

Oct. 20, 2014\

REVISED

OFFICERS AND MEMBERS

SENATE PRESIDENT	EDUARDO A. CAIRO	Present
VICE PRESIDENT	KRIS PILON	Present
SECRETARY	PAT ROSE	Present
TREASURER	MANNY PEREA	Present
		Present
ADJUNCT FACULTY	MARK DODGE	Present
CTE: BUSINESS	AHNI DODGE	Regrets
CTE: ENGINEERING	DAVE CUATT	Present
CTE: ENGINEERING	JASON NORRIS	Absent
COMMUNITY EDUCATION CENTER	DANNY HAMMAN	Absent
COUNSELING	SARA MIRANDA	Present
COUNSELING	JAMES ARAGON	Present
ENGLISH	GLORIA HORTON	Present
ENGLISH	TIM MELNARIK	Present
ENGLISH	MARJORIE SMITH	Absent
HEALTH SCIENCES	KRISTIN K. HYATT	Absent
HEALTH SCIENCES	BLANCA RODRIGUEZ	Absent
LANGUAGES	LOKNATH PERSAUD	Present
LANGUAGES	MELISSA MICHELSON	Present
LIBRARY	DOROTHY POTTER	Present
LIBRARY	DAN HALEY	Present
MATHEMATICS	ANN DAVIS	Absent
MATHEMATICS	KATHLEEN UYEKAWA	Present
MATHEMATICS	YOSHI YAMATO (Alt)	Present
NATURAL SCIENCES	RUSSELL DI FIORI	Present
NATURAL SCIENCES/KINESIOLOGY	TERRY STODDARD	Present
NATURAL SCIENCES	KATIE RODRIGUEZ	Present
NATURAL SCIENCES	MARTHA HOUSE	Absent
VISION & PERFORMING ARTS	MARK WHITWORTH	Absent
VISION & PERFORMING ARTS	ROD FOSTER	Absent
VISION & PERFORMING ARTS	YOLANDA MCKAY	Present
VISION & PERFORMING ARTS	SARAH BARKER	Present
SOCIAL SCIENCES	SHAROK BASTANI	Present
SOCIAL SCIENCES	FRANCIS NYONG	Present
SOCIAL SCIENCES	CHERYL BEARD	Present

GUESTS

INTERIM SUPERINTENDENT/PRESIDENT	BOB MILLER	Present
VICE PRESIDENT, ACADEMIC AFFAIRS	KATHY SCOTT	Present

ASSOCIATE VICE PRESIDENT, STRATEGIC PLANNING AND INNOVATION	RYAN CORNNER	Present
COURIER	DANIEL JOHNSON	Present
COURIER	RYAN KERIN	Present
PLANNING & PRIORITIES COMMITTEE	STEPHANIE FLEMING	Present
PCC FACULTY ASSOCIATION	JULIE KIOTAS	Present

I. CALL TO ORDER:

II. PLEDGE OF ALLEGIANCE: Pledge of allegiance led by: Ahni Dodge

III. APPROVAL OF OCT 6 MINUTES: The Minutes stand approved with no objections.

IV. PUBLIC COMMENT: None Submitted.

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

1.	<p>Planning and Priorities Summary of Committee Focus – Stephanie Fleming</p> <ul style="list-style-type: none"> • Address college committee items • Serve as College’s accreditation steering committee • The Committee’s four major goals for the academic year are: <ul style="list-style-type: none"> ○ Guidance and to provide a College Accreditation Self-Evaluation • <u>Deadline information will be forwarded</u> <ul style="list-style-type: none"> ○ Working on an edited draft for presentation and review by the Senate. ○ Deadline date to submit to ACCJC is January 2, 2015 ○ P & P anticipates finalizing the document with all approved edits by November 10, with a submission date of December 10 for Board of Trustees approval. The Senate President will have access to all the drafts and will be provided a copy of the final report by November 10th. • In response to a concern that the Senate President does not approve the revised report because certain Senate-requested changes are not incorporated, S. Fleming said the Committee would engage in collegial discussion to address concerns within a timely manner in the process. The Committee is trying to address concerns now and it is hoped The Senate would provide a recommendation as a body. There is no opportunity for change after November 10th. • Develop a college-wide process in updating of Educational Master Plan (EMP) <ul style="list-style-type: none"> ○ Facilitate Update of EMP ○ Guide College’s planning activities and to work with strengthening the planning process • <u>College Council</u> guidance: the P & P Committee is discussing the pros/cons of whether or not external consultants or PCC’s own resources would best address campus issues. Today the Committee decided to stop the “current process” and to develop a more specific RFP. The Committee did discuss the internal work and membership criteria of the MAC Committee comprised of the Classified Senate, the Academic Senate, and Management executive leadership that is working together to assess how to fix certain campus problems.
2	Student Equity Committee Report: PULLED. To be presented at the November 3 Senate Meeting.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS

1. Vote to approve Yolanda McKay (VAMS) to the Bylaws, Rules and Procedures Committee.
2. Vote to approve Mary-Erin Crook (Languages) and Patricia Lynn (CTE: Business) to the Educational Master Plan Committee

3. Vote to approve David Cuatt (CTE: E & T); Gloria Horton (English); Julie Kiotas (Social Sciences); Zac Matthews (VMPA); and Melissa Michelson (Languages) to the Ad Hoc Committee on Hiring Issues

MOTION to approve Recommendations 1-3 moved and seconded by M. Dodge and R. Foster.

VOTE: Motion passes unanimously.

VII: INFORMATION ITEMS (with possible action taken):

1.	Vote to reconvene Academic Senate Faculty Technology Committee. Discussion was held at last meeting. MOTION to approve Item number 1 moved and seconded by G. Horton and R. Foster. VOTE: motion approved unanimously.
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VIII INFORMATION ITEMS (no action taken)

1.	<p>Faculty needed to serve on hiring Committees: Three faculty for each committee are needed.</p> <ul style="list-style-type: none">• Acting Coordinator, Education Talent Search Program (Chair: Niki Dixon);• Economic & Workforce Development Project Coordinator (Chair: Salomon Davila) <p>Announcement - President Cairó: Not listed is the <u>Dean of Instruction Services</u> which was re-opened as the result of a “failed search.” Based on what happened, there is an investigation of various faculty members. Human Resources has notified President Cairó that it does not want <u>anyone</u> from the former committee to serve on the new committee. There is no policy supporting this action. District confidentiality is involved; information is limited; and the reasons are vague. The Senate Executive Committee recommends that until the investigation is completed, it will not put forward any faculty to serve on this committee.</p> <p><u>Announcement Discussion</u></p> <ul style="list-style-type: none">• The investigation is being handled by an outside investigator.• The committee can “move forward” without faculty volunteers.• Faculty can volunteer.• As a matter of principle, the Executive Committee does not support faculty participation in the faculty volunteer process for this position until there is proper clarification of the facts and pending the outcome of the investigation.• Concern received with the need for <u>faculty representation</u>.• President Cairó is planning to send out an all-faculty email recommending faculty to work to contract. <p>MOTION made and seconded to extend discussion by five minutes MSP by K. Pilon and M. Perea. VOTE: Motion passes unanimously.</p> <ul style="list-style-type: none">• A statement of clarification from HR/Administration is needed.
2	<p>Faculty needed to serve on Shared Governance Enrollment Management Committee: Dr. Kathy Scott The Senate has been asked to reconvene this committee. Purpose: The Committee reviews how classes are scheduled and student needs (access issues, basic skills, degree completion, rotational plans, etc.). Dr. Scott asked for faculty volunteers. Five volunteers are needed.</p> <p><u>Web Site Request</u>: A volunteer tab for this committee will be added to the Senate Web Site.</p> <p>The Senate Board was asked to encourage their division colleagues to volunteer as representatives for their divisions. The committee charge provided on the website was read by Senate Treasurer, M. Perea.</p>

3	<p>Update to Revision of Bylaws Article 5: Committee and Appointments. President Cairó Committee is in process of updating Article 5 and is anticipated to be ready for presentation at the next Senate meeting. Article 6 is scheduled for the next review and revision.</p> <p>Faculty Feedback on the Articles can be sent to President Cairó to forward to committee members.</p>
4.	<p>Opening for 2015 IEC Chairperson: M. Perea</p> <p>The IEC faculty chairperson is a rotating, reassigned time position with a two-year term limit. The current chair has served almost 2 ½ years. The Executive Committee has decided to correct this item and to replace the chair at the start of spring semester. Faculty are urged to consider applying for this position. The procedures do not require committee membership to apply. The IEC is not a shared governance or Senate Committee.</p>
5.	<p>Revision to Professional Conference Attendance, Policy No 5210.10 regarding Lodging Reimbursement. The Senate will ask the College Council to revise/update this policy.</p> <p>To get paid for lodging the faculty conference attendance form requires that travel distance be more than 50 miles from the college. The Policy reads: “for conferences within a fifty (50) mile radius of the college or of an employee’s primary residence (whichever is less). . . “</p> <p>President Cairó said: “If you are not aware of the policy and live less than 50 miles away, you will not get paid.”</p> <p>In response to Y. McKay, Workshops are covered under conference attendance.</p>
6.	<p>Realignment / Update on CAPM Discussion <u>Comments regarding last week’s CAPM Meeting</u></p> <p>Dr. Miller stated the college will hire 5-10 faculty.</p> <p>The Senate Executive Committee expressed its disappointment to President Miller the following day.</p> <p>Dr. Miller said only 5-10 faculty needed to be hired to meet the FON (Faculty Obligation Number).</p> <p>Later, the Executive Committee was told the minimum number FON number would be 11.</p> <p>Because the College is fine “doing the minimum” and in meeting the minimum obligation number, from this point forward, the Executive Committee will only work the minimum release time.</p> <p><u>Discussion:</u></p> <p>Making a decision to work only the 5.5 hours would serious affect the programs of certain faculty.</p> <p>A faculty hire number was announced prior to receiving information from any of faculty hiring needs processes.</p> <p>The College has been asked to increase the number of FT faculty.</p> <p>R Foster. The Contract states 5.5 hours is allowed per week for professional growth, college governance and other professional responsibilities.</p> <p>The Executive Committee could see what figure comes out of the FHPC process to put forth its best argument.</p> <p>The proposed email should be supported by a Senate vote before being sent if it is to be representative of the Senate Board.</p> <p>Comment in support of only working 5.5 professional development hours was received.</p> <p>S. Mirada, EOPS Counselor: This area has open/vacated FT faculty positions that need to be filled.</p> <p>Kris Pilon said Faculty Hiring concerns should be forwarded to the College Council.</p>
7.	<p>Discussion of MAC Committee</p> <p>This Committee [comprised of Management Association, Academic Senate, and Classified Senate Executive Committee members] was formed in response to the Campus Climate Survey and prior to Flex Day to lay out a plan to move forward with obtaining more input from campus community to address the major areas addressed by the Campus Climate Survey. Because the Survey was not administered to students, no students are on this committee. The committee will work towards developing a plan to bring the college together to improve campus climate, improve collaboration, and improve trust.</p> <p>M. Michelson, chair of Ad Hoc Town Hall Committee, is available to contribute if needed.</p> <p>Next meeting date is Oct. 27. Attendance is open to those wishing to attend.</p> <p>The Committee is not creating policy and hopes to address problems internally.</p>

	This process has been announced and Senate representatives were urged to announce this committee process within their division. A. Moore requested PT faculty be included in any committee announcements.
8	Academic Senate Committee House Cleaning The November 3 Senate meeting will be largely dedicated to Senate committee presentations for review of their mission statements and to determine if certain committee statements should be revised or if certain committees need to be removed. There will be discussion on how to encourage faculty participation.

V. REPORTS FROM EXECUTIVE COMMITTEE

R1 President Cairo	The Executive Committee will attend the ASCCC Fall Plenary. No responses were received from faculty regarding workshop attendance. Dean Arnwine will be on the November 3 agenda to discuss discontinuation of a program within the School of Visual, Media and Performing Arts. .
R2 Vice President Kris Pilon	The Planning and Priorities Committee is moving forward with review of different parts and feedback of the report for the college. Bianca Richards was asked for feedback regarding R Building accessibility. Additional areas have been isolated pending feedback. MAC Committee: Request for another RFP for an outside consultant has been covered
R3 Secretary Pat Rose	The Senate Faculty Development Committee will meet Thursday, October 23, to write its mission statement. Urged Senate representatives to meet with any committees they may be sitting on to review and/or develop their mission statements which will be reviewed on November 3 rd .
R4 Treasurer Manny Perea	No report.

VI. STANDING INFORMATION ITEMS

PCCFA	<p>President J. Kiotas: The first offer from the District was received last week. Faculty will need to trust her statement in saying FA “does not want it.” They will have to go to the table to negotiate for a better offer. The FA Board will respond with data. Offers are not revealed until there is some agreement. FA is now agreeing to negotiate.</p> <p><u>Response From President Miller:</u> <u>Offer:</u> The offer is something both sides can work with. The Board of Trustees and Administrative have worked hard to present a workable offer and will work hard to have an approved contract by the end of the academic year.</p> <p><u>CAPM</u> President Miller apologized and said he takes full responsibility for the information presented at the last CAPM with the minimum proposed FON numbers said to be 5-10. After this meeting and following review of additional information received from the state, the correct FON number would be between 11 to 24. Going beyond the number of 24 would be based upon growth needs. It is hoped a decision will be made within the next 60 days to enable a timely hiring process. The state form for the FON number is due November 15th.</p> <p>President Miller invites any faculty member that wants to examine the different elements of the complex FON calculation equation data.</p>
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	<p>Dr. R. Cornner commented on the various data areas from which the FON calculation is based.</p> <p><u>Senate Comments/Concerns</u> Administration should aim for higher than the “minimum” FON number. Many positions vacated by retiring faculty have not been filled. It is overwhelming for many faculty to prepare program and course reviews.</p> <ul style="list-style-type: none"> • Dr. Miller said reviews are an accreditation requirement, and suggested that maybe some of the release time hours could be used to provide reviews that need to get done. <p>Suggestion received for the Faculty Hiring and Priorities Committee to provide data on the most urgent needs for faculty hiring.</p> <p><u>President Miller:</u> Most districts run in the 55/65 percent range. The 75/25 rule is used in determining the number of FT / Adjunct hire numbers. Administration will hire up to the FON requirement. Non faculty are not part of the calculation. The formula used is mandated by the State and district and the numbers are monitored by the Chancellor’s office. Dr. Cornner has been asked to create a report comparing the FT faculty number to areas within the PCC District and other Districts of comparable size. Administration tries to balance the available monies for all academic (FT/Adjunct) salaries. Administration will work on presenting to the Board of Trustees “as high a recommendation as possible” for FT faculty hires -- taking into consideration expenses from other areas whose budget management is affected by faculty numbers (facilities, classroom allocation, etc.).</p>
Adjunct Faculty:	No Report
Classified Senate:	No Report

XII. ANNOUNCEMENTS:

Fall ASCCC Plenary: November 13-15 – Irvine Marriott

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

NEXT SENATE BOARD MEETING: 3 NOVEMBER 2014