

November 19, 2012

Revised Dec. 3, 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
COUNSELING	TOMÁS RIOJAS
ENGINEERING	DEBORAH BIRD
ENGLISH	ROGER MARHEINE
ENGLISH	MARJORIE SMITH
HEALTH SCIENCES	TOM NEIDERER
LANGUAGES	LOKNATH PERSAUD
LANGUAGES	ANDRZEJ BORJARCZAK
LIBRARY	DOROTHY POTTER
MATHEMATICS	PAT PEACH
MATHEMATICS	KATHLEEN UYEKAWA
NATURAL SCIENCES:	KATIE RODRIGUEZ
NATURAL SCIENCES	VALERIE FOSTER
PERFORMING AND COMMUNICATION ARTS	MARK WHITWORTH
PERFORMING AND COMMUNICATION ARTS	TAD CARPENTER
SOCIAL SCIENCES	EDUARDO A. CAIRO
SOCIAL SCIENCES	BUCKY BHADHA
SPECIAL SERVICES	JO BUCZKO
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY

OFFICERS AND MEMBERS ABSENT

SOCIAL SCIENCES	LAUREN ARENSON
KINESIOLOGY, HEALTH & ATHLETICS	TERRY STODDARD

GUESTS

SENIOR VP & ASSISTANT SUPERINTENDENT BUSINESS AND COLLEGE SERVICES	BOB MILLER
INTERIM DEAN VISUAL ARTS & MEDIA STUDIES	JOE FUTTNER
ACADEMI SENATE ELECTION COMMITTEE MEMBERS	PATRICIA LYNN (Chair) NANCY RUTZEN GLORIA HORTON
ACCREDITATION – SELF-STUDY COORDINATOR	STEPHANIE FLEMING
CLASSIFIED SENATE	JEFFFREY WOJCIK
PCCFA	KRISTA WALTER
COURIER	NICHOLAS ZEBROWSKI

I. CALL TO ORDER 3:14 PM

II. PLEDGE OF ALLEGIANCE: Tom Neiderer

INTRODUCTIONS:

Guests: Joe Futtner (Interim Dean, Visual Arts & Media Studies); Simon Fraser (Associated Students). Nicholas Zebrowski (Courier); Jeff Wojcik (Classified Senate);

Senate Elections Committee Members: Patricia Lynn, Nancy Rutzen & Gloria Horton

III. APPROVAL OF Nov. 5, 2012 MINUTES

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

Corrections: Present -- Bucky Bhadha and Tad Carpenter

Comment: President Hanvey: A By Laws Committee election recommendation to be discussed on this agenda.

VOTE to approve motion with additions: Motion passed unanimously.

IV. PUBLIC COMMENT:

Associated Students Simon Fraser, AS President	<p>The AS is encouraging the sharing of shared governance reports. Associated Student Meetings: Wednesdays, 12pm-2pm in CC 212</p> <p>Any student, as well as one of the 12 AS representatives may be appointed to participate on various shared governance committees. Committee requests may be submitted to S. Fraser by e-mail [swfraser@pasadena.edu]</p>
Carnegie Information Hour	<p>The Associated Students will be actively engaged in dialogue to fix the issues of passing time, 8-12 hour days, scheduling concerns and class overlap</p> <p>Issues of concern: Financial loss to campus; scheduling and parking problems</p> <p>Faculty are encouraged to watch the November 15 Carnegie Information Hour Video and attend the November 29th Carnegie Town Hall meeting in Creveling, 12pm-2pm</p> <p>Concern was expressed on accessing data/history which led to the calendar change.</p> <p>Suggestion received for faculty to prepare research/position papers in preparation for submitting panel questions at the November 29 Carnegie Town Hall</p>
Senate Hot Topics	<p>Discussion of "hot topics" is a good opportunity to hear discussion on both sides of areas of interest.</p>
Board Of Trustees Adoption of Annual Goals for PCC	<p>E. Cairo proposed that the Senate (agendize) take a stand on the Board's recommendations for statewide standard class size of 35 and increasing online class sections by 5%.</p> <p>Response: The Senate Executive Committee was approached on this topic by administration in the Summer. They said "NO" both individually and collectively. After negotiations began, the administration ended contact with the Senate. The Executive Committee's stand is to support the process undergone by C&I last year and their approval of class size reductions in some areas.</p> <p>R. Marheine: Extension of class size and semesters are negotiable items. After the passage of Proposition 30 negotiations ceased. Suggested for the FA and Senate could work together on this matter.</p>
Faculty Survey: Calendar Public Comment:	<p>Nancy Rutzen: Member, Senate Nominations and Elections Committee</p> <p>The survey was recommended "post decision" and information needs to be read by</p>

	<p>many on campus.</p> <p>There is a consensus / concern that there has been a manipulation of truth.</p> <p>The Committee does not want Dr. Rocha, or anyone from IPRO, IEC or C&I Committees to have access to the surveys. The surveys are to be delivered directly to the Board of Trustees.</p> <p>Continuation: See Information Item VIII. 1</p>
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V. STANDING/AD HOC/CAMPUS-WIDE COMMITTEE REPORTS:

Third Read:

1. Accreditation Policy 2120

Page 2	Correct Policy No. at top of page from 2012.10 to 2120.10
2a	There are four Accreditation standards
b. (1), line 3:	The Self-Study Coordinator will appoint a chair or co-chairs by application.
Page 3	
d.	<p>MOTION made by E. Cairo and seconded by R. Marheine for Item d. (p. 3) to read : The Board of Trustees may appoint a Board Member to a Standards Committee or Writing Group before the Writing Group begins</p> <p>Discussion tabled, pending arrival of Self-Study Coordinator Stephanie Fleming.</p>
Continuation: Discussion	<p>S. Fleming: The chair of the sub-committees would be created first. This person would solicit applications for the writing groups. Board of Trustee appointments would be made during this process.</p> <p>E. Cairo's stated his MOTION would read: The Board of Trustees may appoint a board member to the Standards Committee during the formation . . . (ended here)</p> <p>S. Fleming said this reading could make the process more rigid because current policy wording recommends Board appointment at any point during the process once the writing groups are formed. The policy's wording is flexible and in line with a published guide describing a proactive role for the Board in the accreditation process. The Board of Trustees could appoint a Board Member to the Standards Committee after the Writing Group is formed. The policy would ensure an ongoing communication with our Trustees. There is no timeline. 71% of accreditation warnings/sanctions are associated with the role of the Board. Local Boards have been instructed to have clear communication with and to be involved in the accreditation process. Modified policy could be an alternative.</p> <p>G. Horton: Clarity is needed regarding items (3) c(1) and (3) d.</p> <p>D. Hamman: Board Members could provide comments on areas of expertise without having to be appointed to a Writing Group.</p> <p>A. Bojarczak: expressed concern with different descriptions for the appointment process in wording (will be, shall be...).</p> <p>S. Fleming: Asked if striking sub-point d. on page 2 would solve the issues of concern.</p>
	<p>AMENDMENT TO MOTION made by M. Dodge and seconded by T. Neiderer to strike Policy item 1.d.</p> <p>VOTE on Amendment: Unanimously approved.</p>
	S. Fraser expressed concerns with: 1) the change in the Planning & Priorities Committee membership: chaired by the ALO and the Faculty Self-Study Coordinator, and 2) students being appointed to committees based on nebulous qualifications for the benefit of various committee members.

	S. Fleming: students application /appointments by the Accreditation Steering Committee would be made based on areas of expertise. The Committee is increasing transparency in the process and participation.
	MOTION to extend discussion for 5 minutes made by E. Cairo and seconded by D. Hamman. VOTE: Unanimously approved.
5.a.	There is a specific published list of duties the committee will follow for this position process.
	D. Hamman expressed concern with Steering Committee appointments being made over Associated Student committee recommendations.
	Committee applications will go through a shared governance group (Planning & Priorities) rather than an ad hoc committee allowing for more group participation in the selection of the writing groups. Participation and transparency is being increased.
	Stephanie Fleming is available to answer questions and concerns.
	MOTION made by A.C. Panella and seconded by M. Whitworth to Adopt Policy 2120 and remove 1.d. VOTE: Approved by a majority. No: 2

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS:

1. Appoint Gloria Horton to the Senate Elections Committee

2. Appoint Pattie Lynn as chair of Senate Elections Committee

MOTION approving items 1. and 2. made by R. Marheine and seconded by A. Dodge.

VOTE: Unanimously approved.

3. Appoint Julie Kiotas to the Educational Advisor, Upward Bound Classified Hiring Committee

MOTION to approve item 3 made by T. Neiderer and seconded by A.C. Panella.

VOTE: Unanimously approved.

4. Appoint Mark Whitworth as Senate Parliamentarian

President Hanvey acknowledged M. Dodge's service as Senate Parliamentarian. Mr. Dodge will not be able to serve as Parliamentarian during the spring semester because of his class schedule. M. Whitworth has been nominated by the Senate Executive Committee for both his Senate experience and parliamentary background.

MOTION to approve item 1 made by T. Neiderer and seconded by M. Dodge.

VOTE: Approved unanimously.

5. Appoint Terry Stoddard to the Painter Hiring Committee.

Discussion: Catrelia Magee had to resign from this committee.

MOTION to approve item 5 made by P. Peach and seconded by M. Dodge.

VOTE: Approved unanimously.

6. Appoint thirteen members to the By Laws Committee by elections in each of the thirteen Divisions.

This item will be pulled and discussed at the next Senate Meeting.

President Hanvey added there are 14 (not 13) instructional areas – including Counseling.

J. Buczko inquired where Special Services is listed. This question will be addressed at the next meeting.

Sent to Committee:

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President's Report: Dustin Hanvey:

ASCCC Fall Plenary: The Senate Executive Committee attended this Plenary. The mood was more upbeat following passage of Proposition 30. A presentation was given by Scott Lay.

Accreditation Breakout: Two key reasons for accreditation warnings -- both in the 75% range.

1. Planning time and budgeting
2. Board Actions

No campuses have been put on "show cause" for SLOs

The paper on program discontinuance has been updated. President Harvey has a copy.

Resolutions

In support of San Francisco Community College to show cause

Resolution presented on the future of the Master Plan. The room was divided on this debate.

Three resolutions presented relating to Math and Pathways were referred to the Executive Committee with plans to develop one resolution. Copies can be made available. President Harvey encouraged PCC's Math faculty to be a part of this discussion as it goes forth.

PCC Campus

The Faculty Hiring Priorities Committee will soon reconvene for 2013-14 year.

The Senate Executive Committee will discuss how this committee will go forward. President Harvey will send out a request e-mail in regards to expanding this committee. Dean input/requests are being solicited.

Board of Trustees Meeting

Position	Appointments
Interim Director of Fiscal Services	Maria Descalzo (internal candidate)
Business Services	Joseph Simoneschi
CT Dean	Salomon Davila
Director of TLC	Brock Klein
Interim Director of Curriculum and Program Review	Matt Jordan

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

First Year Pathways has received a Chancellor's state award

The Senate has lobbied for new hires.

For Clarity: Robert Miller stated PCC's FT Faculty Obligation Number is currently 372. A current report indicated we have 377 FT faculty on the books. Theoretically we are where we need to be as far as fall 2013 is concerned. The Board of Governors has waived the requirements for fall 2013 going forward. PCC is considering the hiring of additional faculty based upon the recommendations of the Academic Senate. Hiring new faculty has not been definitely stated. This possibility of adding new hires would be addressed in accordance with the budget and hiring needs. The school must meet the State's minimum **FON** numbers or face financial penalties. **FON** numbers are benchmarked every year in November. Retirements do affect these numbers.

Appreciation was expressed to the Senate Board for its meaningful/good work in serving our students.

R-3 Secretary's Report: Jessica Igoe

ASCCC Fall Plenary: Attended a breakout session on professional development. There was discussion on professional development ideas incorporated at various community colleges. She will not be having Senate office hours this Wednesday.

R-4 Treasurer's Report: Dan Haley:

ASCCC Fall Plenary: Other California community colleges are much more militant in fighting for areas including senior students and life-long learners.

VIII. INFORMATION ITEMS

1. Survey Results: Academic Senate Elections and Nominations Committee Member: Nancy Rutzen

NUMBER OF VOTES	
259 VOTES	a. I oppose the process by which this decision was made
31 VOTES	b. I support the process by which this decision was made
51 VOTES	c. I have no opinion on the process by which this decision was made
Survey Storage:	Have been and are to be stored/locked in a cabinet in a "neutral" location with Judy Benson, until the Senate recommends what format they are to be presented
	172 surveys received and all comments must be read.
Committee Recommendation:	The surveys should be seen and received in their original form.

DISCUSSION FROM THE FLOOR: TIME ALLOWED : 15 MINUTES

Request made to hear a few survey comments	Comments read against and in support of the calendar
Number of surveys received	Three blank surveys were received. One survey showed a double vote on both a. & b. Survey response: appx. 30% Survey distributed to both FT (appx 373) and Adjunct faculty (appx. 625). Anonymous survey responses were solicited
Concerns:	The Board of Trustees should receive an office copy of the survey results first. Administrative permission should not be required for providing information from a faculty survey. Reference was made to the posting of salary information <u>without</u> faculty permission. The survey did not specify comments received might be copied and distributed. This could result in legality problems. The survey addresses calendar process not the calendar. Official transcription of survey comments would address the issue of privacy in regards to identification by one's handwriting.
Process Recommendations	Surveys to be photocopied within Campus Duplicating Would be wise to provide survey comments through outside/neutral transcription Recommended Process Date(s): Week of Nov. 26

MOTION made by R. Marheine and seconded by T. Neiderer for a **5 minute extension** on this discussion.

VOTE: Approved unanimously

Discussion	Publicizing written / anonymous survey comments is the "bigger issue" and could cause problems. Identifying information should be left out of the transcribing process.
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MOTION made by T. Neiderer and seconded by E. Cairo for a second **5 minute extension** on the discussion before a call on the question. **VOTE:** Approved unanimously.

Discussion	Faculty should know what comments were received from the calendar survey. Transcription would alleviate concerns of publishing handwritten comments. Public notification could be used to request publishing of survey comments. A process time frame is needed.
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CALL FOR THE QUESTION:

MOTION made by D. Haley and Seconded by K. Rodriguez for an up/down vote:

1. In favor of taking survey results to the Board of Trustees? **VOTE:** Approved unanimously
2. In support of transcribing handwritten comments. **VOTE:** Aye: Majority NO: 3
3. To post survey results on the "web": **VOTE:** Aye: Majority. NO. 1

Survey Storage: J. Benson will be accompanied by two Senators after the meeting to place the survey results in the locked cabinet.

D. Bird requested this issue be added to the list of items to be discussed in the By-Laws.

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

Announcements:

STANDING INFORMATION ITEMS

S1-1 **PCCFA REPORT:** Roger Marheine

The FA Newsletter should be distributed by tomorrow.

Negotiations are on hold. Rescheduling of this process should be at the end of the year.

On December 1, four FA representatives will attend a CFT conference to discuss a variety of union issues.

S1-2 **FACCC REPORT:** R. Marheine

FACCC has been contacted to sponsor a FACCC meeting on campus in late January.

Recently had a FACCC conference on campus part-timers.

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

No report

IX. ANNOUNCEMENTS

Academic Senate Website: November 15 Carnegie Information Video

November 29, 12PM-2PM in Creveling: Faculty Town Hall Carnegie Information/Discussion

Panel applicants don't have to but are asked to submit a position papers for or against a particular change to President Hanvey at dahanvey@pasadena.edu, to any member of the executive committee or to Judy Benson.

Position paper deadline: November 26 or November 27.

Panel Applicants: Faculty, classified and students -- No administrators will be on the panel.

M. Smith requested access to the original arguments for the change in hours.

The Senate Executive is in the process of trying to contact S. Alquadoomi about this history.

D. Hamman suggested contacting K. Goguen

Y. McKay suggested having a Union representative on the panel.

On November 7 the Board of Trustees approved a discussion around the Carnegie hour -- not the implementation of the Carnegie hour.

Survey Results:

Timeline: Early next week for presentation at the December 12 Board of Trustee meeting.

Senate Executive Committee will work on hiring a transcribing.

Survey results would be presented to the Board first then posted to the web site.

Faculty concerns regarding contact hours, meeting hours, etc. may be presented at the November 29 Senate Town Hall.

1. Senate Town Hall: Carnegie Hour: November 29, 2012, 12-2PM, Creveling Lounge

X. ADJOURNMENT

MOTION to adjourn made by M. Dodge and seconded by K. Rodriguez

Next Senate Board Meeting December 3, 2012

Room: Circadian