

Sept. 10, 2012

OFFICERS AND MEMBERS PRESENT

ACADEMIC SENATE PRESIDENT	DUSTIN HANVEY
VICE PRESIDENT	A. C. PANELLA
SECRETARY	JESSICA IGOE
TREASURER	DAN HALEY
ADJUNCT FACULTY	MARK DODGE
BUSINESS & COMPUTER TECHNOLOGY	AHNI DODGE
COMMUNITY EDUCATION CENTER	DANNY HAMMAN
ENGINEERING	DEBORAH BIRD
ENGLISH	MARTHA BONILLA
ENGLISH	ROGER MARHEINE
HEALTH SCIENCES	TOM NEIDERER
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
LANGUAGES	ANDRZEJ BORJARCZAK
LANGUAGES	LOKNATH PERSAUD
LIBRARY	KRISTA GOGUEN (Alt)
MATHEMATICS	PAT PEACH
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
SOCIAL SCIENCES	DEREK MILNE
SPECIAL SERVICES	JO BUCZKO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

OFFICERS AND MEMBERS ABSENT

COUNSELING	TOMAS RIOJAS
ENGLISH	MARJORIE SMITH

GUESTS

VP: INFORMATION TECHNOLOGY	DWAYNE CABLE
ASSOCIATED STUDENTS	FERNANDO BACERRA
CLASSIFIED SENATE	DEBRA CANTARERO
PCCFA	ROGER MARHEINE
PCCFA	KRISTA WALTER

I. CALL TO ORDER 3:08 PM

II. PLEDGE OF ALLEGIANCE Ahni Dodge

INTRODUCTIONS: Debra Cantarero (Classified Senate), Dwayne Cable (VP Information Technology);
Fernando Becerra (ASPCC Vice President for Campus Activities)

III. APPROVAL OF June 4, 2012 MINUTES: Motion to approve made by Mark Dodge and seconded by A.C. Panella.
VOTE: Ayes: Majority. Abstentions: 5. Motion passed.

IV. PUBLIC COMMENT:

Fernando Becerra gave the following announcements on behalf of the Associated Students.

1. September 11, 9AM-3:30PM, Circadian: Blood Drive to honor the 9/11 victims
2. Thursday, September 13, at 7:00 pm, Creveling: Student town hall meeting regarding the PCC Trimester Calendar and the college budget.

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

1. Parliamentary Procedure/Brown Act/Roberts Rules: Academic Senate President Dustin Hanvey
Brown Act requirements are followed by our state's senate and state assembly.
Under Section V of the Academic Senate Agenda will be listed reference to a First and Second Read.
 - First Read: First Discussion
 - Second Read: When vote is taken.
 - Senate Parliamentarian: By acclamation, Mark Dodge, was voted in as the Senate's Parliamentarian. M. Dodge stated that parliamentary procedure is up to the president and if there is a conflict, Robert's Rules of Order would be reviewed.

2. "Green" Senate/Handout" Statement was presented at today's meeting reads:

"In the interest of sustainability and reducing the Senate printing costs, I am asking for volunteers from the Senate Board who will forego paper copies of Senate handouts this year and use electronic copies on a laptop or iPad. By signing below (handout provided) you will let us know you do not need us to provide any paper copies of documents this year. Thanks!" President Hanvey said e-copies reduce the Senate's amount of photocopying and drain on the budget for this item. Senate Office Secretary, J. Benson shared information about the Senate exceeding its 2011-2012 budget and the need for budget transfers to cover the costs. Participants who signed this list may remove their names from the list if they decide to again receive paper copies. By not signing the list a hard copy of the handouts will be provided.

3. Senate Retreat/Senate Goals 2012-13.

Senate Retreat: President Hanvey: Feedback was positive.

Goals:

1. Revise Bylaws/Committee Structure
Bylaws: President Hanvey, A.C. Panella, V.P. Miller and Crystal Kollross have been working over the summer to review the Senate's Bylaws. Much of it is out-of-date and unclear. This group also has a goal of streamlining PCC's shared governance structure to make it more accountable and powerful.
Discussion has been held on expanding the Senate Executive Committee by possibly adding the C & I Committee chair (currently Carrie Starbird) by appointment and it is being proposed to elect the IEC chair (currently Shelagh Rose) as an Academic Senate vice president. Santa Barbara College was recommended as a possible Executive Committee model. A.C. Panella stated a fluid method of oversight and communication is needed to work hand-in-hand. President Hanvey stated a strong sense of committee coordination would probably outweigh the downside of disagreement among more committee members. This committee has discussed staggering elections of Executive Committee members to 2-year terms.

Committee Structure:

BRAC 2.0 Committee: -- A. C. Panella

Goals: Enlarge committee representation from students, classified and faculty. Representation would increase up to approximately twelve faculty, four management, a specific union representative, four classified, and four students. This will increase the level of participation and promote clarity on our institutional financial health, and provide stronger recommendations to present to the College Council, President and Board. Another benefit would be a more direct tie into program planning and review. This

will be a voting committee similar to the operation of the IEC. Full committee policy should be finalized within a month.

2. Create Clear Add-Drop Policy For Classes: President Harvey

Napa Valley College has developed an add/drop policy as a guideline for deans about how classes are added and removed from the schedule. PCC's administration has proposed to remove approximately 500 sections. A policy in writing would assist our deans in making their decisions. The Napa Valley policy will be presented at the Senate's third or fourth meeting for Senate input into this 10+1 matter.

Jessica Igoe: For Clarity: Add-Drop pertains to add or drop a section from the schedule as opposed to adding or dropping an individual student from a class.

3. One Page Sheets/Hot Topics: Jessica Igoe

For faculty understanding, the Committee has developed the idea of preparing one-page, informational hot topic sheets on large campus issues. This information would be made available to faculty or any campus member from the Senate office or on the Senate's web site. Eduardo Cairo suggested for all campus groups to be contacted with the option of contributing pro or con recommendations.

4. Equivalency/VAMS: Dan Haley.

PCC does not have a clear equivalency policy. There are exceptions to requiring a Master's degree to teach on campus (equivalent experience and training). Susie Ling has proposed policy changes for clarity and guidance. Over the summer VAMS presented a package for two qualified faculty candidates who did get hired but it was cumbersome without an approved policy in place. President Harvey will add this policy recommendation on the next Senate agenda for presentation and as a First Read.

5. Accreditation Scorecard: President Harvey

Senators were urged to review the San Francisco accreditation report, which was forwarded to all faculty. PCC needs to be on top of accreditation requirements. Stephanie Fleming has been appointed the accreditation self study coordinator.

6. Senate/Union MOU: A.C. Panella

The Senate and Faculty Association have never had a formal contractual process.

For clarity in understanding the roles of the Academic Senate and the Union, an MOU is being developed to assist with knowing who the lead is on certain matters. Example: Faculty Association--Calendar Issues; Academic Senate--Class Size. Roger Marheine thanked the Senate Executive Committee for its efforts on initiating this MOU.

7. Adding a +/- Grading Policy: President Harvey

This matter was debated by the Senate many years ago and voted down. Susie Ling has asked President Harvey to bring this matter before the Senate again for another discussion.

8. Town Hall Meetings: President Harvey

Faculty Forum/Town Hall Meeting: September 11, 2012 12-1PM, Creveling Lounge

These meetings are hoped to be scheduled once a month on current, campus hot topic issues. This is part of Senate Goals No. 10 in communication between the Senate and administration. Topic suggestions may be forwarded to any member of the Senate Executive Committee. Jessica Igoe said Katie Rodriguez presented the idea for having Town Hall meetings because it is unfulfilling to speak at Board of Trustee meetings without being able to receive a response. This type of forum would create an environment where students, faculty and staff could speak their concerns, be heard by the campus community and get responses from campus leaders.

Joe Conner: suggested contacting the school's film program area to archive this event and perhaps have the costs reduced if it is done as a "class project".

9. Senate Socials/Lunches: President Harvey

It is hoped faculty will have more opportunities to get together and talk to each other by developing a series of social events.

10: Improved Communication: President Hanvey

This area was listed as a concern on PCC's last accreditation report. He will send out via e-mail regular Senate and Senate Executive Committee reports. President Hanvey's office hours: ~~Wednesdays 2PM-4PM~~

Revised Time: Thursdays: 10AM-12PM and most Fridays. Faculty may stop by the Senate Office during these hours for concerns, advice, and feedback.

4: MOU: Senate/Faculty Association: PULLED—WILL BE PRESENTED IN NEAR FUTURE.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint Valerie Foster as the chair of the Ad Hoc Committee on Faculty Governance and Innovation.
2. Appoint AC Panella, Jessica Igoe, Daniel Haley, Deborah Bird, Roger Yang, and Nick Mata to the Ad Hoc Committee on Faculty Governance and Innovation
3. Appoint Dustin Hanvey, Joe Conner, and Don Gallon to the hiring committee for Police Sergeant
4. Appoint Gary Woods and Pat Peach to the Senate Rank Committee
5. Ratify the appointment of Dustin Hanvey, Cecile Davis-Anderson, and Brock Klein to the hiring committee for Executive Director of Human Resources
6. Ratify the appointment of AC Panella, Tom Berg, and Salomon Davila to the hiring committees for Executive Director of Fiscal Services and Executive Director of Business Services
7. Ratify the appointment of Keith Oberlander and Zack Matthews to the hiring committee for the Executive Director of Facilities
8. Ratify the appointment of Don Gallon to the hiring committee for a new Police Officer
9. **[Pulled because a classified person cannot be appointed to this position]** Ratify the appointment of Anson Hsin to the Classified Distance Education Technologist/ Developer position.

MOTION made by Mark Dodge and seconded by Tom Neiderer approving items 1-8.

- Eduardo Cairo asked what would happen if proposed ratifications were not approved.
- Parliamentarian said this has not happened in the ten years he has been on the Senate.
- Jessica Igoe/A.C. Panella: Many requested decisions were held until the Senate met as a "whole body". The proposed appointments and ratifications were received as an emergency need or a need to get things done before school started. Many of the faculty members contacted were on campus during the summer and had open schedules. More items will be forthcoming.
- Valerie Foster: The Ad Hoc Committee on Faculty Governance and Innovation is a faculty shared governance committee of faculty, classified, students and management representatives formed over the summer in response to the reorganization process (rather than outcome) under the dean level. Pedagogy and student success is the committee's driving force. Debra Cantarero asked if this committee was replacing the Planning & Priorities Committee. Answer by President Hanvey: No.
- Roger Marheine: In Friday's negotiations, Dr. Rocha presented plans for a new Humanities Division. He proposed the FA work closely with this committee to address concerns about negotiating the evaluation process, compensation, duties and requirements in this model.
- President Hanvey: Under 10+1, Item 6, Faculty are controllers and have majority voice in faculty governance. The administration gave the OK for development of this Committee in late June. When finalized, the committee's recommendations will be forwarded to the Senate Board.
A. C. Panella: The committee will only be looking at faculty groups (programs, pathways, disciplines). This system allows autonomy from the managerial organization proposed by the administration.

VOTE ON MOTION: Ayes: Majority: Abstentions: 2 MOTION PASSED.

Sent to Committee: None

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President's Report : President Hanvey

August 29, 2012 Board Meeting: Tentative Calendar was approved. President Hanvey asked for another week (if not longer) for an opportunity for the Senate to discuss the calendar change. The Board voted (4-3) to not wait a week and passed the tentative calendar on a 5-1 vote, which is set to begin on January 7, 2013. The impact of this matter is still being negotiated.

At an August 27 meeting, President Hanvey and A. C. Panella urged Dr. Rocha to request a delay in a Board vote on the proposed calendar until faculty could "weigh in" with their calendar concerns. Following this meeting, they felt reassured that the Board would receive Dr. Rocha's recommendation that faculty be given time to provide input on

the proposed calendar at a forum. This recommendation was the origin of President Harvey's call for a week to discuss the matter at the Board meeting. As mentioned, subsequently the calendar change was approved. President Harvey expressed faith that the September CAPM meetings that Dr Rocha agreed to hold would be meaningful and impactful.

Roger Marheine: PCCFA requested/demanded removal of all calendar material on PCC's website. PCC's attorneys are conceding this is a tentative (not legal) calendar until it is negotiated. PCCFA is considering filing a suit on misrepresentation as a result of duplicity. Protection of shared governance and contractual legalities go hand-in-hand.

Concern was expressed by Jo Buczko and Eduardo Cairo about agreement to proposed ideas with the CAPM meeting that were not forwarded to the Board by Dr. Rocha. Eduardo Cairo's suggestion that future CAPM agreements be submitted in writing will be taken into consideration. Jessica Igoe stated that Dr. Rocha has an advisory role to the Board and ultimately the Board votes and it was disappointing that Dr. Rocha did not make the recommendation we expected.

Student Calendar Concern: Dorothy Potter. The Student Calendar does not reflect a fall 2012 Flex Day. President Harvey will follow-up on the absence of the Oct. 2, 2012 Professional Development Day from this calendar.

Board Approval: The Board did pass a macro-level reorganization plan which divides PCC into several schools. President Harvey asked for an e-mail copy of this plan to be disseminated.

September 6 Board Meeting: Budget was passed. President Harvey has a copy in the Senate office and may be contacted for review. Vice President Dwayne Cable: An authorization to enter into a contract with Ellucian as our administrative information system provider was approved. The cost is \$11 Million over five years. Campus wide communications will be forthcoming -- possibly using Oct. 2nd Professional Development Day date for presenting some information on this new system. Future Senate updates can be provided on smart classrooms, laptops, iPads, etc.

Eduardo Cairo: unable to attend any of the IT presentations and inquired about receiving several examples of how some of our old problems would be resolved. VP Cable said lines will essentially go away, access to financial aid status, degree audits, changing of majors, Sunday registration, GPA calculation, etc, will all have 24-7 system access.

Policy 2000: President Harvey and Crystall Kollross have spoken over the summer about Shared Governance. It was also discussed today in the Planning and Priorities Committee meeting. Further updates and clarification are pending. Classified Senate Question: Debra Cantarero asked if there would be planned changes for shared governance. President Harvey said he should have an answer on this question by next week. Committee structure changes are being made in regards to the role of the College Council, which is currently a consultative committee.

R-2 Vice President's Report: A.C. Panella

The Executive Committee is happy to be serving the Senate, the campus and the community at large. We plan to continue moving towards student success and faculty support. We will be working on the proposed MOU and can receive recommendations for faculty socials/lunches. The Senate Executive Committee will have office hours as individual Academic Senate members in the Senate office.

R-3 Secretary's Report: Jessica Igoe.

Commended faculty, staff and students who worked together on finalizing their move into the Science Village. The Senate Board was urged to visit.

R-4 Treasurer's Report: Dan Haley

Was on faculty governance committee during the summer and added that the Ad Hoc Committee on Faculty Governance and Innovation proposal was not related to the administrative realignment.

VIII INFORMATION ITEMS

S1-1 **PCCFA REPORT:** Krista Walter & Roger Marheine

S1-2 **FACCC REPORT:**

S1-3 **ADJUNCT FACULTY REPORT:** Mark Dodge

IX. ANNOUNCEMENTS

1. 12pm-1PM Faculty Forum, September 11: Creveling Lounge to discuss the pedagogical impacts of moving to a three-period calendar, including issues such as students' educational plans, course arrangement and course sequencing. A.C. Panella will be the moderator to collect and present questions. Information and follow-up to be discussed in regular CAPM meetings. V.P. Bell and V.P. Miller will be present to address the concerns about misrepresentation if they so choose. President Hanvey received concerns to present an objection of the new calendar on behalf of the Senate at the Forum. He said he would take this matter under consideration. Representative Mark Whitworth added the calendar matter is a "negotiated" matter for the Union to handle.
2. September 13, 11:30AM-1:00 PM, Creveling Lounge: Faculty Association Meeting.
3. Professional Development Day: October 2, 2012
 - Thirty minute opening Session
 - Opening morning workshop session
 - Lunch (bring you own lunch)
 - Afternoon workshop session
 - The adjunct evening session is being developed
 - This is a work day for Classified Staff.

Professional Development Day Faculty Information Requests will be e-mailed to Senate representatives after today's meeting. Event presenter requests may be forwarded to President Hanvey. Yu Chung Chang from Mathematics has worked on the development of this event, which is designed to be for faculty and by faculty.

The event design was based on data received from a faculty survey taken this past spring (80 responses).

Twenty to twenty-five workshops will be presented that will address areas of pedagogy, educational reform, curriculum design, program review, etc. An all-faculty notification including information and workshop registration will be forwarded before the end of this week. Faculty will have the opportunity to attend two workshops. There will be an EventBrite notice. No administrators will be speaking at the opening session. Attendance will be taken from sign-in sheets. Faculty has also requested to have a division hour in addition to the workshops.

A Faculty Information Request form will be emailed to all Senate representatives this date. The representatives were directed to have formal or informal contact with their division faculty about what activities they would like to do on Professional Development Day (i.e., division or smaller group projects). This information will meet state requirements for accounting purposes. Attendance will be taken during the sessions by the Deans. Dr. Rocha will relay to Deans that this event is to be planned by faculty and not administration. Event Bright session sign-in will be on a first-come, first-served basis.

4. Change of Rank and Professor Emeritus applications are available in the Senate Office and on the Senate website. The application deadline is 12 noon, Wednesday, November 7, 2012 in the Senate Office.
5. Stephanie Fleming of Speech and Performing Arts has been appointed as the new Accreditation Self Study Chair for the 2015 cycle.
6. Library workshops on MLA: Dorothy Potter. Three workshops will be offered this November on a first-come, first-serve basis, at Noon on a Tuesday or Thursday and will be posted on the Library website. Library provides an attendance receipt. The MLA is presented in Powerpoint. Citation elements would be identified and put in an MLA format. Fliers are available. Tom Neiderer said the Library orientations are very helpful and informative to our students.
7. ASCCC Fall Plenary Session: November 8-10, 2012, Irvine Marriott.

S1-1: PCCFA: Krista Walter: PCCFA is in negotiations. A lunch meeting is scheduled for Thursday, September 13, 11:30am - 1:00 PM in the CC Lounge. The negotiations have not gotten very far. President Rocha has taken over the lead negotiating position. A copy of the Union's proposal and PCCFA Blue Sheet has been sent to faculty via e-mail. The student calendar is

being imposed illegally because it has not been negotiated and it is an issue of shared governance. The former 2012-13 calendar was fully vetted and we all should be operating under it. Dr. Hamman said legal action could be filed if there is follow-through on the new Student Calendar.

S1-2: FACCC: Joe Conner stated there will be an adjunct FACCC activity at PCC on October 3rd and a diversity conference taking place at El Camino college. A FACCC calendar listing of activities will be emailed to the Senate representatives.

S1-3: Adjunct Faculty Report: Mark Dodge: Most of the adjunct faculty are gone compared to two years ago. The current numbers have declined.

Senate Retreat Comments/Requests:

Terry Stoddard made an agenda request for the Academic Senate to arrange joint meetings with the Classified Senate and/or Associated Students.

Eduardo Cairo: Faculty no longer have the power of the calendar and would like this brought back. President Hanvey said development of the Senate/Faculty Association MOU will address this concern. Krista Walter expressed a desire to see the Senate take a strong role in talking about semester systems (is it pedagogical, working conditions, equally divided, etc.) Jessica Igoe: There is benefit to having one group taking the lead versus two groups sharing a topic without a clear lead. Martha Bonilla: The Senate needs to take a strong position about the pedagogical value of the calendar.

President Hanvey said pedagogical and trimester concerns and impacts can be expressed at the September 11 Forum. V.P. Bell and V.P. Miller will be present to address these concerns. The Union will address workplace conditions at their Thursday meeting.

MOITION to Adjourn made by Mark Dodge and seconded by A.C. Panella.

Next Senate Board Meeting September 24, 2012
Room C233