

Revised July 15, 2013

July 8, 2013

OFFICERS AND MEMBERS

SENATE PRESIDENT	EDUARDO A. CAIRÓ	Present
VICE PRESIDENT	EARLIE DOUGLAS	Present
SECRETARY	PAT ROSE	Present
TREASURER	DAN HALEY	Present
ADJUNCT FACULTY	MARK DODGE	Present
BUSINESS & COMPUTER TECHNOLOGY	PATRICIA LYNN	Present
BUSINESS & COMPUTER TECHNOLOGY	AHNI DODGE	
COMMUNITY EDUCATION CENTER	DANNY HAMMAN	Present
COUNSELING	TOMÁS RIOJAS	Absent
ENGINEERING	DEBORAH BIRD	Present
ENGINEERING	DAVE CUATT (Alt)	Present
ENGLISH	ROBERT OVENTILE	Absent
ENGLISH	MANNY PEREA	Absent
ENGLISH	MARJORIE SMITH	Present
ENGLISH	KRISTA WALTER (Alt)	
HEALTH SCIENCES	KRISTIN K. HYATT	Present
HEALTH SCIENCES	BLANCA RODRIGUEZ	Absent
HEALTH SCIENCES	KAREN SKIATHITIS (Alt)	
KINESIOLOGY,	TERRY STODDARD	Present
KINESIOLOGY	GRACE APIAFI (Alt)	
LANGUAGES	LOKNATH PERSAUD	Absent
LANGUAGES	MELISSA MICHELSON	Absent
LANGUAGES	MARY ERIN CROOK (Alt)	Present
LANGUAGES	CHARLENE POTTER (Alt)	Present
LIBRARY	DOROTHY POTTER	Present
MATHEMATICS	MATTHEW HENES	Absent
MATHEMATICS	PAT PEACH	Absent
MATHEMATICS	KATHLEEN UYEKAWA	Present
NATURAL SCIENCES:	KATIE RODRIGUEZ	Absent
NATURAL SCIENCES	VALERIE FOSTER	Present
NATURAL SCIENCES	PAUL JARRELL	Absent
PERFORMING & COMMUNICATION ARTS	TAD CARPENTER	Absent
PERFORMING & COMMUNICATION ARTS	MARK WHITWORTH	Absent
SOCIAL SCIENCES	SHAROK BASTANI	Present
SOCIAL SCIENCES	FRANCIS NYONG	Present
SOCIAL SCIENCES	DEREK MILNE	Absent
SOCIAL SCIENCES	KAITZER PUGLIA (Alt)	
SOCIAL SCIENCES	GAKHTAWAR BHADHA (Alt)	
SPECIAL SERVICES	JO BUCZKO	Present
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY	Present
VISUAL ARTS AND MEDIA STUDIES	ROD FOSTER	Present

GUESTS

STUDENT	KELLEY CAMACHO
FINANCIAL AID	TONY SMITH
PCCFA	ROGER MARHEINE
PRESIDENT: ASSOCIATED STUDENTS	JOHN FRASER
COURIER	PHILIP MCCORMICK / JOHN NOVAK

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

 led by Terry Stoddard.

III. APPROVAL OF MINUTES

MOTION made by M. Dodge and seconded by D. Haley to approve the April 15, 2013 minutes as submitted.

VOTE: Motion passed unanimously.

IV. PUBLIC COMMENT

C. Potter	<u>July 17 Board of Trustee meeting</u> Inquiry received about Senate response and/or action pertaining to talk of Board of Trustee Vote of No Confidence. President Cairó said a Senate vote may be taken on a course of action regarding the July 17 Board of Trustee meeting. The Senate Executive Committee is working on setting up a meeting with the Board of Trustees. Second: The Trustees will decide on a Campus Calendar on July 17.
J. Fraser President, Associated Students / Member of College Wide Calendar Committee	<u>Add to the Senate Agenda, Discussion of the Proposed 2013-14 Calendars</u> <u>July 8, 2013 Senate Agenda Request</u> Advises the Academic Senate, Classified Senate and Associated Students to carefully consider the ramifications of purposely excluding ourselves from the conversation regarding the two calendars which were not proposed by the shared governance committee. The Students want to continue to make the statement that winter is the calendar preferred by shared governance while also mitigating the negative impacts that might potentially come with the trimester being implemented for a second year. Three calendars were presented at the last College Council meeting. One was said to have come from shared governance and approved by the Academic Senate. The second one is currently in place. The third is revised and based on the current calendar. The last two calendars were from administration and have no winter intersession. Two calendars had no winter intersession (came from administration); one with winter AGENDA REQUEST Made by T. Stoddard to place this item on today's agenda. President Cairó asked for a Hand Count: Quorum: Yes: Vote: Yes 17 No: 0 Abstain 1
Kelley Camacho Student	<u>Extended Spring</u> A CPRA request to provide documentation was granted to provide copies of correspondence between Dr. Bell and the Chancellor's office. The Chancellor's office (E. Skinner) has requested an official e-mail that the District clarify that it had incorrectly acted to extend the spring term without first receiving approval (Title 5, Section 5572); that the District will take steps to notify the Board and community of this change and that the courses previously coded as extended spring have been re-coded as summer term classes and that the District has taken steps to make sure students can transfer. In

	<p>response the District (memo from Dr. Bell) notified the Chancellor's office that Pasadena City College has taken all necessary steps to: address the Chancellor's office's concerns with the extended spring term and to notify the Board of Trustees, students and the community. Ms. Camacho noted that because of the response time, students could have begun working on transfer issues two weeks ahead of time. The importance of planning and community notification of student changes within the accreditation process was referenced.</p> <p>On this date the President's office sent out an e-mail that 4 of 200 extended spring students still needed assistance.</p>
J. Buczko Co-Chair Health & Safety Committee	<p>July 8, 2013 Senate Agenda Request Discussion of:</p> <p>1) Campus-wide smoking policy survey Summary</p> <ul style="list-style-type: none"> • Over 2,000 responses from all campus groups. 61% supported at least a 100% smoke-free campus (no designated smoking areas). • 72% of the responses support the enforcement of tiered citations for violations. • For students with first-time violations, the student may opt for a waived citation fine if they enroll in an approved smoking cessation program. <p>The Committee will meet with the College Council on July 25 to propose the idea of a 100% smoke free campus with the enforcement of tiered citations. Note: Smoke-free devices, i.e., cigarettes, are not FDA regulated and would not be permitted in the proposed policy.</p> <p>ACTION: Senate Hand Count taken to add this matter as a July 15 agenda item for discussion and action. Vote: Unanimously approved.</p>

V. STANDING/AD HOC CAMPUS-WIDE COMMITTEE REPORTS

The Executive Committee is working on updating the Senate Committees in regards to active/inactive membership and will ask the Committees report to the Senate on when they last met and what type of action they have taken.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS

MOTION made by E. Cairo and seconded T. Stoddard to approve Items 1, 2, 4 and 5:

VOTE: AYE: Unanimously approved.

Item 5 stricken: Division approves Senate representatives.

1. Approve Anthony Smith (Performing and Communication Arts) to the Adjunct Faculty Issues Committee
2. Approve Nancy Rutzen as chair to the Senate Nominations and Elections Committee
4. Approve Elaine J. Fong to replace Earlie Douglas on the By-Laws Committee as representative for Business and Computer Technology.
5. ~~Approve David Uranga as Social Sciences representative~~

3: Approve Lauren Arenson or Claudia van Corva as chair of the Distance Education Committee
Sandy Haynes has stepped down from this position. Committee members were contacted and Lauren Arenson asked to be on the committee. Claudia van Corva is a current committee member. Lauren Arenson is not on the committee.

SENATE HAND COUNT: Lauren Arenson: Aye: 10

Claudia Van Corva: Abstentions: 6

Appointed Chair: Lauren Arenson

6. Approve Joe Peron to the Faculty Summer Hiring Pool
T. Stoddard: If chosen, J. Peron would like to serve on an upcoming Athletic Director hiring committee. The application deadline is July 25th. It is hoped this position would be approved at the September Board of Trustees meeting.
VOTE for approval of Item 6.

Aye: Unanimously approved. Item 6 approved.

7. Ratify appointment of Joe Peron to the Human Resources Information Systems Coordinator Hiring Committee. (This item was dropped because J. Peron unable to serve because of scheduling conflicts.) Volunteer Status: Two faculty volunteers are still needed for this hiring committee.
8. Ratify appointment of Joe Conner to Police Dispatcher Hiring Committee
9. Ratify appointment of Ahni Dodge to the Small Business Development Center Director Hiring Committee
VOTE for approval of Item 8 and 9: Aye: Unanimously approved. Items 8 and 9 approved.

NEWLY ADDED AGENDA ITEM

MOTION made by D. Haley and seconded by T. Stoddard for Senate consideration of John Fraser's proposal made under Public Comment.

J. Fraser: Asking for immediate action to be taken for the existing Shared Governance Calendar Committee to meet, create a timeline to give the Board of Trustees a calendar. If this is not feasible to specifically illustrate how more time can increase the ability for input into Board conversations and decisions. A unified statement from Classified Senate/Academic Senate/Associated Students is needed before the July 17 Board of Trustees agenda packet is prepared.

T. Stoddard: The Trustees last approved the 2012-13 calendar at the request following administrative review of three calendars received from College Council. The Trustees knowingly approved this calendar (August 2012) after the last Academic Senate meeting for the semester and after the last contracted day for faculty. A systematic decision was not made while faculty were under contract and while the students were in session. It was also noted that the Senate Executive Board could not attend this meeting because it was participating in the ASCCC Faculty Leadership Institute conference in Sacramento. At its last meeting the Senate approved a proposed 2013-2014 calendar with the winter intersession. It is inherent for the Board of Trustees to open shared governance communication. What is important is what's good for the students; to make a decision about the calendar a year in advance and not when many students and faculty are on break.

Various concerns were received of not having enough time to move forward on the proposal on such short notice at a time when many faculty, staff, students are off campus. R. Foster noted that the Board's decision to adopt a calendar without winter intersession was possibly influenced by the Tournament of Roses' BCS playoff schedules and the anticipated traffic problems that would ensue.

President Cairó was asked to present the Senate the winter intersession calendar recommendation, approved at its April 15 meeting, to the Trustees on the Senate's behalf during Public Comment for approval of the winter intersession.

D. Haley and M. Smith: Said a lack of planning and shared governance will impact accreditation.

T. Stoddard: The College Council chair's job should reflect the shared governance process.

Suggestions for Documentation to present to the Board:

1) Calendar Committee's research pertinent to the benefits of a winter intersession for both students and the school. 2) Statistics from the Chancellor's web site showing success rates of PCC students formerly enrolled with winter intersessions. 3) The Senate vote of approval of the 2013-14 calendar.

V. Foster: Before making a decision would like to see cited documentation that could be presented to faculty. A counter-argument to not have winter would be 1) students with jobs are more likely to be hired during a four-month summer than two short intersessions and 2) science interns normally begin work in June. K. Uyekawa added the Senate is not all in agreement on whether there should be a winter

intersession. Most faculty agreed that more documentation regarding the benefits of the tri-semester calendar would be welcomed.

K. Camacho: To receive additional Prop 30 monies (approximately \$11 Million) the school has 1 ½ years to be brought back to the 2009-2010 FTE levels. Having a winter intersession would have a positive effect on increasing FTE levels.

M. Smith: Crystal Kollross did present to the Senate documented information showing IPRO numbers of student success rates.

D. Haley: In favor of winter intersession largely because of strong student support.

D. Bird: To avoid repeating the same arguments, the Senate needs clear goals with flexibility and creative opportunities. M.E. Crook added that clear planning will get the work done.

K. Camacho: Extended spring was under-enrolled, was very exhausting, and did not match up with high school students or a lot of UC/Cal State student schedules.

Y. McKay: The Trustees and the President need to respect the work of the Calendar Committee.

V. Interiano: At a recent BRAC meeting, it was revealed as a result of extended spring, some students received additional financial aid. T. Smith: The extended spring units were flipped from spring to summer. Students are eligible for financial aid.

J. Fraser asked for the Senate to define conversation and show administration how to bring forward a timely and constructive process with comparative data and to direct the Calendar Committee to reconvene and examine the three proposed calendars.

MOTION made by D. Haley for the Senate to ask the Calendar Committee to reconvene and examine the three calendars and to forward its findings to the Senate before its next meeting (July 18). No second.

R. Marheine: The Board of Trustees should be under the obligation to show why their decision on the calendar is correct. The Calendar Committee does not have enough time to meet formally before July 17th.

President Cairó said the Senate may inform the President of any proposed action/processes it would like to request and the President will inform Trustees.

F. Nyong. Inquired about the Board's policy on shared governance and the President's awareness of the shared governance process. E. Cairo: said the President is of the opinion shared governance is occurring. He is the Board of Trustee designee to consult with the Senate and receives Senate recommendations to present and/or inform the Board. D. Hamman said the President sees shared governance as a collegial process by which he gets input from students/staff/faculty and relays to the Board what he believes is in the best interest of shared governance. D. Haley: The President feels the calendar issue is not a 10+1 issue which would fall under shared governance; however, the Academic Senate disagrees with this opinion.

P. Rose: If requested, and mutually agreed upon, the ASCCC can provide advisory assistance to help the Academic Senate, Trustees, and Administration to identify areas of conflict and develop ways to resolve the differences. The Senate Executive Committee and Matt Jordan, Interim Associate Dean of General Education and Program Review, are currently working together to arrange this assistance.

K. Hyatt: A plan is needed to help our students.

E. Cairí: Because of the time frame, the Senate could consider shared governance concerns at the Board meeting or create an ad hoc committee to decide on which calendar is more beneficial to students. There is no substantive evidence to show the Senate has the right/power to place an item on the Board agenda

D. Potter requested that the Senate document and remind the Board of Trustees of its support of the winter calendar (pg. 7 of the 4/15 15 minutes) at the Board of Trustee meeting on July 17. D. Haley proposed adding a letter on this recommendation for presentation. Several Senators expressed the need and asked for a strong Senate presence at the next Board meeting.

MOTION made by D. Haley and seconded by R. Foster for the Senate Executive Committee to write and present a letter to the Board of Trustees focusing on the issue of the 2013-2014 calendar and reiterating why the winter intersession should be reinstated. This letter will be forwarded to the Senate Board and Trustees before presentation. VOTE: Motion approved unanimously. Abstentions: None.

E. Cairo: A request to place this item on the Board of Trustee agenda will be made.

M. Smith: asked for clarity about what is under accreditation/student areas.

Letter Suggestions

Emphasize the necessity of shared governance.

Reflect that the 2013-14 calendar was presented to the College Council after approval of the winter intersession calendar by both the Calendar Committee and approved by the Academic Senate on April 15, 2013.

VII: REPORTS FROM EXECUTIVE COMMITTEE

R-1: President's Report:

President Cairí thanked those senators attending today's meeting.

- These summer meetings will provide an opportunity to take action within non-controversial areas.
- The Executive Committee recently attended the ASCCC Leadership Institute.
- At last week's CAPM meeting with Dr. Rocha commented on the need for faculty to receive security training to identify and best react to potentially dangerous students at the next two professional development days.
- The Goal of the September 7 Senate Retreat is to provide education on Robert's Rules; review Senates' 10+1 responsibilities; distribute information to learn how to better prepare for and conduct the Senate meetings.
- To prevent division and mistrust the Executive Committee is open to receiving suggestions and comments for the agenda. It will not unilaterally decide not to put items on agenda.

R-2: Vice-President's Report: None

R-3 Secretary's Report: None

R-4 Treasurer's Report: D. Haley welcomed the three new members of Senate Executive Committee

VIII. INFORMATION ITEMS:

Faculty Co-chair and representatives to the BRAC Committee will be discussed at the next Senate meeting. Volunteers for these positions are requested.

Senate Calendar Committee volunteers may submit their names to E. Cairo via e-mail (eacairo@pasadena.edu)

Faculty Committee Volunteer information process: To submit your volunteer information, please go to:
<http://www.pasadena.edu/academicsenate/volunteer-forms.cfm>

Choose the Senate Committee Volunteer Form or the Hiring Committee Volunteer Form

Emails or questions may be forwarded to eacairo@pasadena.edu or jabenson@pasadena.edu

STANDING INFORMATION ITEMS

S1-1 PCCFA REPORT:

- There have been informal talks about working more closely with the Senate and Associated Students. Sees no conflict of interest. The common concerns are shared governance, student access and student success.
- The Senate and Associated Students were thanked for beginning discussions.

S1-2 FACCC REPORT: R. Marheine

- Has been invited to return to negotiations on July 12, 1:00 pm.
- Fact finding. There has been a tremendous ground swell from the campus community about what is going on in regards to negotiations.
- This has been the best budget year in Sacramento in a decade.
- Our FTES must be managed to benefit the campus.
- KRONOS glitches are being monitored and repaired.
- College has agreed to change part-time pay for fall/spring and FT overload.
- Paychecks: Equal payments over the year works well with budgeting.
- A PERB hearing is scheduled on August 26, the first day of classes. There will be discussion in regards to violation of contract and the cancellation of winter intersession which also resulted in a significant loss of wages for adjunct faculty.

Comments Regarding Relationship between the Senate and the Faculty Association

K. Uyekawa: There have been division concerns for the Senate and the Faculty Association to remain separate entities.

President Cairí said the Senate's focus will be academically pedagogical.

D. Bird requested there be placed on the agenda a call for discussion about the relationship between the Union and the Senate.

R. Marheine: The threat of loss of accreditation for San Francisco Community College should be monitored. The Chancellor is very upset that the accreditation process does not attempt to help districts resolve their problems -- especially in regards severe financial situations.

PCC must be careful in sending questions to Chancellor's office. If numerous questions are being turned down, this could be an indicator we may not be as protected by the Chancellor's office in the future.

S1-3 ADJUNCT FACULTY REPORT: None.

IX. ANNOUNCEMENTS:

X ADJOURNMENT: MOTION to adjourn made by M. Dodge. Adjourned 5:42 p.m.

NEXT SENATE BOARD MEETING: JULY 15, 2013, 3PM -- CIRCADIAN