

October 24, 2011

OFFICERS AND MEMBERS PRESENT

ACADEMIC SENATE PRESIDENT	EDWARD MARTINEZ
VICE PRESIDENT	DUSTIN HANVEY
SECRETARY	MARTHA BONILLA
TREASURER	DAN HALEY
ADJUNCT FACULTY	MARK DODGE
BUSINESS & COMPUTER TECHNOLOGY	PATRICIA LYNN
COMMUNITY EDUCATION CENTER	DANNY HAMMAN (Alt)
ENGINEERING AND TECHNOLOGY	DEBORAH BIRD
ENGLISH	MARJORIE SMITH
ENGLISH	KRISTA WALTER
HEALTH SCIENCES	TOM NEIDERER
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
LANGUAGES	LOKNATH PERSAUD
LIBRARY	DOROTHY POTTER
MATHEMATICS	FRED KEENE
MATHEMATICS	PAT PEACH
NATURAL SCIENCES	JESSICA IGOE (Alt)
NATURAL SCIENCES	KATIE RODRIGUEZ
PERFORMING AND COMMUNICATION ARTS	A.C. PANELLA
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
SOCIAL SCIENCES	DEREK MILNE
SPECIAL SERVICES	JO BUCZKO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

OFFICERS AND MEMBERS ABSENT

COMMUNITY EDUCATION CENTER	NADEGE WILLIAMS
COUNSELING	JAMES ARAGON
HEALTH SCIENCES	LORI GAGLIARDI
LANGUAGES	ANDRZEJ BOJARCAZAK
NATURAL SCIENCES	JOE CONNER
SOCIAL SCIENCES	DAVID URANGA

GUESTS AND VISITORS

VP:INSTRUCTION	JACKIE JACOBS
VP: EDUCATION SERVICES	BOB MILLER
INTERIM DEAN, VISUAL ARTS AND MEDIA STUDIES	JOE FUTTNER
VP: INFORMATION TECHNOLOGY	DWAYNE CABLE
ISSU PRESIDENT	ANNA MAE JONES
SOCIAL SCIENCES	PAUL PRICE
CLASSIFIED SENATE	DEBRA CANTARERO
ASSOCIATED STUDENTS	CHRISTOPHER FENNESSY
STUDENTS	

I. CALL TO ORDER 3:10 PM

II. PLEDGE OF ALLEGIANCE led by Dustin Hanvey

Introduction: Debra Cantarero(Classified Senate); Dwayne Cable(VP: Information Technology); Bob Miller (VP: Educational Services); Faculty Guests and Senate committee appointees.

III. APPROVAL OF OCTOBER 10, 2011 MINUTES:

Motion to approve the October 10, 2011 minutes with corrections was made by Fred Keene and seconded by Terry Stoddard.

Vote: Motion unanimously approved.

Page	Corrections
Page 8	Delete: Numerous concerns addressing the needs for realignment...
Discussion, line 2:	Add: Numerous concerns questioning the needs for realignment...
Page 8: Item 3	Delete: 2) many faculty respect having their deans represent them ...
Discussion: Paragraph 4	Add: 2) many faculty appreciate having their deans represent them...
Page 9: Item 4	Delete: The final section is to be determined by a voting process...
Planning & Priorities Committee	Add: The final selection is to be determined by a voting process...

IV. PUBLIC COMMENT:

A. C. Panella, full-time Speech instructor and president of GALSO (Gay and Lesbian Staff Organization). LGBT individuals are encouraged to become a part of the GALSO list-serve and/or serve as allies offering campus support. GALSO and Queer Alliance will host a staff/student mixer on Thursday, October 27, 12:00pm-1:00pm. There will be future discussions regarding curriculum and support for transgender students.

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

1. C-PART: The Crisis Prevention and Response Team is a coalition of several campus organizations to examine situations which come to the attention of instructors, staff, administrators or campus police. Handouts entitled Tips For Faculty and Staff and A Guide For Faculty were provided regarding behavior categories and actions to take.

Safety and Health Issues	Response Extensions & C-PART Committee Members
Emotional distress	Ext. 7273: Psychological Services: Richard Beyer
Disruptive behavior, Feeling In Danger	Ext: 7484: Police Dispatch: staffed 24/7 Frank Scialdone, Interim Director of Police & Safety Services. Add 626-585-7484 to your cell phones
Health Issues	Ext: 7110 Student Health Services: Jo Buczko:
Incident Forms: Student Discipline C-PART Handouts	Ext: 7798 Student Affairs: Scott Thayer: Assistant Dean Tell students they are misbehaving and there are consequences. Discipline forms are to be forwarded to L112 for documentation/action. <u>Available On Line</u> : Student Discipline Forms and A Guide For Faculty
Special Services Issues	Ext: 7273: Kent Yamauchi
Handouts	Contact: Jo Buczko or Kent Yamauchi
Comment	Student environment disruptions (not protests) would be handled by C-PART.

Senate President Edward Martinez requested (without objection) to move Information Item No. 3 forward on the agenda.

2. Student conduct and Academic Integrity Policy #4520: Educational Policies Committee:

Dustin Hanvey

- Committee members Jim Bickley and Ahni Dodge were commended for their hard work on this policy. Martha Bonilla and Dan Haley provided many helpful comments.
- Policy Outline: District acknowledgement of the importance of academic integrity; Definitions of Student Conduct Subject to Discipline and Definitions of Academic Dishonesty; Responsibility of Faculty; Responsibility of Administration and Classified Staff; and Disciplinary Actions for Violation of Conduct Code.
- Division feedback is requested before a Senate Board vote in two weeks. The Senate's recommendation will be forwarded to the Board of Trustees.

Martha Bonilla, Senate Secretary:

- For clarification: Students cannot be prevented from completing an examination simply because it is suspected they have cheated. The Instructor or Monitor must witness the student cheating. (Policy: p. 5, paragraph 4)

3. Degrees, Certificates, and Transfer Cert. Policy #4060:

Patty D'Orange Martin, Veterans Counselor

- Policy change would allow PCC to become a member of the Servicemen's Opportunity College Membership.
- Active duty service members can complete PCC's academic residency at any time they are enrolled (including reservists, national guard).
- This change mainly affects campuses next to military bases and four-year colleges.

Senate President Edward Martinez

- A residents' determination policy addresses other residency issues.
- This policy change is to the residency requirement as it applies to active duty servicemen. The change is more easily read on the electronic version (it is in red).
- This policy will need Senate approval at its next meeting.

Mr. Dan Haley, Senate Treasurer

- For clarification the policy's wording should reflect that it applies to all students.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

Appoint Angela Ceballos to the Sabbatical Leave Committee.

MOTION to appoint Angela Ceballos to the Sabbatical Leave Committee made by Fred Keene and seconded by Pat Peach.

MOTION approved unanimously.

Sent to Committee: None

VII. REPORTS FROM EXECUTIVE COMMITTEE:

R-1 President's Report/Update: President Edward Martinez

ASCCC Area C Meeting

- Noted that President Martinez and Vice President Dustin Hanvey attended the ASCCC Area C meeting.
- Reported on a proposed resolution requiring the CSU system to consider student transfers who report their courses through E-transcripts before students who submit paper transcripts.

Board of Trustee Meeting

- Reported Vice President Dwayne Cable gave a presentation at the last Board of Trustee meeting reviewing the ongoing process to implement a new Administrative Information System.
- Reported PCC has received over \$17.3 Million in grants over the past several years.
- Reported Bob Miller will give a grants update to the Senate in near future.

R-2 Vice-President's Report: Dustin Hanvey

ASCCC Task Force Resolutions

- Senate Board is encouraged to visit the State Chancellor's web site for information on proposed Student Success Task Force recommendations that will redefine what is being done at the community college level.
- This information was forwarded to faculty by Dr. Rocha several weeks ago.

R-3 Secretary's Report: Martha Bonilla: No report.

R-4 Treasurer's Report: Dr. Dan Haley

- There have been no major expenditures.
- Faculty contributions are being received.

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

1. Realignment Initiative: Open Discussion

Senate Board Consensus

- A majority of the faculty feel they have not had input into the decision-making process.
- Many faculty want to see data for the purpose and rationale for realignment.

Discussion

Dr. Dan Haley: Senate Treasurer

- Stated many instructors are not in favor of losing their division Dean.
- Stated assessments can be done under current structure and are not a justification for realignment.
- Asked that the Senate either oppose realignment or delay the deadlines that have been given.

- At the last Planning and Priorities Committee meeting Dr. Rocha asked for a plan by December 14, 2011 with an implementation date of June, 2012.
- “Cost effectiveness” has been discussed as a realignment issue and reducing expenses is one of the proposed justifications for realignment.

Ms. Yolanda McKay: Visual Arts and Media Studies: Senate Representative

- Said many faculty feel they do not have a choice in this matter.
- Realignment does involve the budget.
Creation of more vice presidents, along with deans and chairs will cause administration to get more top heavy.

Dr. Danny Hamman: Senate Vice President – Community Education Center

- Reported he has not seen rationale supporting realignment.

Mr. Tom Neiderer: Senate Representative: Health Sciences

- Reported concerns with defining the roles of the deans and their job descriptions.
- Reported that descriptions of the duties and roles of the Vice Presidents, deans, and faculty are needed for input in this matter.

Mr. Derek Milne: Senate Representative: Social Sciences

- Social Studies faculty will be meeting this week to discuss realignment.
- Several Social Studies faculty have drafted a faculty survey relating to realignment matters.
- There is a general feeling by faculty that they are not a part of the realignment process.

Ms. Pat Peach: Senate Representative -- Mathematics

- Reported that faculty would like to have more input into the development of the realignment process and have more representatives on the Planning and Priorities Committee.

Mr. Terry Stoddard: Senate Representative: Kinesiology, Health and Athletics

- Realignment should be purpose driven.

Senate President Edward Martinez

- A standing committee report may be requested from the Planning and Priorities Committee as a Senate agenda item.
- Certain policy decisions will come under the purview of the Academic Senate.

Dr. Dustin Hanvey: Senate Vice President: English

- Stated the Board and the President favor realignment because assessment on the campus is not being done.
- Assessment works best when faculty driven and it is not working under the current administrative driven model.
- English Division studies show faculty chairs would be more effective with assessment and providing data that would be supportive of adding prerequisites.

Vice President Robert Miller:

- Report on the last Planning and Priorities Committee meeting.
 - A statement in support of realignment was presented at the last Planning and Priorities Committee meeting.
 - There was discussion of developing sub-committee groups to look closely into division/department structure and faculty chair responsibilities.
 - Discussions are about student success.
 - A campus realignment model is scheduled to be presented and discussed October 31st College Council Planning and Priorities Standing Committee meeting.
- Reported the campus system is moving from access imperative to a progress /completion imperative.

Reported faculty department chairs would be able to work more closely with faculty and students in terms of assessment and SLOs.

Ms. Dorothy Potter: Senate Representative: Library

Asked faculty who attended the Planning and Priorities Committee meeting if a timeline had been presented and to respond to Vice President Miller's comments.

Julie Kiotas: Professor: Social Sciences

- Certain faculty working conditions would have to be negotiated.

Martha Bonilla: Academic Senate Secretary

- Assessment is not the main issue.
- The budget would increase with increased reassign time hours and pay for department chairs.
- Concerned with lack of faculty input into the process.
- The realignment process does not have a clear rationale nor is there clear and direct data that the department chair model improves student completion rates.

Krista Walter: Senate Representative: English

- Real data is needed in the realignment process.

2. Planning and Priorities Committee – Elections

Handout naming 10 volunteers was provided at the meeting and sent electronically to all Senate Board members. This information is to be discussed within the various divisions so as to help the Senate representatives decide on who would be the best four faculty representatives to the Committee. A vote of the Academic Senate Board will be taken at the next meeting.

Voting Process Options: One-Page handout provided

- Committee Concerns: how to conduct the election and what to do in case of a tie.
- Two options for the election process were presented to the Board
Elect by Plurality: The four candidates receiving the highest number of votes in this voting process will be the faculty delegates to the Planning and Priorities Committee; or
Elect by Simple Majority: Candidates will be elected if they have more than half the number of voters.

Two Options in Case of a Tie

- 1) A second ballot will be provided with the names of the candidates not yet seated on the committee. Academic Senate Board members will vote for two if there are still two seats available, three if there are three seats, etc.
Pat Peach and Pattie Lynn will hand out and collect the ballots individually from the Board members.
Hopefully only one additional balloting will be necessary.
- 2) The President of the Academic Senate will not vote unless there is a tie. Then the President's vote will be used to decide the election.

MOTION to Elect By Plurality: Made by Martha Bonilla and seconded by Dustin Hanvey

Discussion

Speaking against the motion, stating Election by Simple Majority is fairer included Yolanda McKay, Terry Stoddard, and Deborah Bird.

VOTE ON MOTION: Motion not carried.

MOTION to Elect by Simple Majority: Made by Terry Stoddard and seconded by Krista Walter.

AMENDMENT TO MOTION: to Elect by Simple Majority with the addition that the lowest two candidates be removed from ballots subsequent to the first ballot:

Made by Fred Keene and seconded by Terry Stoddard.

Discussion

Deborah Bird: Senate Representative: Engineering & Technology

- If a second round of voting is necessary, then the first or second person at the bottom of the list could be removed.

VOTE ON MOTION AMENDMENT

For Clarification: To keep top eight candidates. With each succeeding ballot the bottom 2 would be removed.

First Count: Ayes: 9 Oppose: 9

Second Count: Ayes: 10 Oppose: 10

Recount: Ayes: 10 Oppose: 10

Tie Break: President Martinez voted in favor of the Motion.

VOTE ON ORIGINAL MOTION To Elect By Simple Majority, as amended.

Ayes: Majority Oppose: 1

MOTION In Case Of A Tie: Made by Dustin Hanvey and seconded by Martha Bonilla

In support of Option 1 (see handout).

VOTE on Motion: Unanimously approved.

Voting: Only official division representatives will vote.

3. Presentation on ERP Status

Dwayne Cable, Vice President, Information Technology Services

- Slide presentation given on Board of Trustees recommendation for Information Technology to move forward with replacing the Administrative Information System (old terminology: Enterprise Resource Plan).
- June 2011: Organization assessment prepared by Strata at a cost not-to-exceed \$155,000 - \$160/hr (paid on actual hours). Total cost depends on balance between functionality and the budget.
- Proposed Process Dates: Finalize request for Proposal & Release – Dec. 21, 2011; Vendor Responses Due: January 2012; Select finalists (2 or 3) Feb. 2012; Vendor Demonstrations (open to campus community): March / Apr; Selections and Negotiations: May 2012; Finalize Contract: June 2012
- PCC's current system will have to last another one to two years before implementation of a new system.
- Computing and Information Technology Administrative and Faculty Co-Chairs are Dwayne Cable and Mark Sakata.

STANDING INFORMATION ITEMS

S1-1: PCCFA REPORT

PCCFA Representative Krista Walter

- Realignment concerns are a negotiable matter.
- Faculty are concerned that various constituent groups do not have a voice in the shared governance process regarding realignment.

- There should be collegial consultation and mutual agreement with the Academic Senate.

Comment

Senate President Edward Martinez

The current faculty hiring policy was developed through mutual agreement. Future recommendations (including realignment) will be forwarded from the Senate to the Board of Trustees. When policy of an academic and professional matter is changed, the administration relies primarily on the advice of the Senate or reaches mutual agreement. The Board of Trustees only vote on the policy part – technically they do not vote on the procedures part. We address both (the Senate).

S1-2: FACCC REPORT: Dr. Joe Conner

S1-3: ADJUNCT FACULTY REPORT: Mark Dodge

IX. ANNOUNCEMENTS

1. Board of Trustees – Candidates' Forum – Wednesday, Oct. 26, 7pm, Creveling Lounge
2. ASCCC Fall Plenary Session, November 3-5, San Diego
3. The Three Doctors – Cross Cultural Center presentation, November 18, 3:30 pm, Creveling.

MOTION to adjourn made by Mark Dodge and seconded by Terry Stoddard, was unanimously approved.

Next Senate Board Meeting November 7, 2011