grade students can be concurrently enrolled at PCC. Pilot classes will help determine how this program will move forward. As a result of SB1440, CSULA was chosen as a primary feeder school for PCC students; PCC students are in the local district of CSULA [Reference: SB1440 – regional admission]. A higher GPA must be met for Cal Poly Pomona, Cal State Fullerton and Cal State Long Beach. Nonetheless, Pathways students can also work on a path to achieve admittance to these schools.

This summer approximately 100 students will be in PCC pilot programs [3 tracks]. Feedback and questions may be e-mailed to Dr. Olivo about this program and upcoming meetings at cdolivo@pasadena.edu.

2. Sustainability update and related issues – Rick van Pelt

PCC has won two more sustainability awards: 1) October 2010: American College and University President's Climate Commitment Award; 2) Nature Institutional Excellence in Climate Leadership Award. In July, 2011 PCC will receive the 2011 Higher Educational Sustainability Conference at Cal State Long Beach in two categories:

- Innovative Waste Reduction: PCC diverts more than 87% of our waste from landfills to a recycling program.
- Campus Community Partnership and Social Equity for I-Pass Award: Full-time students will be provided with highly reduced subsidized bus passes for the Metropolitan Transportation Authority and Foothill Transit.

PCC, because of its success in reducing its water consumption by 35 percent, has also been asked to present at a discussion among institutions of higher education in California (UCs, CSUs and Community Colleges) on water reduction.

PCC is "up for an award" on air quality and facility management.

PCC has been a leader in sustainability since the 1990's and is a resource for expertise in this area.

STANDING INFORMATION ITEMS

S1-1: PCCFA REPORT: Martha Bonilla reported the following: PCCFA candidate process was closed on June 1, 4PM. Candidates' statements along with ballots for Vice President, Treasurer, and two Director positions have been delivered to members. Election ballots are due in C129 June 13, by 4:00pm. The union is sending four faculty members to The Great Teachers Conference this summer. Also Dr. Rocha committed to providing the space and ensuring that part-timer office hours will be compensated.

S1-2: FACCC REPORT: No report.

S1-3: ADJUNCT FACULTY REPORT: Mark Dodge: No report.

IX. ANNOUNCEMENTS

1. Annual Academic Senate Faculty Retirement (continental) Breakfast – Friday, June 17th; 7:30 am; Creveling Lounge; \$15 tickets available in the College Bank (B203).

2. Spring semester grades due on or before Tuesday, June 28, 2011

MOTION to adjourn made by Mark Dodge and seconded by Tom Neiderer.

Next Senate Board Meeting September 12, 2011