

October 22, 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	ROGER MARHEINE
ENGLISH	MARJORIE SMITH
HEALTH SCIENCES	TOM NEIDERER
LANGUAGES	LOKNATH PERSAUD
LIBRARY	DOROTHY POTTER
MATHEMATICS	PAT PEACH
MATHEMATICS	KATHLEEN UYEKAWA
NATURAL SCIENCES:	KATIE RODRIGUEZ
NATURAL SCIENCES	VALERIE FOSTER
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
SOCIAL SCIENCES	EDUARDO A. CAIRO
SPECIAL SERVICES	JO BUCZKO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

OFFICERS AND MEMBERS ABSENT

COUNSELING	TOMAS RIOJAS
ENGLISH	MARTHA BONILLA
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
LANGUAGES	ANDRZEJ BORJARCZAK
PERFORMING AND COMMUNICATION ARTS	MARK WHITWORTH
SOCIAL SCIENCES	LAUREN ARENSON

GUESTS

SENIOR VP & ASSISTANT SUPERINTENDENT	BOB BELL
COURIER	NICK NEBROWSKI
PCCFA	KRISTA WALTER
AD HOC PLUS/MINUS COMMITTEE	SUSIE LING

I. CALL TO ORDER 3:14 PM

II. PLEDGE OF ALLEGIANCE: Tad Carpenter

INTRODUCTIONS: Assistant Vice President/Superintendent Dr. Bob Bell, Wellness Center Director, Theresa Reed, Courier Managing Editor, Nick Nebrowski.

### III. APPROVAL OF Oct. 8, 2012 MINUTES

MOTION made by T. Neiderer and seconded by K. Rodriguez to approve the October 8 Minutes.

D. Haley: request to revise second bullet point under V. Foster (p. 5) to read: 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.

VOTE on MOTION: Passed unanimously.

### IV. PUBLIC COMMENT:

E. Cairo	<u>Concerns expressed about:</u> Process of determining Senate committee size. Review and appointment of committee volunteers. Process needed to review and present "turned down" agenda requests. Universal collegiality is needed in the agenda process.
R. Marheine D. Hamman	<u>Suggestions:</u> Limit faculty appointments to no more than two committees. Establish a system where interested faculty can be "processed on a regular basis to serve on Academic Senate Committees." Maintain on the Senate's web site a faculty, volunteer list. Limit formation of new Senate committees between the end of spring and the first meeting of the fall semester (between May-August). Review/revise Senate Bylaws Agendize discussion on process of Senate committee appointments
Responses:  D. Hanvey A.C. Panella J. Igoe	The Senate by-laws state the President approves the final agenda following consultation with the senate Executive Committee. <u>Committee Processes:</u> Senate standing committees are addressed within the Senate Bylaws. The committees can be fairly large. Hiring Committees follow a separate HR process and have a specific amount of members. Senate Secretary J. Igoe may be contacted during her Senate office hours: Wednesday-12pm-2pm with concerns and suggestions.

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

Second Read: May include action at this meeting

1. Susie Ling: Equivalency Committee Bylaw:

First Read: Accreditation Policy 2120, Jessica Igoe

History: Policy 2120 has not been revised since 1999. The California Accreditation process has changed twice since this time. Ten standards was brought down to four standards in 2002 and adjusted in 2012.

Proposed Policy No. 2120: Process for Institutional Accreditation: Drafted to reflect new accreditation standards and to shift the process from the Academic Senate ad hoc committee to Planning and Priorities. The Self-Study Coordinator is undergoing training for work in this process and will be present for the second read. Policy 2120 will need a first read, go through revision process, go back for a second read before going on through shared governance procedures and finally to the Board of Trustees. A large number of people will be needed and recruited for the individual committees and writing group process. Division volunteers will be needed.

It was discovered the current and proposed draft policies were not e-mailed as meeting handouts.

#### VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint three among the four candidates (ballot): Amy Cheung, Harry Bloodgood, Carol Curtis and Steve Pell for the Dean of International Education Committee.

Several faculty expressed interest in committee participation. A. Cheung and H. Bloodgood both expressed an interest in being on this committee in August 2012. The Executive Committee is recommending four names they feel are a good fit for the committee. It was felt an ESL representative should be on the committee because of the effect of international education.

C. Curtis and S. Pell were chosen as candidates. The Senate will be given a ballot to vote for three candidates.

As a result of a changing campus climate, the current process should be addressed with bylaw revisions.

Suggestion received to have open committee volunteer lists to be posted on the Senate web site.

Senators must be provided significant information to make sound decisions.

A supportive process is needed versus a popularity process.

Individual representative recommendations were received for the four candidates.

**MOTION** to approve recommendation 1 made by D. Haley and seconded by R. Marheine.

VOTE on the MOTION: Approved by a majority. Oppose: 1

**BALLOT VOTE:** Not everyone voted for three candidates.

- Approved: A. Cheung (13 Votes); H. Bloodgood (13 Votes); C. Curtis (13 Votes);
- Not approved: Steve Pell (9 votes)

2. Appoint Yoshiko Yamato and David Uranga to the ATAC (Technology) Committee.

Both David Uranga and Yoshiko Yamato volunteered to be on this committee and have attended their first open meeting as "non-members." This is an ongoing committee and is not a hiring committee. No other volunteers have expressed an interest in appointment. **MOTION** made by R. Marheine/seconded by P. Peach approving Item No. 2.

**VOTE:** Unanimous approval.

3. Appoint Bianca Richards to the Financial Aid Interviewer Hiring Committee.

This is a classified position. A. Ogaz and B. Richard applied as volunteers. A. Ogaz "pulled out" following discussion between the two." **MOTION** made by D. Hamman and seconded by P. Peach to approve Recommendation No. 3.

**VOTE:** Unanimously approved.

4. Appoint Catrelia Magee to the Facilities Painter Committee (Classified position)

Recommendation of C. Magee made from a list of three volunteers. One volunteer was already on another committee. The second volunteer said he would serve only if needed. **MOTION** to approve made by A. Dodge and seconded by A.C. Panella.

**VOTE:** Motion passed by a majority. No. 1

5. Appoint Deb Folsom as co-chair of the Ad hoc Plus-Minus Committee

**MOTION** made by T. Neiderer and seconded by K. Rodriguez.

An e-mail was previously sent out to be on the committee but not for the co-chair position which went out for diverse group applicants from natural sciences or math, compared to current committee makeup. No e-mail was sent to general faculty. Dean sent one out to faculty.

**VOTE:** Motion passed unanimously.

6. Approve \$150 to pay for the three student musicians for Professional Development Day.

Payment for this amount was not listed in the original Board request.

**MOTION** to approve recommendation 6 made by R. Marheine and seconded by A.C. Panella.

VOTE: Unanimously approved.

#### 7. Circadian Relocation For Meetings: Comments:

Senate Office Secretary, J. Benson likes the meeting location and set-up of the room.

- Fees: Table Cloths (\$7/ea); Media Tech: (\$15/hr).

Microphones: There is a technician fee for setting-up microphones.

M. Dodge does not like the room lighting.

D. Potter likes having table space. Having a closer table set-up would be more inclusive.

D. Hanvey will ask at the next CAPM meeting about a possible waiver of Media Tech fees.

Create more of a "T" formation with the tables being set-up closer together.

**MOTION** made by D. Bird and seconded by P. Peach for future Senate Board meetings to be held in the Circadian.

**VOTE** on MOTION: Passed unanimously.

#### INDEPENDENT STUDENT GROUP PRESENTATION: Kelley Camacho

Subject: Trimester Calendar

Asked the Senate board to not accept the Trimester Calendar because it is a big issue which affects a lot of students and is a violation of shared governance.

Twenty-seven hundred signatures have been gathered in favor of having a winter intersession.

The calendar affects everyone across the board (i.e., international student travel plans and not having enough time to change educational and work plans). Sent to Committee: None

### **VIII INFORMATION ITEMS**

#### 1. Wellness Presentation: Theresa Reed, Director of PCC's Wellness & Foster Care Programs

PCC's wellness project is funded through a selection process of 22 schools by the state Chancellor's office to address mental and health wellness on the college campus. PCC's program is aimed at wellness of body, mind and spirit. Wellness groups will include veteran, LGBTQ youth, foster youth, staff and faculty. Set-up of the Wellness Center is ongoing in the Basement of the L Building.

- L Building Staff Open House: first week in December
- Campus Wide Open House: following winter break
- Interactive (on-line) Training takes about 45 minutes: 40 staff & faculty have completed training.
  - At – Risk training for Faculty and Staff. In Nov-Dec can enter drawing for \$25 gift cards.
  - Veterans on Campus training for Faculty and Staff
  - Subsequent/alternative training sessions will be offered.
  - November 27, 10am-2pm Wellness Fair at PCC (interactive vendors, exhibits, food demos, etc.)
  - Input is welcomed on the upcoming campus advisory for Oct. 30, 12pm-1:30, Lunch.

#### 2. Grade/Success Data Presentation: Susie Ling

Chancellor's office statistics on underrepresented students.

Professional Development Day Handout (prepared by C. Kollross): What can we do to better connect with underrepresented students? PCC needs to address what can be done by individual faculty and by departments/divisions to better connect with underrepresented students. The Senate representatives were asked to bring this matter to their divisions for review and discussions.

#### Handout: Discussion/Suggestions

There are few W's in comparisons to F's.

It is a challenge to teach students coming to PCC at a lower academic level.

Assessment will bring about awareness for review and change.

Increased campus communication is needed.

Would like to see comparison data between the pathway numbers versus general campus experience.

We need to "teach up"!

Instructors have a responsibility to prepare their students to move to the next level.

College wide numbers look more encouraging.

There are certain areas within the handout where African-American students are in or have been in particular sections but are not reflected on the report.

Upon registration if students put "decline to state" their numbers do not "show up" even if they later on identify.

The numbers may reflect a racial bias.

Increased class sizes can hurt the quality of instruction.

### 3. Music Ensemble Class Auditing: Tad Carpenter / Jim Arnwine

Reason for having Class Auditing

Music, students are limited in being able to take a "family of classes" only four times.

The music classes lean toward the transfer process.

Repeatability strengthens student skills and enables preparation for transfer to Cal States and the CSUs.

PCC's repeatability process is restrictive. We could and do lose potential students because auditing is not allowed.

PCC's policy can be changed under California Education Code 76370.

Lack of auditing denies basic skills in the arts.

Senate board was asked to review this request and to recommend auditing on campus.

Auditing would allow more flexibility and expanding more classes.

Having auditing versus the need to add more courses needs to be addressed.

The state decides on what classes cannot be funded in regards to repeatable numbers.

Future auditing process could have course restrictions.

The current financial climate would not support adding additional sections.

The State Education Code allows for class audit restriction.

The Senate Educational Policy Committee decided against auditing in the past for numerous reasons.

The next Senate agenda will recommend this matter be recommended to the Educational Policies Committee for a full discussion on this matter. Volunteer requests for this committee may be forwarded to the Senate Executive Committee.

### 4. Calendar & Shared Governance Survey

Senate Board will be asked to Discuss:

Filling out Senate Straw Poll

Discussion on the Language of Poll

Should this poll be sent to every faculty member.

### Executive Committee Comments

This is a compromise proposal from the Senate Executive Committee to ask faculty about the trimester calendar and its process. The Executive Committee seeks timely submitted faculty information enabling it to prepare a statement for revision by the next Senate meeting.

### Survey Questions:

#### 1. Three-Term Calendar Change:

a. ☐ I oppose the three-term calendar change.

b. ☐ I support the three-term calendar change.

c. ☐ I have no opinion on the calendar change.

#### 2. Process

a. ☐ I oppose the process by which this decision was made.

b. ☐ I support the process by which this decision was made.

c. ☐ I have no opinion on the process by which this decision was made.

#### 3. Response Question:

In the space below, please type any additional opinions about these matters that you'd like the Academic Senate Board to know.

### Comments:

R. Marheine: Supports Questions 2 and 3 of the survey but has concerns about Question 1.

FA Handouts:

FA Survey comments express dissatisfaction with shared governance and administration. FA Mediation scheduled on November 16 and the Academic Survey could impede FA negotiations.

- A reversal of the calendar previously passed through the shared governance process which included staff and students would undermine the shared governance process the Senate wants to defend.

- A faculty only vote would violate student/faculty/staff collegiality. A campus wide vote (including students) is proposed.

#### Additional Comments

T. Neiderer: Health Sciences does not support the new calendar. Based on the PCCFA survey, an additional survey is not necessary. A Senate Board statement needs to be made without delay.

V.P. Panella: The PACA division has long-advocated for a three term calendar. As a union member understanding the FA's focus on the pedagogical implications of the three term calendar change (student impact). There has been a move within the Senate now to increase the level of democracy to promote better understanding by faculty.

V. Foster: Having a three-term calendar would better assist students with their educational plans.

D. Bird: Student success data on students continuing from one semester directly to the next is needed. Would not support the senate to adopt the outcome of the FA survey as representative of the faculty. Specific data obtained by the Senate is needed. The FA poll is flawed.

K. Uyekawa: Many faculty, including many in Math, like the three term calendar. Question 1 downplays how serious Question 2 is.

A separate Senate poll is needed.

The Senate President would keep poll results confidential.

D. Haley: The Senate needs to concentrate on the shared governance process. Senate polling of the entire faculty could also produce flaws. A statement from the Senate Board would produce a stronger voice and statement.

M. Smith: Consistency should be demanded across the board with due process. Change should be based on real data and discussion.

The proposed survey would be sent through department mail and returned in a sealed/signed envelope.

V. Foster: Suggestion received for a fourth option: would faculty support the trimester calendar with data on pedagogical impacts.

**STRAW POLL #1:** To send out the proposed Faculty Survey as is.

VOTE: **NO** by majority.

#### Discussion:

Survey Question 1 could affect negotiations.

Students and staff should be included in this process.

The proposed statement would not be taken for making policy change but to make the most representative statement possible to the Board of Trustees.

**STRAW POLL #2:** Send out the Faculty Survey without Question #1.

VOTE: **YES** by majority.

### **VII. REPORTS FROM EXECUTIVE COMMITTEE**

#### **R-1: President's Report: Dustin Hanvey**

President Hanvey personally feels discussion how to best select bylaws committee representatives should be agendaized on the next Senate Board meeting.

Attended an Area C meeting. State law requires 80% of all possible transfer degrees be on the books by fall 2013 and 100% by fall 2014. PCC is second in state on this particular issue which will assist guaranteed Cal State transfer. Division discussions are needed reach 100% compliance in this area by 2014.

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

A Safe Zones flier/advertisement for Safe Zones was provided encouraging faculty to participate in Safe Zone Training. National Coming Out week was being held during the convening of the last Senate Board meeting.

A.C. Panella announced his coming out as LGBTI&Q. There has been a series and issues of bullying and hate crimes within faculty, staff and student groups on campus. The Safe Zones project includes both document and LGBT students. Faculty staff and students are trained to be more supportive of LGBT and undocumented or AB540 students. Training: Part 1, Day1: learning about issues affecting undocumented students.

Training: Part 2/Day2: Learn about issues affecting LGBT students. Training will be held this semester, spring 2013 (hopefully on Saturdays in the spring). Underrepresented students need more validation both inside and outside the classroom. Both LGBT and Undocumented populations require “coming out”. “How we talk to and about each other, about each other and behind our backs matters.”

**R-3: Secretary’s Report: Jessica Igoe**

Has office hours in the Academic Senate Office from 12pm-2pm. Available to talk to any faculty member about concerns. Senate Executive Committee office hours are listed on the Senate’s web site.

**R-4: Treasurer’s Report: Dan Haley**

Attended Area C meeting in Santa Monica. Will send out budget issue information to faculty via e-mail. A future Carnegie Hour Forum will be scheduled on campus. Volunteers for a panel discussion may contact D. Haley.

**S1-1 PCCFA REPORT: Krista Walter**

Handouts provided. The PCCFA website ([www.pccfacultyassociation.org](http://www.pccfacultyassociation.org)) has been updated. Comments can be added.

**S1-2 FACCC REPORT: Roger Marheine**

Nov. 3, 9am-4pm: Location: Creveling: PCCFA is sponsoring a FACCCs state-wide, part-timer meeting. There have been devastating cuts to part-time faculty statewide -- approximately 325 cuts at PCC since 2009.

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

**IX. ANNOUNCEMENTS**

1. ASCCC Fall Plenary Session: November 8-10, 2012, Irvine Marriott. Attendees: Senate Executive Committee. D. Hanvey will be a voting member. Voting suggestions may be forwarded to him before November 8<sup>th</sup>.
2. Senate Town Hall Meeting: THE HOUR ~~Carnegie~~ Carnegie Hour:  
Tentative date is: Thursday, November 15, 2012 12-2PM. Location TBA  
The Executive Committee will try to accommodate the submission of papers or requests to be on the panel.

**MOTION** to Adjourn made by K. Rodriguez and seconded by M. Dodge.

Next Senate Board Meeting November 5, 2012  
Room: Circadian