

November 21, 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)
COUNSELING	JAMES ARAGON
ENGINEERING AND TECHNOLOGY	DEBORAH BIRD
ENGLISH	KRISTA WALTER
HEALTH SCIENCES	TOM NEIDERER
LANGUAGES	ANDRZEJ BOJARCAZAK
LANGUAGES	LOKNATH PERSAUD
LIBRARY	DOROTHY POTTER
MATHEMATICS	FRED KEENE
MATHEMATICS	PAT PEACH
NATURAL SCIENCES	KATIE RODRIGUEZ
NATURAL SCIENCES	JESSICA IGOE (Alt)
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
SOCIAL SCIENCES	DEREK MILNE
SOCIAL SCIENCES	HUGO SCHWYZER (Alt)
SPECIAL SERVICES	JO BUCZKO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

OFFICERS AND MEMBERS ABSENT

COMMUNITY EDUCATION CENTER	NADEGE WILLIAMS
ENGLISH	MARJORIE SMITH
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
NATURAL SCIENCES	JOE CONNER
PERFORMING AND COMMUNICATION ARTS	A.C. PANELLA
SOCIAL SCIENCES	DAVID URANGA

GUESTS AND VISITORS

VP: EDUCATION SERVICES	BOB MILLER
INTERIM DEAN, VISUAL ARTS AND MEDIA STUDIES	JOE FUTTNER
DIVISION DEAN: NATURAL SCIENCES	DAVE DOUGLASS

DIVISION DEAN: CEC	RICK HODGE
DIVISION DEAN: COUNSELING	CYNTHIA OLIVO
BUSINESS AND COMPUTER TECHNOLOGY	PATRICIA LYNN
CEC	DANNY HAMMAN
CURRICULUM and INSTRUCTION COMMITTEE	MATTHEW JORDAN
FACULTY DEVELOPMENT	LYNN WRIGHT
CLASSIFIED SENATE	DEBRA CANTARERO
DIVERSITY COMMITTEE	BEVERLY TATE
ASSOCIATED STUDENTS	CHRISTOPHER FENNESSY
COURIER	Representative

I. CALL TO ORDER 3:07 PM

II. PLEDGE OF ALLEGIANCE led by Tom Neiderer.

Introductions: Debra Cantarero (Classified Senate), Bob Miller (VP Educational Services), Matthew Jordan (Curriculum and Instruction Committee Chair); Beverly Tate (Diversity Initiative), Joe Futtner (Interim Dean: VAMS), Lynn Wright (Faculty Development).

III. APPROVAL OF NOVEMBER 7, 2011 MINUTES:

The Senate Board unanimously approved the minutes as presented with the following corrections/suggestions:

Dr. Krista Walter – PCCFA Representative

- Requested removal of gender specific titles (Mr. /Ms.).
- The title Dr. should be used for all guests who have this title.

Tom Neiderer – Health Sciences Representative

- Requested the use of the term Senator, Sen., or representative
- Fred Keene noted that all faculty are members of the Academic Senate.

James Aragon – Counseling Representative

- Tom Neiderer's statement on page 2: should be changed to read "...Dream Act that gives financial aid to students that are undocumented.

Dr. Dan Haley – Senate Treasurer

Page 4, bullets 2 and 3 of the Treasurer's Report should read:

- Reported on proposed legislation including standardized English and Math assessment for every new Basic Skills student and automated counseling.
- Faculty input on the Student Success Taskforce recommendations may be submitted at the statewide Senate web site.

Andrzej Bojarczak – Languages Representative

Page 3: Mr. Bojarczak's statement read: "...recommendation and completion of a realignment process be completed within this academic year."

IV. PUBLIC COMMENT: None

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

1. PLANNING AND PRIORITIES COMMITTEE: Report: Katie Rodriguez

- Deans presented their realignment proposal.
- Faculty participation has been encouraged on both Task Teams

- A campus Town Hall meeting has been scheduled.
- Committee questions and comments may be forwarded to Katie Rodriguez, Lauren Arenson, Salomon Davila, or Rod Foster.

Task Force Teams 1 and 2: Dr. Lynn Wright and Matthew Jordan

- Task Team 1 that has 18 to 20 faculty members has had its first organizational meeting and is beginning its research.
- Task Team 2 that has 30 to 35 faculty members has split into three working groups with specific areas of research.
- Adding any new team members now would interrupt the committee process.

Committee Co-Chair Comments: Edward Martinez and Bob Miller.

- Committee agendas are developed from both committee chair and faculty input.
- The December 14th Board of Trustee meeting will receive a “reporting” from the deans and Task Teams 1 and 2 as to where they are at that time.

MOVED FORWARD ON AGENDA: Information Item Number 2.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint Lydia McDonald, Matt Henes, and Tomas Riojas to Calendar Committee.
 2. Designation of Russel Di Fiori as “alternate” to Planning & Priorities Committee. MOTION approving Items 1 and 2 made by Fred Keene and seconded by Yolanda McKay. VOTE: Unanimously approved.
- A recruitment effort was made for these appointments and all appointees were willing to serve.

VII. REPORTS FROM EXECUTIVE COMMITTEE:

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

November 16 Board of Trustee Meeting took place at Arcadia High School:

- Review of PCC Educational Master Plan and High School Pathways.
- More information was required for Arcadia faculty, administration, and parents, particularly Chinese parents.
- Assemblyman Portantino said the state budget will be tighter than anticipated.
- Presentation was received from the Redistricting Partners consulting group who worked closely with Community College League of California on two redistricting plan options. The greatest implications will be on District 3 (Berlinda Brown) and District 7 (Anthony Fellows).
- Redistricting options are posted on the Board of Trustee web site.
- Action will be taken at the January meeting.
- Edward Martinez complimented Nika Hogan, Shelagh Rose (Faculty Development Committee and First Year’s Pathways Project) and Beverly Tate (Diversity Initiative) for the inspiring Three Doctors presentation that took place last Friday to an overflow crowd of faculty, staff, and students.

R-2 VICE-PRESIDENT’S REPORT: DUSTIN HANVEY

- The Sustainability Committee hopes to have a policy for review by spring 2012.

R-3 SECRETARY'S REPORT: MARTHA BONILLA

- The Shared Governance Committee is revising Policy #6100 (Faculty Hiring) and hopes to provide an update at the next Senate meeting.
- **R-4 TREASURER'S REPORT: DR. DAN HALEY:** No Report.

VIII. INFORMATION ITEMS

1. REVISIONS TO COURSE REPETITION POLICY - #4055

MOTION to approve Policy #4055 made by Roger Marheine and seconded by Tom Neiderer

Revision: Item 6.

Students will not be permitted to enroll in a course for a fourth attempt in any combination of efforts to alleviate substandard grades (section 1, above) and/or to enroll after withdrawal (section 5, above) except by petition to the Vice President of Student and Learning Services. It is understood that the College will not collect apportionment in such enrollments.

President Martinez said that with a third attempt (second repetition) the student will need to petition through the counseling process. The policy revision is mean mainly for Admissions and Records staff members that have to manage the system which allow students to enroll and register. A section 1.a was not changed from its current language.

Representative Tom Neiderer said the new wording could cause difficulty for those who will have to explain the change to the students.

Proposed Corrections to: Section 1.a: ...”Enrollment in a course for the second attempt (third enrollment) to alleviate a substandard grade requires...”

- The last sentence in Item 6 should read “...will not collect apportionment for such enrollments.”
- “ ...Enrollment in a course for a **third** attempt to alleviate the substandard grade..
- “...Third enrollment in a course
- “...third attempt at enrollment ...”

Representative Jessica Igoe recommended the following revision to 1.a:

- First sentence: remain same.
- Second sentence to read: “A third enrollment in a course to alleviate a substandard grade requires student advisement.”

Edward Martinez requested (with no objections) to table the motion made on this motion.

2. PRESENTATION BY DEANS/REALIGNMENT PROPOSAL:

Presenters: Dean Dave Douglass, Dean Rick Hodge, and Dean Cynthia Olivo

Dean Cynthia Olivo: Counseling

- Peter Gaarn was a consultant and excellent facilitator for the deans during their deliberations over their proposal.

- **Task At Hand:** To work with challenging dialog and identify potential areas for reorganization, developing a new PCC structure to better serve our students. This model reflects two days and several iterations of thinking that began with the President's four schools/division based alignment criteria. It represents our attempt to effectively reorganize the college to best serve our students using these criteria.
- All structures and outcomes will be identified and supported.
- Research Information to promote equity minded completion provided by the Lumina Foundation:
 - We should be stewards of public trust.
 - Need to be responsive to 21st century students
 - Focus on being more productive.

Dean Dave Douglass: Natural Sciences

- The slide presentation began with the identification of "Four Main Schools" The power point presentation was sent via e-mail by Edward Martinez with today's Senate Board Meeting agenda and handouts.
- 1. **Humanities:**[ESL (Credit), English, Languages and Social Sciences (Child Development)]
- 2. **STEM:** [Math, Health Sciences, Natural Sciences, Engineering]
- 3. **Career and Continuing Education:** [Adult Education, Career Education, Career Trades, Contract Education, Extended Education and Economic and Workforce Development]
- 4. **Arts, Design & Communication:** [Performing Arts; Communications (speech communication, TVR/Film Journalism, Media Arts); Visual Arts, Digital Arts; Architecture & Design]
- Vertical Leaders: A Discipline Leader would be assigned to a specific area.
- Horizontal Leaders: Outcome Facilitators would be assigned responsibilities stretch across the disciplines and would sit at the table with administration – resulting in an increased voice for instruction.
 - CTE – Certificates AS – Outcomes Facilitator
 - Basic Skills Outcomes Facilitator
 - Transfer/GE Outcomes Facilitator
- Income Generators: Contract Education; Extended Education & Economic & Workforce Development.
- Bedrock Foundation: Library and Counseling
- Fertile Environment: Distance Education and International Education
- The proposed model is more of a matrix organization with vertical and horizontal components. Where in the matrix does Kinesiology and Business fit?
- Leader titles have not yet been developed.
- College Reorganization Resource: "[How Colleges Work](#)" by Robert Bernbaum.

Dean Rick Hodge – CEC

- Student Advocates would facilitate a smooth process through a pathway for students to prevent them from getting trapped in any particular process or silo.

- Student Advocate's duties are to "drive programs, course completion and provide student success across all disciplines and the college's service areas."
- Student pathways are an efficient key in assisting students with their educational and career plans.
- The Career Center could be converted into a Student Success Center with Student Advisors, a retention specialist and/or a performance specialist.
- There would be student assessment processes to assist students.
- The Extended Learning category can be expanded.
- Commented that one CTE model, in Orange County, is accredited and operates as an affiliated College campus.

Comments/Concerns

- Community colleges should provide a nurturing environment for students who are undecided.
- In-coming Pasadena area high school students should not have priority over older, returning and current students.
- A general education track should be developed along with the ability to track private college transcripts.
- Pathways assist students in the development of an educational plan, which would foster greater self-direction and success in future employment.
- Contextualized learning educates students and promotes student success.
- Data on the ever-changing job market needs to be up to date.
- Engineering and Architecture and many of the CTE area courses belong in the STEM column.
- Specified working conditions (i.e., duties, titles and compensation) have yet be developed for leaders and facilitators.
- Edward Martinez said the Curriculum and Instruction process will continue to provide discussion about course development and how it fits in the overall school structure.
- Details for student advocate positions have not been addressed.
- Lifelong learning is part of the college's mission statement and is not clearly addressed in the plan.
- There seems to be a fourth pathway under Career and Continuing Education.
- Not-for-credit instructors do teach courses
- Dean Hodge agreed that often times faculty on the main campus become instructors in Extended Learning programs.
- Kinesiology is listed under Health Sciences and Engineering Design Technology is located under Career Trades.
- Many chairs would be needed and the plan represents an increased in the numbers of administrators.
- We can end up in a complicated box if faculty don't stay on top of the proposed process
- Dean Olivo commented that the proposed model is a draft and not a final proposal.

3. REALIGNMENT INITIATIVE: See Information Item Number 2.
4. PROFESSIONAL DEVELOPMENT DAYS – 2012-13: Proposal
Presenter: Matthew Jordan (handout provided)

Matthew Jordan, Dustin Hanvey, Debbie Wood, and Rita Gonzalez

- PCC should utilize the Flexible Calendar Program offered by the State as a part of a Faculty Development Program. It is requested that the Academic Senate approve two Flexible Calendar days for the 2012-13 academic year. One of those days would be a Faculty Development day to be calendared immediately prior to the first day of classes, fall of 2012. The other “day” would be used as hours for attendance at professional development activities throughout the year.
- Concerns and recommendations may be forwarded to the committee by e-mail.

Comments/Concerns

- Development days would be a productive student data-gathering opportunity for instructors.
- Assessment across disciplines should be a collective process.
- The Senate will vote on this matter at its December 5th meeting.
- Information is to be shared by division reps within their divisions.
- Faculty Development days are a contractual matter.
- HR Vice President Ben Lastimado wants to coordinate professional development learning for all campus groups.
- Representative Fred Keene was not supportive of the proposed process.

STANDING INFORMATION ITEMS

S1-1: PCCFA REPORT:

Roger Marheine:

- There have been informal discussions with district negotiators.
- Formal negotiations on a three-year contract which is due to expire June 30, 2012 are planned.
- Realignment negotiations will begin around January.
- In response to Representative James Aragon, a raise is not “off the table.”

S1-2: ADJUNCT FACULTY REPORT: Mark Dodge: No report.

IX. ANNOUNCEMENTS

- Fall semester grades are due on or before Tuesday, January 10, 2012.
- This information should be shared within the divisions (Handouts provided).

X. ADJOURNMENT:

MOTION TO ADJOURN made by Mark Dodge and seconded by Fred Keene.

Next Senate Board Meeting: Monday, December 5, 2011