

November 5, 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
COUNSELING	TOMAS RIOJAS
ENGINEERING	DEBORAH BIRD
ENGLISH	MARJORIE SMITH
HEALTH SCIENCES	TOM NEIDERER
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD
LANGUAGES	ANDRZEJ BORJARCZAK
LANGUAGES	LOKNATH PERSAUD
LIBRARY	DOROTHY POTTER
MATHEMATICS	PAT PEACH
MATHEMATICS	KATHLEEN UYEKAWA
NATURAL SCIENCES:	KATIE RODRIGUEZ
NATURAL SCIENCES	VALERIE FOSTER
PERFORMING AND COMMUNICATION ARTS	MARK WHITWORTH
SOCIAL SCIENCES	EDUARDO A. CAIRO
SPECIAL SERVICES	JO BUCZKO

OFFICERS AND MEMBERS ABSENT

COMMUNITY EDUCATION CENTER	DANNY HAMMAN
ENGLISH	ROGER MARHEINE
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
SOCIAL SCIENCES	LAUREN ARENSON
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

GUESTS

SENIOR VP & ASSISTANT SUPERINTENDENT BUSINESS AND COLLEGE SERVICES	BOB MILLER
CLASSIFIED SENATE	DEBRA CANTARERO
PCCFA	KRISTA WALTER
COURIER	NICHOLAS ZEBROWSKI

I. CALL TO ORDER 3:14 PM

II. PLEDGE OF ALLEGIANCE: Tom Neiderer

INTRODUCTIONS: Denise Albright, Classified Senate President; Nicholas Zebrowski, Managing Editor/Courier; Stephanie Fleming, Diane Ashkenasy, Bob Miller, Senior VP & Assistant Superintendent Business and College Services.

III. APPROVAL OF Oct. 22, 2012 MINUTES

MOTION to approve the October 22, 2012 Minutes made by T. Neiderer and seconded by V. Foster.

Correction: Remove P. Peach's name from discussion on vote (see p. 4).

VOTE on MOTION: Passed unanimously.

IV. PUBLIC COMMENT:

<p>Faculty Survey Three-Term Calendar</p>	<p>E-mail notification and additional turnaround time would allow for a better response to the Faculty Survey sent out by the Senate office last week.</p> <p>Survey responses are anonymous and <u>do not</u> have to be signed.</p> <p>The Academic Senate Elections Committee will open the locked ballot box to count the number of surveys returned.</p> <p>The Senate President will review and present (anonymously) written comments. Objections may be forwarded to the Senate President.</p> <p>Senate President to confirm when the survey's were delivered. <u>Confirmation:</u> Surveys were "hand delivered" by J. Benson to all division areas between 9am-11:30am , Wednesday, Oct. 31. Faculty names/addresses were obtained through Human Resources.</p> <p><u>Approved: Survey Deadline, Ballot Count/Review; Statement</u></p> <ul style="list-style-type: none"> • November 14: <u>Noon:</u> Senate Election Committee to collect surveys • November 19: Review of Survey count at Senate Board Meeting • December 5: Presentation of Senate Statement to Board of Trustees
<p>Request to have names of proposed Senate committee appointees made public.</p>	<p>To be addressed in Information Item #2 below.</p>
<p>Meeting Room Arrangement</p>	<p>Need more space between the tables.</p>

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

First ~~Second~~ Read: Accreditation Policy 2120 : Presenter: Stephanie Fleming --Accreditation Self-Study Coordinator

- Correction note: Reviewing Policy 2120 and not 2020 as shown on the Agenda.
- E-mailed to Senate Board after the October 22nd Senate Board Meeting
- Re-sent with today's agenda handouts
- Revision Note: Pg. 2 of 4 to read: Procedure No. 2120.10 and not Procedure 2012.10

Former Policy is outdated and was last revised in 1999

The proposed policy is being developed to be more proactive, transparent and positive faculty driven process which will look at the collaboration of various campus entities, enabling PCC to maintain our accreditation in a positive way. An accreditation Report would be submitted following by a collaborative process between the ALO, SSC and the ASC. Writing Groups/ leaders are anticipated to be identified and trained by spring 2013, with writing to begin in fall 2013.

MOTION made by D. Haley that today's policy review be a "first read" with a vote to be taken at the next Senate meeting. Seconded By: M. Smith.

Discussion: Stephanie Fleming (x3214 / slhood@pasadena.edu) may be contacted to answer specific questions before the next Senate meeting.

VOTE: Motion passed by a majority. Nos: Two

Sent to Committee:

Auditing of classes has been officially referred to the Educational Policies Committee for discussion.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint Lori Gagliardi, Manny Perea, Eloy Zarate, Carol Kellogg, Paul Wilkinson, Barbara Kissel, Teri Trindler, Hillina Jarson, Terry Stoddard, Michelle Ingram, Debra Folsom, Claudia van Corva, Julie Kiotas, Arineh Arzoumanian, Cheryl Beard, and Robert Randall to the Student Due Process Panel.

Comment: D. Hanvey sent out a request from S. Thayer to appoint 5-10 members to the Student Due Process Panel. The most recent respondents to be on this panel are present at this meeting. When a Student Due Process Claim is presented S. Thayer will contact these individuals to see who is available to form a panel from amongst these individuals.

2. Appoint Jared Burton for Librarian Tech III Hiring Committee.

MOTION made by T. Neiderer and seconded by M. Whitworth to approve Items 1. & 2.

VOTE: Motion passed unanimously.

VIII INFORMATION ITEMS

1. Senate Bylaws Committee Formation

D. Hanvey	<p><u>Numerous</u> requests (except Math and the Library) have been received to serve on the Committee.</p> <p>The Senate Executive Committee recommends using the smaller U.S. Senate model to form this working committee. Each division would elect (by a closed ballot) one member to the Committee and this body of 12 would elect a chair from amongst themselves. Only Committee members could make decisions. Committee recommendations would be forwarded for division and Senate review before approval.</p> <p>The advisory members: Senate Executive Committee, Carrie Starbird and Shelagh Rose) would provide advice to the Committee.</p>
Against	<p>The proposed method does not reflect equal representation.</p> <p>Having a larger committee would make it easier to schedule meetings.</p>
In Favor	<p>Proposed plan has merit. When a group is too large it's not productive and is harder to work together. Smaller committees tend to be more efficient.</p> <p>12 is the maximum to have a good working committee. There could be alternates.</p>
Compromise	<p>Each of the four larger divisions should have two representatives.</p> <p>Having more members would keep the process going.</p>
STRAW POLL (not a vote)	<p>Motion made by T. Stoddard and seconded by T. Neiderer.</p> <p>To have one representative from each division and this group would choose a chair.</p> <p>MOTION to withdraw the motion made by T. Stoddard and seconded by D. Haley.</p>
	<p>Discussion: A member of the Senate can be a member of this Committee.</p>

2. Committee Selection

D. Hanvey	<p>Will talk to other Senate presidents at the Fall Plenary about this process</p> <p>Many Area C Senate Presidents receive a request and fill them individually.</p> <p>Committee selection has involved bringing appointee names before the Senate for approval.</p> <p>Does not support publicly advertising confidential appointee/volunteer information in the selection process.</p> <p>Non confidential requests are sent out to everyone.</p> <p>Committee appointments are reviewed by the Executive Committee before presentation to the Senate Board.</p> <p>Committee recommendations can be voted down by the Board.</p> <p>The Executive Committee is open to receiving comments about concerns they are not aware of.</p>
Discussion	<p>The current section process works.</p> <p>A transparent and open process should replace replacing the current process that no longer works.</p> <p>Confidential guidelines should not be permitted within the appointment process.</p> <p>Committee volunteers must be contacted whether or not they are selected.</p> <p>There should be a follow-up process with all volunteers.</p> <p>First Read proposal made by D. Haley made to review selection process for the Senate hiring and other committees.</p> <p>Response: D. Hanvey: This item is a Bylaws Committee item and not a "First Read" item.</p> <p>Use a random selection process to create an "equal chance" for all volunteers.</p> <p>Over the years, the Senate Executive reviews committee position to be filled, volunteer applicants and who would be most closely affected. There has not been a written set of criteria/rules.</p> <p>Recommendations to faculty hiring committees are handled at the division level.</p> <p>Revising a portion of the Bylaws would circumvent the entire Committee selection process that is being discussed. The entire process needs to be reviewed/discussed. All faculty should be approached about serving on committees.</p> <p>Current and applicable bylaw processes need to be identified.</p>

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1: President's Report: Dustin Hanvey

Faculty Calendar Survey Deadline has been extended to send to Rm. C129, by Noon, Wednesday, November 14.

A survey "comments list" will be created on the Senate web site.

The Senate Elections Committee will be in charge of collecting and counting the number of surveys.

The Senate Executive Committee will present an update to their attendance at the November 8-10 ASCCC Fall Plenary in Irvine at the next meeting. The ASCCC web site and proposed resolutions may be accessed through the Senate's web site.

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

Since the last meeting, there have been two more successful rounds of Safe Zone trainings.

Specific Safe Zone training for divisions/departments/ areas can be arranged.

BRAC update: BRAC is looking at revising its guiding principles.

R-3: Secretary's Report: Jessica Igoe

Academic Senate Office Hours: Wednesdays 12pm-2PM

R-4: Treasurer's Report: Dan Haley

In addition to BRAC, the Planning & Priorities Committee is discussing reconsidering its mission to concentrate mostly on accreditation.

S1-1 **PCCFA REPORT**: No Report

S1-2 **FACCC REPORT**: No Report

S1-3 **ADJUNCT FACULTY REPORT**: Mark Dodge:
FACCC did not send a representative to this weekend's adjunct faculty meeting.

IX. ANNOUNCEMENTS

1. Fall Plenary: November 8-10, Irvine Marriot.
2. ~~Town Hall~~ Carnegie Hour Information Meeting: November 15, 2012 12PM-1PM : Creveling
J. Igoe: At the last CAPM meeting, the Executive Committee realized a short, one-hour – 40 minute introduction meeting is needed to address the definition of the Carnegie Hour. This discussion will be taped and put on the Senate Web Site.
Following this meeting a call for opinions/questions at a Forum will be scheduled.
V.P. Miller: the number of weeks faculty will be teaching will likely be within 17-17 1/2 weeks. There is discussion on how the classes will be scheduled in a manner to coordinate classes not starting/stopping on top of each other.
3. Next week is Transgender Awareness Week on campus, and is sponsored by PCC's Queer Alliance.
Thursday, Nov. 15, 12PM-1PM: Trans-allied training. Thursday evening Lucas Solvera will perform with a band called the Clicks and will perform for free.
4. Marching band will perform in the Quad at Noon, Tuesday, November 6th.

X. ADJOURNMENT

MOTION to adjourn made by M. Dodge and seconded by T. Neiderer.

Next Senate Board Meeting November 19, 2012
Room: Circadian