

MAY 5, 2014

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
CTE: BUSINESS	AHNI DODGE	Present
CTE: ENGINEERING	DAVE CUATT	Present
CTE: ENGINEERING	JASON NORRIS	Absent
CTE: ENGINEERING	KRIS PILON	Present
COMMUNITY EDUCATION CENTER	DANNY HAMMAN	Present
COUNSELING	TOMÁS RIOJAS	Present
COUNSELING	JAMES ARAGON	Present
ENGLISH	GLORIA HORTON	Present
ENGLISH	MANNY PEREA	Present
ENGLISH	KRISTA WALTER	Absent
HEALTH SCIENCES	KRISTIN K. HYATT	Absent
HEALTH SCIENCES	BLANCA RODRIGUEZ	Absent
LANGUAGES	LOKNATH PERSAUD	Absent
LANGUAGES	MELISSA MICHELSON	Present
LIBRARY	DOROTHY POTTER	Present
MATHEMATICS	MATTHEW HENES	Present
MATHEMATICS	KATHLEEN UYEKAWA	Present
MATHEMATICS	DAN GALLUP	Present
NATURAL SCIENCES	RUSSELL DI FIORI	Absent
NATURAL SCIENCES/KINESIOLOGY	TERRY STODDARD	Present
NATURAL SCIENCES	MARTHA HOUSE	Present
PERFORMING & COMMUNICATION ARTS	STEPHANIE FLEMING	Absent
PERFORMING & COMMUNICATION ARTS	MARK WHITWORTH	Present
SOCIAL SCIENCES	SHAROK BASTANI	Absent
SOCIAL SCIENCES	FRANCIS NYONG	Absent
SOCIAL SCIENCES	LAUREN ARENSEN (Alt)	Present
SPECIAL SERVICES	JO BUCZKO	Present
VISUAL ARTS AND MEDIA STUDIES	ROD FOSTER	Present
VISUAL ARTS AND MEDIA STUDIES	YOLANDA MCKAY	Present

GUESTS

		Present
INTERIM DEA/INST SUPPORT, INSTITUTIONAL PLANING & RESEARCH	MATT JORDAN	Present
ACADEMIC AFFAIRS	DAVE COLLEY	Present
ASSOCIATE PROFESSOR, PERFORMING AND	ROSEMARY SCOTT	Present
PARLIAMENTARIAN	DEBRA CANTARERO	Present
PRESIDENT, CLASSIFIED SENATE	CAROLE ROBINSON	Present

I. CALL TO ORDER:

II. PLEDGE OF ALLEGIANCE led by Terry Stoddard

President Cairó received no objection to adding two Information Items (no action taken).

1. C. Olivo: Discuss Student Equity Plan:
2. M. Jordan/Associated Students: Presentation of increase of summer student units to 19.3.

III. APPROVAL OF APR 21 MINUTES: There was no discussion and the Minutes were approved as submitted.

IV. PUBLIC COMMENT:

L. Arenson: New Online Teaching Policy

- At the end of last week, it was learned by “word-of-mouth” there is a new online teaching policy that has been implemented but did not go through the shared governance process.
- No written documentation has been presented on a new online teaching policy that was implemented without faculty input or through the shared governance process.
- Under this policy, full-time faculty may only teach 16 weeks and adjunct may only teach 8 week sessions.
- Faculty are being brought in who have not taught nor have on-line education training.
- It has been said justification for this policy is for financial reasons
- C. Robinson heard of this policy from her supervisor, L. Tirapelle.

Rosemary Scott, Coordinator of the Speech Language and Linguistics Program:

The SLIP program has excellent retention and success rates. In accordance with state licensing stipulations, and because it has outgrown its current location in C115, is requesting that they be moved to C121 which would be more appropriate for the students in size and room set-up.

V. STANDING/AD HOC/CAMPUS-WIDE COMMITTEE REPORTS: None

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS

1. Vote to approve Pat Rose to the Faculty Development Committee.
2. Vote to approve Susie Ling (Social Sciences) to the Custodian Hiring Committee.
3. Vote to approve Richard A. Beyer (Special Services); Ricardo Castillo (Special Services); and Bianca Richards to the Intermediate Clerk II Hiring Committee.

MOTION made and seconded by D. Haley and M. Whitworth approving Recommendations 1-3.

VOTE: Motion carried unanimously.

VII: INFORMATION ITEMS: the following items will be discussed (with possible action taken)

1...Resolution on Diversity: L. Arenson

L. Arenson presented a Resolution on Diversity for review and possible action.

Past Senate Discussion

- There was an inquiry about a diversity committee and what had occurred in the past.

- The March 2, 2009 Academic Senate Minutes, reference the Senate moving forward with a Diversity Committee and L. Arenson was named the chair.
- Two diversity documents have previously been presented to the Senate. One is identical to the one given to Jim Bickley in 2009 and one was presented to the Academic Senate at its last meeting by S. Fleming [Academic Senate Resolution on Inclusivity Diversity Statement].
- D. Haley: S. Fleming originally presented this issue and is not present for discussion.
- M. Perea: A copy of both resolutions are needed for review in the Senate meeting packet.

MOTION made and seconded by D. Haley and E. Douglas to table discussion pending future review and input from S. Fleming.

VOTE: Motion carries by a majority vote. No: One.

2..Resolution Opposing Realignment:

Presented for Review: PCC Academic Senate Resolution Opposing Realignment (Draft – 4/30/14)

MOTION made and seconded by K. Pilon and M. Michelson for discussion

VOTE: Motion carries unanimously.

Discussion and revisions were received and discussed by the Board. Revisions and corrections were received and manually inserted into the document on the computer by M. Michelson including:

Add the word “immediate” before suspension.

In the parenthetical, replace “in other words” with “including the cessation of any non-interim hiring committee.”

MOTION made and seconded by M. Henes and M. Perea to extend discussion for 10 minutes.

VOTE: Motion carries.

Discussion: additional review and revisions.

The Union is negotiating chair positions regarding realignment.

Shared governance process is not mentioned.

Focus is needed on at least three long term realignment effects including the disruption of planning for faculty/staff/students.

MOTION made and seconded by M. Henes and E. Douglas to table discussion and for this document to be revised before review on the next Senate agenda “once it has been fixed.”

VOTE: Motion carries by a majority vote.

The Committee will send the Senate Board the revised changes for review before the next Senate meeting.

3..Approval of 2014-2015 Calendar: Krista Walter

The 2014-2015 Calendar approved by the Calendar Committee last week was presented to the Academic Senate Board.

MOTION made and seconded by D. Haley and M. Michelson to accept and approve the 2014-2015 Calendar with the winter intersession as approved by Calendar Committee

Discussion:

The campus needs a calendar it can plan on. An approved winter intersession should be approved “one year out”.

The Calendar Committee received a majority vote in support of this calendar at its meeting last week. The Administration just re-convened the Committee a few weeks ago.

The fall semester approved is the same as the one proposed by the administration.

Senate support of the Calendar Committee is in line with the shared governance process.

It was during the month of May when the Board last approved a winter intersession, followed by it being removed in October or November.

REQUEST TO CALL THE QUESTION: K. Pilon.

VOTE: Yes: Majority. No: 1

VOTE on the MOTION:

MOTION carries by a majority vote. No: 2

4..Vote to approve June and July Senate meeting dates.

MOTION moved and seconded by K. Pilon and D. Haley to take a straw poll on proposed future meeting dates.

Straw Vote for June	Majority Vote
June 2	
June 9	Majority Vote for June 9 for the next Senate meeting
June 16	
June 23	
June 30	

MOTION made and seconded by D. Haley and M. Dodge approving a June 9 Senate Meeting date.

VOTE: Motion carries by a majority vote. No: 1

MOTION made and seconded by L. Rogacs and D. Haley for a straw poll for future July meeting dates.

Straw Vote for July	Majority Vote – Very few votes were received.
July 7	
July 14	
July 24	
July 28	

MOTION made and seconded by M. Whitworth and M. Henes for the Senate to decide at its June meeting if a July meeting is needed. **VOTE:** Motion carries.

MOTION made and seconded by G. Horton and Y. McKay to consider changing the meeting times.

MOTION WITHDRAWN. Meeting time to stand at 3pm

5..Bylaws Resolution: This agenda item was “pulled”

6..Vote to Create a Service Learning Ad Hoc Committee

MOTION made and seconded by M. Michelson and P. Rose to approve a Service Learning Ad Hoc Committee.

Discussion

At a previous Senate meeting, D. Taylor talked about what was going on in other areas.

The Senate should be part of campus conversation and dialogue [including conversation on 10+1 and curriculum].

- Q: What would be the Committee’s mission and purpose?
- A: The Committee would be a liaison between other campus constituents and the Academic Senate.

Creation of this committee would be an avenue to solve problems.

MOTION made by M. Whitworth and M. Henes to table discussion until it can be shown what are the specific ideas the Committee will tackle.

VOTE: Motion carries by a majority vote. No: 6

7. Vote to create a Scheduling Issues Committee

P. Rose: Directive would be to look into the pedagogical concerns of block scheduling.

Proposed: to reactivate the Scheduling Issues Committee.

MOTION made and seconded by P. Rose and L. Arenson to create a Scheduling Issues Committee.

Discussion:

This is not a Senate issue because the reasons for block scheduling were for scheduling and not pedagogy reasons.
There is a detrimental effect on pedagogy.
Faculty need a voice.

FRIENDLY AMENDMENT made and seconded by M. Whitworth and E. Douglas to discharge the first committee and to create a new committee.

Discussion:

Concern received with structure of the Committee and what kind of pedagogical research would be done.
Recommended that membership be sought from each of the "schools" and for there to be contact with counseling to include dialogue on start times.

MOTION made and seconded by K. Uyekawa and T. Stoddard to extend discussion by 10 minutes:

VOTE: MOTION carries unanimously.

MOTION made by K. Uyekawa and E. Douglas to table discussion – continue with the agenda and this discussion will resume with M. Jordan's presentation later on this agenda.

VOTE: MOTION carries by a majority vote: Noes: 4

VIII: INFORMATION ITEMS: the following items will be discussed (**no action taken**)

1..Hiring Committee Issues: D. Hamman

Request received about how to address concerns with ongoing hiring committee processes.

Many Interview dates and times have been changed (without faculty input) after initial committee meetings.

Faculty have been removed from hiring committees if unable to attend the rescheduled meetings/interviews.

The current hiring policy (revised within the last two years) is vague on the issue of scheduling.

There is a lot of pressure on hiring committee processes to be presented for Board approval in June so new hires are able to start in July.

Classified staff are experiencing similar problems.

The Senate should consider drafting a resolution to address these concerns. Documentation could be a resource for accreditation purposes.

This is a separate issue from realignment and the policy should be followed.

Human Resources is overwhelmed and have had to hire outside consultants.

MOTION made and seconded by M. Michelson and M. House to extend discussion by 10 minutes.

VOTE: Motion carries. No: 2

Discussion

It has been past practice for HR to confirm hiring committee meeting times and locations.

Hiring Committee Policy and faculty roles need to be clarified.

Unfair Hiring Committee process could expose the school to possible lawsuits. Good candidates are being put in an awkward situation.

Hiring Committees are moving forward even if faculty are unavailable/removed from a hiring committee.

Suggestion received to have an HR administrator address the Senate and for

the Senate Executive Committee to consult with administration about these concerns.

Hiring Committee Policy 6320 was revised in June 2012. A resolution is needed to address this policy which isolates faculty voices in the hiring process.

Maintaining communication is necessary.

2..Recap of CAPM meeting: E. Cairó

Dr. Rocha is amenable to adding more adjuncts to the Senate.

Architectural Program: The District agreed to keep the Architectural program into CTE and to keep it in place. The program will also have a part of it relocated into a smaller/reconfigured space. President Cairó, K. Pilon, M. Perea, and C. Griffith will

meet with administration to discuss the assessment of space. The proposed Architecture move was begun to address the expansion needs of Pathways.

The four resolutions approved by the Senate were presented to College Council for approval. Dr. Rocha agreed to place these resolutions on the next Board agenda. A Senate presence will be in attendance to address these items.

3..Discussion of Technical Visit: D. Haley

Presenters: Beth Smith and Scott Lay

Part 1 of the presentation is on line.

Q: What happens when the Senate provides its position and there is no mutual agreement on behalf of administration/Board of Trustees.

A: The Senate can request from the Board of Trustees a written explanation regarding its rationale for not mutually agreeing with the Senate's position.

Technical Visit options/suggestions/responses addressing Academic Senate concerns regarding the lack of shared governance at PCC:

- 1: Can write to the Chancellor's office for an opinion. Because of understaffing, responses take approximately a year.
- 2: Take legal action in the courts. This is not recommended because of a) the expense and b) the Court will usually Request that the Senate "go back and try again".
- 3: The Senate works out its problems itself.
- 4: College governance is part of the accreditation report. Documenting where administration is not reaching mutual agreement could be a "ding" on the accreditation report.
- 5:..Reset and start over again. Establish the trust and civility necessary for collegial conversation.
- 7: The overseeing of reassigned time is up to the Senate. No suggestions were given. [M. Perea: The Reassigned Time Committee met once with Dr. Bell, and anticipate future meetings to discuss this topic.]

4..Response to Faculty Questions Regarding Block Scheduling:

P. Ricards: He was a member of the Block Scheduling Committee.

Does not support the revised 6-Week summer term schedule, which will not keep the students immersed and is overkill.

- 3-days-a-week classes: 2 hour/50minute; or
- 2-days-a-week classes: 4 hour

M. Jordan represented O. Arellano at today's meeting. Dean Arellano is currently on a hiring committee.

Handouts:

Maximum Load for Students in a Summer Term

PCC Schedule Template: Goal to create options for every combination in existence of contact hours and times per week.

It was requested that errors and difficulties be brought to M. Jordan and O. Arellano for correction.

M. Jordan: Standardized Start and End Times for Courses (The Term Block Scheduling is not accurate)

Power Point Printout Presentation that identifies course overlap and difficulty students face in putting together their schedules in an 8-hr day. At an Associated Student Town Hall meeting it was agreed the Academic Senate Ad Hoc Committee on Scheduling would look at these issues. Input was brought back to the scheduling office and was incorporated into the scheduling templates created. It is M. Jordan's understanding that a final report was not presented to the Academic Senate nor to the committee, resulting in conflict over this issue. Dean Arellano clarified what is and is not a 10+1 item with M. Jordan. Consultation would be required for changes that brought about curriculum modifications. Consultation would not be needed if it's only a change in the start time of a course from a historical pattern, changes in the days of the week for courses offered from a historical pattern. Could move forward by identifying areas where curriculum modifications would be required and working together on adjustments to come to an agreement.

Concerns:

There needs to be consideration of the impact on faculty work conditions.

Across the state, if scheduling items don't involve curriculum modification they don't require consultation.

M. Jordan said he does not have a professional opinion because this is not his area of expertise.
D. Colley answered various scheduling questions/concerns.
Academic Affairs has been relying on the deans to communicate scheduling information to faculty.
Not everyone has had scheduling consultation.

MOTION made and seconded by T. Stoddard and M. Henes to extend discussion by 10 minutes.

VOTE: Motion carries.

Start and stop time concerns will be addressed.

The "Room Optimizer" program made/makes automatic assignments of section offerings to rooms.

Following its initial run some inappropriate assignments were made.

The problems were worked on and appropriate, import from faculty members was received to correct the problems.

Errors in room assignments may be brought to M. Jordan's and O. Arellano's attention for review and correction.

The initial Ad Hoc Committee was an attempt to work together to receive input.

Recommendation made to move forward through an authentic attempt to work together.

Where there is an oversight of 10+1, consultation is required to address this area and changes will be made.

It is not uncommon for community colleges to have Sunday offerings.

MOTION made and seconded by M. Michelson and Y. McKay to extend discussion by 10 Minutes.

VOTE: Motion carries.

Discussion/Comments

D. Colley addressed additional scheduling concerns.

Allocation of rooms is a concern with faculty having back-to-back classes.

Pedagogy is a big concern.

Fall semester schedule should remain "status quo".

The voice of faculty is needed in this process.

Additional discussion in support of and opposing increasing maximum load of students in summer term. (Handout provided)
Counseling concerns could be addressed by Counseling.

Many were in support of using the petition process for students to increase the maximum load for the summer.

M. Jordan said that if any changes were made in error where curriculum modification was necessitated, these areas will be addressed and fixed on a case-by-case basis. This does not include undoing standardized start times for courses.

A percentage of efficiency was affected, but the amount of students being able to put together cohesive schedules was a success.

College policy should not be violated.

All issues should be discussed and the policy should be rewritten for submission to the Board.

M. Jordan said this item was an approved procedure and not a Board policy.

An administrative decision was made to implement the scheduling revisions – they would be in the best interests of the students. Based on recommendations the schedule could be revised.

The administration should not violate Title 5.

MOTION made and seconded by M. Henes and M. House to extend discussion by 10 minutes.

VOTE: Motion carries.

Discussion/Comment

T. Riojas said his counseling colleagues do not feel the proposed maximum load is a good idea. Students will need consultation on a multitude of concerns. Parameters are needed.

Winter intercession needs to be retained.

The proposed process is not beneficial.

M. Jordan recommended that a Senate representative could be chosen to work with him in obtaining data from IPRO and a recommendation could be submitted at the next Senate meeting following review/recommendation.

Further recommendations received to scale down or mandate a cap on summer GPA.
Academic intervention could be recommended.
Concern that Summer will be viewed as a third semester.
Barrier(s) to student success for students to enroll up to 19.3 units in the summer warrants further investigation.

There should be a mandated cap on Summer A and Summer B and on 8 week courses.
The "Counseling Voice was represented" in this scheduling process.
Registration dates have been distributed for all students for both summer sessions.

L. Tirapelle could be invited to address further discussion.

MOTION made and seconded by P. Rose and T. Stoddard to extend discussion for 5 minutes.

VOTE: Motion fails. No: 6 Yes: ??

5...Student Equity Plan: Dean C. Olivo

The Student Equity Plan is due to the Chancellor's office November 21, 2014.

This Plan was announced at the end of March.

This plan entails the following: Campus data must be reviewed as it pertains to ethnicity, gender, age and ability, and must review to see if there are achievement gaps for basic skills, transfer and PTE certificate student success completers.

Dean Olivo would be leading this effort and will need faculty membership to help review the data and design an activity plan to send to the Chancellor's office.

President Cairó will send out an email request about this item and the November 21 timeline.

The timeline will insure a time for the Academic Senate, Classified Senate, College Council and Associated Students to address this issue.

A manageable Committee size would be 20 – has composed a list of 11 faculty members and has had a meeting with this faculty. After the PCC Technical Visit, Beth Smith and Scott Lay recommended the need for Dean Olivo to obtain eleven faculty to serve on the Student Equity Committee. The committee process was not spelled out from the memo from the Chancellor's office.

Student Equity Committee Membership: More than 20 would be difficult to manage. The Chancellor's office recommends that student equity committee membership should include those involved in program and planning, accreditation.

An information flyer will be emailed to faculty requesting committee participation. Volunteer names may be submitted to President Cairó. Dean Olivo will work with President Cairó to submit eleven names for approval by the Senate.

The current committee will be dismantled and a new committee will be re-established.

Dean Olivo: If the Governor's proposal is approved by the state legislature on May 15 in Sacramento, it is anticipated monies will be available to attach to these ambitious plans. The student equity/activity plan will have a budget attached to it and this is where the funding will go. The school's activity plan should address equity facts.

M. Michelson requested from Dean Olivo an oral promise that in the future participatory/shared governance will be moved forward with and adhered to. Asked that Dean Olivo work with the Senate if faculty is needed. Dean Olivo said absolutely and said dialogue provides the opportunity to set new processes in place.

Does not have information on approved funding for specific equity programs. The Committee would have to undertake this process and make these decisions together. Need to keep in mind what will be done to help more under-performing students

5..Discussion of Award for Positive Contribution: M. Henes

M. Henes has talked to a few colleagues about a nomination process that could be brought forth from campus committee chairs, secretaries, student clubs, etc. He would like to get a straw poll/opinion on the process of providing awards to faculty doing their part. Faculty making positive contributions are not doing it for an award. Some of the feedback was to give a punitive award. Ideas and feedback may be relayed to M. Henes.

M. Michelson: she would rather be compensated as a professional and be paid for the hours put in outside of her 5.5 hours.

X. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President's Report: E. Cairó

An anonymous confidential letter sent to Senate office through inter-office mail was presented. A few other people on campus had received it. To find out if it was a valid document, President Cairó sent Dr. Rocha an email asking him if this document came from his office. No response has been received and the Senate will be informed if there is one.

2014 Academic Senate Breakfast. The Senators were encouraged to attend. Tickets (\$20) are being sold at the Campus Bank. Payment: Cash or check. For those that were not able to purchase a ticket at the Bank, an IOU envelope will be provided at-the-door.

R-2 Vice-President's Report: None

R-3 Secretary's Report: None

R-4 Treasurer's Report: None.

XI: STANDING INFORMATION ITEMS

SI-1 PCCFA REPORT: None

S1-2 FACCC REPORT : None

S1-3 ADJUNCT FACULTY REPORT: Adjunct representative M. Dodge is requesting a (stipend) raise. Current amount is \$25/hr.

XII. ANNOUNCEMENTS:

Senate Breakfast, 9 May 2014, 7:30–9:30am–Tickets (\$20/ea) on sale at Campus Bank,

XIII. ADJOURNMENT: motion made and seconded by M. Dodge and G. Horton. MOTION carries.

JUNE 9 AGENDA ITEMS

1. Contact L. Tirapelle to speak on New Online Teaching Policy
2. Rosemary Scott: To Discuss space needs for SLIP Program
3. Realignment Resolution: L. Arenson / S. Fleming
4. Maximum Summer Load For Students
5. Create Student Equity Plan Process (add a Drop down Tab on Senate web site)
6. By Laws Resolution
7. Summer Hiring Committees – Who Chooses -- Executive Committee or the Senate?

NEXT SENATE BOARD MEETING: JUNE 9, 2014