

January 28, 2013

OFFICERS AND MEMBERS PRESENT

ACADEMIC SENATE PRESIDENT	DUSTIN HANVEY
VICE PRESIDENT	A. C. PANELLA
SECRETARY	JESSICA IGOE
TREASURER	DAN HALEY
ADJUNCT FACULTY	ALEXIS MOORE (Alt)
BUSINESS & COMPUTER TECHNOLOGY	PATTIE LYNN
COMMUNITY EDUCATION CENTER	DANNY HAMMAN
COUNSELING	TOMÁS RIOJAS
ENGINEERING	DEBORAH BIRD
ENGLISH	PAT ROSE
ENGLISH	MARJORIE SMITH
ENGLISH	MARTHA BONILLA (Alt)
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
LANGUAGES	ANDRZEJ BORJARCZAK
LANGUAGES	MELISSA MICHELSON
LIBRARY	DOROTHY POTTER
MATHEMATICS	PAT PEACH
MATHEMATICS	KATHLEEN UYEKAWA
NATURAL SCIENCES:	KATIE RODRIGUEZ
NATURAL SCIENCES	VALERIE FOSTER
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
PERFORMING AND COMMUNICATION ARTS	MARK WHITWORTH
SOCIAL SCIENCES	EDUARDO A. CAIRO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY
VISUAL ARTS AND MEDIA STUDIES	ROD FOSTER

OFFICERS AND MEMBERS ABSENT

HEALTH SCIENCES	OPEN
LANGUAGES	LOKNATH PERSAUD
SOCIAL SCIENCES	LAUREN ARENSON
SPECIAL SERVICES	JO BUCZKO

GUESTS

IEC COMMITTEE CO-CHAIR	CYNTHIA OLIVO
IEC COMMITTEE CO-CHAIR	SHELAGH ROSE
IEC COMMITTEE MEMBER	SALOMON DAVILA
IEC COMMITTEE MEMBER	TITO ALTAMIRANO
LIBRARY	FREDA LIN
PCCFA	PAUL JARRELL
COURIER	ANTHONY RICHETTS

I. CALL TO ORDER 3:10PM

II. PLEDGE OF ALLEGIANCE & INTRODUCTIONS:

Pledge of Allegiance led by: Dustin Hanvey

Introductions: Anthony Richetts (Courier); Freda Lin (Library)

III. APPROVAL OF January 14, 2013 MINUTES

MOTION to approve the January 14, 2013 Minutes made by A.C. Panella and seconded by T. Stoddard.

VOTE: Unanimously approved.

Comment/Correction: Correct the year at the top of page one: 2013.

IV: Public Comment

Names	Comment
Eduardo Cairo	According to its Bylaws the Senate should start promptly at 3:00 pm. A quorum is needed to take a vote. Request for the Senate to have on paper a timeline anticipated accomplishments before the semester is over and what is hoped to discuss in the future.
Dustin Hanvey	Request for first read of Revised IEC Policy No. 2560 to be held until 4PM today. No objection.

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

First Read:	Institutional Effectiveness Committee Policy 2560: Revision
Shelagh Rose, Co-Chair	<p>Within the past two years, the IEC has been in the process of going through the Career & Technical Education program reviews, starting the major reviews, creating a rubric and process, and reading research. A lot of this information and what has been learned is incorporated into the revised Institutional Effective Policy No. 2560.</p> <p>Cynthia Olivo, committee co-chair, has been working as the co-chair but will relinquish those duties to the new Associate Dean of Program Review which should streamline the interactions with faculty and provide necessary resources to conduct effective program review. Some of the IEC members present were Salomon Davila (Dean, CTE); Krista Goguen (Library); Tito Altamirano (TLC); and Terri Stoddard (Kinesiology).</p> <p>S. Rose: The charge of program review is program improvement and involves a major in-depth look at entire programs including student achievement, faculty or staff development and institutional support needs. A more structured process (incorporating Senate recommendations) for giving feedback has been developed and a process for entering into a memorandum of understanding with the program review authors for goals and possible improvement before their next program review. A step-by-step process (to include a six-year cycle for majors and two-year cycle for CTE) is in the new policy and was not in the old one. Salomon Davila: The yearly SLO data will be included in this process.</p> <p><u>Comments/Responses:</u> Program deadline dates have been sent to the deans. .</p> <p>The Committee has a heavy faculty presence. [Total of 11 including 8 faculty from four schools, CEC, Counseling & Library and the co-chair], six administrators [administrative</p>

	<p>numbers will not increase], three students and four classified staff.</p> <p>The Committee process has been very collegial and extremely collaborative. The faculty co-chair would be part of a mediation process. Voting: Ex Officios vote. Resource experts do not vote. D. Hanvey: will recommend a Bylaws Committee task to consider IEC having a Senate seat to address concerns between the Senate and IEC. There was a comment in opposition to IEC having a vote on the Senate.</p> <p>Memorandum of Understanding references a <u>mutually agreed</u> upon recommendation between the IEC and program/unit/department members. Establishment of the instruction schools would require a revised avenue for feedback. If there is no mutual agreement, Dr. Bell would be consulted as the chief instruction officer. Program authors will engage in discussion with the IEC before final decisions are made or entering into an agreement.</p> <p>Senate representatives were asked to take the proposed policy back to their divisions for discussion. This item is anticipated to be a voting item at the next Senate meeting.</p> <p>The Senate Office will forward the IEC Policy to the Senate Board and MONTHLY faculty.</p>
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VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1.	Appoint Debra Bronstein AS Senate Scholarship Committee Chair
2.	<p>Each committee member has been contacted by D. Bronstein (appointed as a committee member January 14, 2013) and they expressed support for her being appointed as committee chair.</p> <p>Appoint Gloria Horton, Andrea Murray and Peter Castro to the Senate Scholarship Committee.</p> <p>MOTION approving Items 1 and 2 made by R. Foster and seconded by K. Rodriguez.</p> <p><u>Discussion</u></p> <p>D. Hanvey addressed Senate committee volunteer protocol concerns by stating that he announces committee volunteer opportunities by e-mail and he can be contacted regarding current volunteer status and opportunities. Last summer's volunteer list was created mainly for hiring committees.</p> <p>E. Cairo: Some faculty say they are not receiving the e-mails. Last fall the Senate discussed posting volunteer names and information on the Senate web site. A.C. Panella: Senate committee chairs are to provide current committee membership information to assist with maintenance of updated Senate Committee web site information. L. Michelson supports adding "date of revision" information on the committee lists.</p> <p>D. Hamman: volunteer opportunities should be posted on the Senate's web site.</p> <p>CALL FOR THE QUESTION: Made by D. Haley and seconded by T. Stoddard.</p> <p>VOTE: Items 1 and 2 unanimously approved.</p>
3.	<p>Appoint Dorothy Potter, Katie Rodriguez, Danny Hamman, Charlene Potter, Derek Milne, Harry Bloodgood, and Tom Berg to the Faculty Hiring Priorities Committee.</p> <p>MOTION: Amendment made by A.C. Panella and seconded by T. Carpenter to add T. Stoddard.</p> <p><u>Discussion:</u> In reference to M. Smith's comment about an e-mail sent by D. Hanvey regarding new faculty hires but had a subject title regarding the Ad Hoc Committee on Scheduling, D. Hanvey said the e-mail title should have read Timeline For New Faculty Hires. <u>An English representative is needed.</u></p> <p>VOTE on Amendment: Yes: Unanimous</p> <p>MOTION made by P. Lynn and seconded by A. Bojarczak to approve the amended resolution.</p> <p>VOTE: Yes: Unanimous.</p> <p>Faculty Hiring Priorities Committee: English Division designee: M. Bonilla</p>

Sent to Committee: None

<p>R-1 President's Report</p> <p>Governor's Proposed Budget includes:</p> <p>Council on Academic and Professional Matters:</p> <p>Calendar</p> <p>Non-Smoking Campus Issue:</p>	<p>Dustin Hanvey: State student unit cap: After 90 units students will have to pay \$197/unit. Financial aid caps are also proposed. End of term census: Funding will be based on census taken at end of week 14. Possible higher funding for community college.</p> <p>The statewide Senate opposes all these proposals (except for the increased funding.) D. Hanvey has written to invite one of the State Senate Executive Committee members to talk to the Senate about these issues, which will also be discussed at the spring plenary.</p> <p>PCC will stay with a 16-week calendar. A supporting consensus was received from the last two town hall meetings. There will not be an 18 or 17 week semester the next academic year.</p> <p>The charge of the Ad Hoc Committee on Scheduling will be to move towards block scheduling. Current volunteers will be contacted, followed by D. Hanvey opening up volunteer opportunities to the campus. Committee membership to include Dr. Bell (consultant); Ofelia Arellano (Dean, Academic Affairs); Crystal Kollross; deans for Math and English; several positions for division secretaries; facilities; and students. Yolanda McKay would have no objections if someone else wanted to be the chair. Senate Comments: Utilize available rooms in the new Fine Arts building; coordinate start and stop times to minimize class overlap; include staff closely involved with rooms i.e., 2-3 division secretaries; facilities, etc.. The U building cannot be used. This summer session will be operating Monday through Friday. Each division needs to be contacted regarding curriculum and equipment needs.</p> <p>At the Associated Students' request the Board of Trustees will be looking at possibly making PCC a non-smoking campus. D. Hanvey supports having a Senate debate and position on this matter. J. Buczko will be asked to comment on this matter before the Senate.</p>
<p>R-2 Vice President</p>	<p>A. C. Panella On behalf of the Senate Executive Committee, A. C. Panella has been and is currently visiting various divisions regarding the Senate's goals, presenting information on various committee and major policies. A. C. Panella will be attending the ACCJC (Accrediting Commission for Community and Junior Colleges) Accreditation Conference and will present the Senate with an update. "Train The Committee Chair" training is scheduled to review Brown Act, Senate and Committee guidelines.</p>
<p>R-3 Secretary</p> <p>CAPM Meeting</p> <p>Administrative Hiring</p>	<p>Jessica Igoe</p> <p>In consultation with the General Counsel, the President and Board agreed on hiring a new police chief from the pool established by the hiring committee less than a year ago. J. Igoe could not find a date for how long this pool can be used. The Senate Executive Committee stressed the need to be notified of future administrative hiring plans. Questions about this process may be e-mailed to Bob Miller.</p> <p><u>Concerns/Comments:</u> The Senate addressed its concerns to administration in CAPM (Council on Academic and Professional Matters). CAPM does not have published minutes. No hiring policy requirement addresses the specific action taken. For accuracy and accountability, retirement "double-dipping" concerns can be brought up</p>

	<p>at the College Council meeting. College Council proceedings are recorded. It would be helpful to amending the hiring policy to avoid these concerns in the future. It was proposed that the Senate go on record as not being in agreement with administration on this matter.</p> <p>J. Igoe offered to contact HR (Human Resources) for input on the history of the hiring pool.</p>
R-4: Treasurer	Dan Haley thanked senate for their encouragement and support.

VIII: INFORMATION ITEMS: The following items will be discussed.

Adhoc Scheduling Committee: Important Update	See President's report.
Senate Bylaws Committee Division Representative Names (Deadline)	<p>Deadline: February 7th, 4:30</p> <p>The Committee will set its timeline.</p> <p>Senate Board Approval: Agenda Date: February 11</p> <p>Names received include: M. Bonilla (English) and G. Horton (Languages) and possibly another faculty member.</p>
Senate Calendar Committee Presentation: Martha Bonilla	<p>The Academic Senate Calendar Committee was dismantled under the tenure of Senate President Edward Martinez to allow both the campus-wide Calendar Committee and the Faculty Association to provide input into a working District calendar. Reinstating the Senate Calendar Committee would give faculty a venue within a shared governance process for discussion and debate.</p> <p><u>Discussion Comments</u></p> <p>Comments of support received to reinstate a Senate Calendar Committee</p> <p>Option: form a committee that would address only the larger issues.</p> <p>Former Senate Calendar Chair, D. Potter, will send D. Hanvey information on 2006 Senate Calendar Survey Comments and Results and Compressed Calendar recommendations.</p> <p>Reinstatement of a Senate Calendar Committee would be to review the 2014 calendar process. Clarity would be needed on the Committee's recommendation process.</p>
	<p>K. Rodriguez: recognizes that in the past there was not a clear forum for discussing the condensed calendar. This committee could take on such larger questions.</p> <p>D. Hanvey: There is not vote on an information item. The committee currently exists in the Senate's bylaws. The charge (reactivation) of this committee will be discussed at the next Senate meeting.</p>
Senate Representation on Campus Committees/Schools Model: Eduardo Cairo	<p>Comment: D. Hanvey: There are four faculty seats on the Planning & Priorities Committee. At its last meeting it was unanimously decided there would be one representative on the Committee from each of the "four schools." Senate concerns about Committee under-representation needs to be addressed.</p> <p>Technically, by the math in the Senate Bylaws (1 representative per 15 FT faculty or major fraction thereof: Between 1-22 (1 rep); between 23-37 (2 rep); and between 38-52 (3 reps).</p> <p>Approximately seven areas are entitled to another Senate seat.</p> <p>Business (2); CEC (1); Counseling (2); Engineering (1); English (3); Health Sciences (2); Kinesiology (1); Languages (2); Library (1); Mathematics (3); Natural Sciences (3); Performing & Communication Arts (2); Social Sciences (3); Student Health Services (1); Visual Arts and Media Studies (2). Areas in bold are entitled to one more seat.</p>

	<p><u>Options</u>: #1: Appoint newly elected individuals for those areas eligible for more representatives; <u>or</u> #2: Follow the guidance of the newly elected Bylaws Committee. Two important questions are #1: How many seats will the Senate have; and #2: How will these seats be divided.</p> <p>Comment was received for and against both options. Senate representatives were urged to let their deans know if their area is entitled to additional Senate seats.</p> <p>A.C. Panella suggested the possibility of having another Senate Retreat to review Senate issues and processes and raise the Senate's knowledge level.</p> <p>This matter will be <u>agendized</u> for the next meeting to decide how this body will best represent the campus.</p> <p>J. Igoe: At the last CAPM the question of meeting dean responsibility under the new schools was presented. The Deans are having a retreat with Dr. Bell to discuss dean/assistant dean duties in early February.</p>
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STANDING INFORMATION ITEMS

S1-1 **PCCFA REPORT**: Paul Jarrell, PCCFA Secretary.

Negotiation Mediation: The PCCFA met last Thursday with a state-appointed mediator. February 12th is the next scheduled mediation date. If an agreement is not reached between the District and FA, the mediator will certify this process for fact-finding where the points of views are reviewed, followed by presentation of a "non-binding" recommendation to be made to the District.

S1-2 **FACCC REPORT**: None

S1-3 **ADJUNCT FACULTY REPORT**: Alexis Moore will be standing in for Mark Dodge as the Senate Adjunct Faculty Representative alternate for the next three meetings. She is a drawing instructor in Visual Arts. She has taught over sixteen years, knows Mark Dodge and has knowledge of part-time faculty issues.

IX. **ANNOUNCEMENTS**

1. Hector Tobar Talk: April 2, 2013: 12 Noon-1:30, Creveling: This L.A. times columnist and novelist will read from a few of his works and answer questions from students and the general audience. This event is open to the entire campus.
2. Statewide Senate Plenary: San Francisco: April 17-20, 2013
3. Meeting Recap:
 1. Main voting items: Scholarship Committee and Faculty Hiring Committee appointments
 2. Senate Board is to read, discuss within their divisions and be prepared to vote on the IEC Policy #2560.
 3. Voting item for next Senate meeting: Senate Representation on Campus Committees/Schools Model.

X. **ADJOURNMENT**:

Motion to Adjourn made by Katie Rodriguez seconded by Kathleen Uyekawa.

Next Meeting: February 11, 2013 3PM – Circadian