

October 8, 2012
 [Revised October 22, 2012 / p. 5]
 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
COUNSELING	TOMAS RIOJAS
ENGINEERING	DEBORAH BIRD
ENGLISH	MARTHA BONILLA (Alt)
ENGLISH	ROGER MARHEINE
ENGLISH	MARJORIE SMITH
HEALTH SCIENCES	TOM NEIDERER
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
LANGUAGES	ANDRZEJ BORJARCZAK
LANGUAGES	LOKNATH PERSAUD
LIBRARY	DOROTHY POTTER
MATHEMATICS	PAT PEACH
MATHEMATIS	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
SOCIAL SCIENCES	DEREK MILNE (Alt)
SOCIAL SCIENCES	LAUREN ARENSEN
SOCIAL SCIENCES	LYNORA ROGACS (Alt)
SPECIAL SERVICES	JO BUCZKO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

OFFICERS AND MEMBERS ABSENT

HEALTH SCIENCES	BLANCA RODRIGUEZ
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GUESTS

VP: EDUCATIONAL SERVICES	ROBERT MILER
VP: INFORMATION TECHNOLOGY	DWAYNE CABLE
ASSOCIATED STUDENTS PRESIDENT	SIMON FRASER
CLASSIFIED SENATE	DEBRA CANTARERO
COURIER	CHRISTINE MICHAELS
PCCFA	KRISTA WALTER
SOCIAL SCIENCES	PHILIP RICARDS
INTERIM DIRECTOR, INSTITUTIONAL PLANNING & RESEARCH	CRYSTAL KOLLROSS

I. CALL TO ORDER 3:14 PM

II. PLEDGE OF ALLEGIANCE: Tom Neiderer

INTRODUCTIONS: Senior VP & Assistant Superintendent, Bob Miller, Courier Representative: Christine Michaels; Interim Director, IPRO: Crystal Kollross; Dean Amy Ulmer, Classified Senate President: Debra Cantarero.

III. APPROVAL OF SEPTEMBER 24, 2012 MINUTES:

MOTION to approve the minutes made by A. Dodge and seconded by T. Neiderer.

VOTE: Motion passed by a majority vote: Abstention(s): 1

IV. PUBLIC COMMENT:

Associated Students President for 2012-13, Simon Fraser, announced:

- Looking forward to work between the Associated Students and the Senate regarding accreditation and other campus matters.
- This week is “coming out” week. It is important for faculty and staff to ensure a safe and tolerate environment on campus.
- Wished all a good academic year.

Three-Term Calendar

Agenda Item Concern: Senate Treasurer, Dan Haley, asked for an explanation why his proposed “statement” and request for Senate discussion of the three-term calendar was absent from today’s agenda. President Hanvey said the statement did not match with the majority opinion of the Executive Committee to proceed on this matter by pursuing a joint statement of all four major shared governance groups to discuss the “breakdown in shared governance.” This matter will be taken under consideration at the next Executive Committee meeting. The agenda is formed under consultation with the Executive Committee.

Calendar Committee member, Matthew Henes: The Committee finalized dates on the calendar structure and cannot reject a calendar. A Committee motion is on record to indicate this body did not approve the tentative student calendar without a winter session.

ROLL CALL taken for the Senate to agendize calendar discussion at the next Senate meeting.

Yes: 16 No: 0 Abstain: 7

Statistical Data and Calendar Survey

L. Arenson thanked the Faculty Association for providing statistical data on its positions on the calendar.

President Hanvey agreed for the Executive Committee to discuss the survey of faculty regarding both the concern and process of the tentative student calendar.

2012-2013 Sabbatical Workshops: Pat Peach

- Workshop 1: Thursday, October 11, 12PM, C. 233
- Workshop 2: Tuesday, Oct. 16, 12:00 PM, C227

Special Services Announcement: Jo Buczko

Free flu vaccinations are being offered to everyone (staff, students and public)

Health Center Link: <http://www.pasadena.edu/studentServices/healthServices/newsEvents.cfm>

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

1. Second Read: Equivalency Committee Bylaw:

This Bylaw is not in conflict with the hiring policy passed by the Board of Trustees last week.

MOTION to approve the Equivalency Committee By-Law was made by T. Neiderer and seconded by K. Rodriguez. If the Equivalency Committee is not in session Human Resources recommends the Senate Executive Committee and 2-3 other Senate representatives to be on call and available to come on to campus for review and sign-off on equivalency paperwork. Interested volunteers may forward their information to President Hanvey to forward on to Lori Cortez in Human Resources and Susie Ling.

VOTE: Motion passed unanimously.

First Read Information Item: Policy 2000 Revise: Crystal Kollross

Summary: This Information Item has been presented to the College Council and the Planning and Priorities Committee.

Development of this policy was requested by the Senate Executive Committee to strengthen BRAC and to provide a conceptual overview of shared governance on campus. BRAC would become PaRC, becoming a shared governance committee on equal standing with the Institutional Effectiveness Committee.

The three central committees, IEC, College Council and PaRC would work as Brown Act committees.

There would be nine standing committees/working groups would not be under Brown Act description
Proposed Name Change: Planning and Priorities renamed to Accreditation and Strategic Planning

Proposed: College Council would be removed from being under shared governance policy and would have its own policies and procedures. It would be comprised of two working groups (Accreditation and Strategic Planning and a Calendar group). The Co-Chairs would be the Senior VP of Academic Student Affairs and the Senate President.
CAPM is not a shared governance committee and therefore should be removed from policy 2000 and into Academic Senate bylaws.

The framework of the proposed policy has not been written.

Proposed:

- Policy: 2020-Planning & Resources Committee – PaRC: would be revised and co-chaired by the Senate's Vice President.
- Policy 2560- Institutional Effectiveness Committee – IEC: would be revised and co-chaired by a newly created and elected Senate Vice President.
- Working groups would not vote as decision making bodies. They would provide suggestions and formal recommendations to the other committees (PaRC, IEC or College Council).

Concerns/Comments

- Having a Senate Vice President or Vice Presidents as Committee chairs or co-chairs.
- Diverse faculty representation is needed to prevent conflicts of interest.
- The Bylaws Committee will need to review restructuring of the Executive Committee.
- Comparison Data requested. Answer: Review current Policy 2000.
- Sub-committees can follow Brown Act Rules.
- The Brown Act structure and rules should be adhered to and all nine committees should report to the College Council.
- Committee recommendations should be made to the entire college community.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint Derek Milne to the Dean of Faculty Hiring Committee

- President Hanvey said committee appointments are made from a list of committee appointment names/volunteers. Not all volunteers can be recommended for a requested position but will remain on the list for future consideration. Numerous concerns were received in support of a change in the appointment/selection process by having the Senate Board decide who they want to represent them. For transparency, this procedure should be reviewed by the Bylaws Committee. President Hanvey said the volunteer selection process could be reviewed and suggestions are welcome. MOTION to approve Item 1 made by P. Peach and seconded by D. Bird.

VOTE: Motion Passed: Ayes: Majority No. 1 Abstentions: 2

2. Appoint Susie Ling as Co-Chair of Ad Hoc Plus-Minus Grading Study Committee

- MOTION made by T. Neiderer and seconded by M. Bonilla to approve Item 2.
Discussion: The Senate Board will decide on Committee appointments. D. Bronstein from English has volunteered.

VOTE: Motion passed with unanimously.

3. Appoint Lori Gagliardi to the Academic Rank Committee

4. Appoint Lynora Rogacs to the Sustainability Committee

- MOTION approving items 3 and 4 made by T. Neiderer and seconded by P. Peach.

VOTE: Motion passed unanimously.

5. Appoint AC Panella, Jessica Igoe, Dan Haley, Carrie Starbird and Shelagh Rose to the Senate Bylaws Committee.

- Discussion: President Hanvey said the Bylaws Committee has not met in eight years and needs to be rebuilt. It is recommended that the Committee membership include the Executive Committee (not including President Hanvey); Carrie Starbird and Shelagh Rose because their current positions may be involved in a restructure of the Senate, and four more Senators (recommended in Item 6). Other possibilities can be considered. The proposed bylaws may be changing the IEC chair (currently S. Rose) into an elected position and the C&I chair's position (currently C. Starbird) may become an "advisory vote".
- C. Starbird and S. Rose's positions should be advisory only.
MOTION made by T. Neiderer and seconded by P. Peach approving Item 5.
AMENDMENT to MOTION made by D. Haley and seconded by E. Cairo for members of the Executive Committee and the C&I and IEC position be advisory only.

Argument in Favor: Impetus in having the Senate Executive Committee members and IEC and C & I Chairs would allow the development of a more formal Bylaws process.

VOTE on AMENDED MOTION: Motion passes by majority vote: No. 2 Abstain: 1

6. Request for four more Senators to serve on Bylaws Committee, to be appointed on October 22.

- Discussion: This requested number above may be amended.
- Current Bylaws Committee members should be contacted and asked to continue on the Committee.
- Suggestion received to increase the number of Senators to serve on this Committee. The Committee Volunteer Deadline for Senate representatives or designees sponsored by Senate representatives needs to be extended.

MOTION to approve Item 6 made by M. Dodge and seconded by T. Neiderer.

AMENDMENT to MOTION made by P. Peach and seconded by E. Cairo recommending the original motion include a recommendation/amendment to increase the number of senators from four to five.

VOTE: Motion passed unanimously.

MOTION made by T. Neiderer and seconded by M. Bonilla for November 5 to be the deadline date for submittal of names for appointments to the Bylaws Committee.

VOTE Motion passed unanimously.

7. "Test" Meeting in Circadian on October 22

The purpose of having a "test" meeting in the Circadian is for the Senate to decide if this area would better meet the needs of the Senate in regards to size, set-up and acoustic accommodations. The seating plan would be arranged to promote a better sense of equality within the meeting.

- **MOTION** made by T. Neiderer and seconded by Y. McKay approving Item No. 7.
Discussion: Having a seating configuration that is inclusive of all within the meeting area is necessary.
All senators would be seated at the table.

VOTE on MOTON: Vote: Unanimously approved.

BROWN ACT PRESENTATION: VP Panella

In depth information about the Brown Act will be added to the Senate Web site.

The 10+1 goals and charges of the California State Government describe the Academic Senate's "charge under the law."

Brown Act Rules apply to:

- Selection and Duties of a Senator
- Procedure for Recommendations
- Debating policy

Robert's Rules of Order Requirements Include:

- One item be discussed at a time
- One person can speak at a time
- A speaker must be called on
- Be courteous

History: The Brown Act was adopted in California in 1953.

The most condensed version of this Act is seven pages long.

The Brown Act governs larger structures versus working committees.

Provides for openness and transparency

Agendized process: agenda posting required 72 hours in advance.

Negotiation of Brown Act rules can allow for more robust discussion and creativity in committee work process versus the need for higher regulations needed with negotiations and recommendations.

S. Fraser requested the need and requirement for the Senate to consult collegially with Associated Students and other campus shared governance groups.

VP Panella said the Senate would discuss proposed recommendations before they are forwarded to those groups with a vested interest.

VP Panella may be contacted with additional questions/concerns.

Sent to Committee: None

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President's Report : President Hanvey

At its last meeting the Board of Trustees passed Policies: 4020/Enrollment Management; and Faculty Hiring Policies 6100 and 6150. Publically thanked all who worked on Professional Development Day. Very positive responses were received.

R-2 Vice President's Report: VP Panella Thanked faculty for a wonderful Professional Development Day. A faculty survey will be emailed asking what worked and didn't work. Feedback is encouraged.

R-3 Secretary's Report: J. Igoe's office hours are from 12pm-2pm on Wednesday in the Senate Office, C227.

R-4 Treasurer's Report: No Report.

VIII INFORMATION ITEMS

1. Brown Act/Roberts Rules/Senate Meeting Protocols: AC Panella

2. Ad Hoc Committee on Faculty Governance and Innovation ("Task Team 3"): Valerie Foster

PowerPoint Presentation: Task Team 3 Policy Draft presentation for recommendations. Presentation provides history of Task Team 3 and its objectives.

History: Task Team 3 was formed last spring after Task Teams 1 and 2 had met. Teams 1 and 2 were formed in response to accreditation. Their discussion included an interim plan and gathered research on faculty organizational models. Task Team 3 members [Dan Haley, Tito Altamirano, Roger Yang, Deborah Bird, Dave Douglass, AC Panella, Joy Brittain, Derek Milne, Nick Mata, Valerie Foster, Jessica Igoe, Eric Bustamante] met over the summer. Many faculty declined working on this committee because of the summer work involved.

Objectives: Define guidelines for a faculty process to create a permanent organizational structure below the dean level. Anything below administration would be under the Committee's purview. A proposal is to be drafted for review and discussion by faculty. Goals: For this process is to be completed before the next accreditation visit in 2015.

Accreditation History: Visited by accreditation team in April 2010. PCC was issued a campus warning for various reasons.

Link to accreditation process: <http://www.pasadena.edu/IPRO/Accreditation/accred2009.cmf>

Power Point Notes:

Faculty Organization Diagrams Recommendations/Models:

The models will be adaptable and flexible models that could include working groups of 8-12 faculty working collaboratively or a single person "Faculty Lead".

Task Team 3 was developed by recommendations from Task Teams 1 and 2 and through the planning and priorities process to better empower faculty at the program review level and improve our accreditation scores. The reorganization conversation was in response to accreditation and PCC's "dings" for assessment.

Concerns Expressed about:

- The need for transparency and clarity in regards to the data being presented, what the accreditation team is looking for and how the proposed policy would fit in with the reorganization process.
- How would faculty join a collective? [Answer: A progress report would name those faculty involved in a particular collective process. R. Marheine: Documentation would be "loosely" included under shared governance.]
- Updating the current process is complicated and is not necessarily better.
- Suggestion received to change the term "collective". Example: "hive"
- This process allows for accountability, interdisciplinary work and negotiation around a common interest.
- Collectives are to develop SLOs?
- Blocks will need to form SLOs? Answer: D. Milne: The proposed system would formalize the process.
- Who are collectives accountable to? Answer: IEC would be the organizing body in this process in a supportive role. Deans will not dictate to the collectives but would need to be aware of collective processes.
- The process between the collectives and the deans will need to be reviewed.

Valerie Foster

- Campus realignment was developed by the administrative structure.
- Task Team 3 is charged with organizing faculty below the dean level and to define their measure of student success. D. Haley encouraged all divisions to review this process. ~~The SLO process is tied to accreditation.~~ **The organization of the college was not an issue with our last accreditation and the college was commended for being a strong organization.**
- The process is developed to work with both traditional and non-traditional ideas.
- Concerns can be forwarded to Task Team 3 members.

- Collective start-ups are an “organic” function.
- Collective work is to be documented and it can be counted within the five hours of shared governance credit as defined in the faculty contract.
- Student Advisement Program Review: 20% release time will be requested because of work required.
- Details on disputes and complaints can be discussed.
- Most of the collectives will be formed around existing programs.
- Measures of student success could include: transfers, certificates, degrees or other measures.
- Collectives will define their own measures of success based on their goals.

STANDING INFORMATION ITEMS:

S1-1 **PCCFA REPORT:** R. Marheine

Wednesday, Oct. 10, 10am: PCCFA meeting with Dr. Rocha

Thursday, Oct. 11: PCCFA meeting to discuss their role in holding on to the position of maintaining a winter session.

A contract counter-proposal has been presented to address cuts in healthcare for new hires and retirees and overload pay.

Oct. 11-13: Number of PCCFA members will be attending California Community College Independents [CCCCI] group meeting. This group represents 13 independent community college districts.

R. Marheine is in “good contact” with Carl Freeland, a ranking person of statewide CFT who is very knowledgeable in accreditation issues. It was suggested perhaps the Senate and PCCFA could sponsor an invitation for Mr. Freeland to speak on campus about accreditation issues.

November 3: PCCFA is sponsoring a FACCC part-time symposium.

S1-2 **FACCC REPORT:**

S1-3 **ADJUNCT FACULTY REPORT:** None

IX. ANNOUNCEMENTS

1. ASCCC Fall Plenary Session: November 8-10, 2012, Irvine Marriott.
2. Volunteers interested in serving on the Senate Bylaws Committee may forward their requests to the Senate Executive Committee.

MOTION to Adjourn made by M. Dodge and seconded by T. Neiderer. Approved.

Next Senate Board Meeting October 22, 2012
Room: Circadian