

Revised 02/22/2016

FEBRUARY 8, 2016

PRESIDENT	VALERIE S. FOSTER	Present
VICE PRESIDENT	SHELAGH E. ROSE	Present
SECRETARY	STEPHANIE L. FLEMING	Present
TREASURER	JAY CHO	Present
ADJUNCT FACULTY: Mathematics	DWANE CHRISTENSEN	Present
ADJUNCT FACULTY: Natural Sciences	NICK HATCH	Absent
ADJUNCT FACULTY: Social Sciences	MARK DODGE	Present
ADJUNCT FACULTY: VAMS	ALEXIS MOORE	Present
ADJUNCT FACULTY: Eng and Tech	ERIKA RUVEL	Present
BUSINESS	AHNI DODGE	Present
CEC	DANNY HAMMAN	Absent
COUNSELING	JAMES ARAGON	Present
COUNSELING	SARA MIRANDA	Present
COUNSELNG (Alt)	MYRIAM ALTOUNJI	Absent
COUNSELNG (Alt)	CECILIA MEDINA	Absent
DSPS	BIANCA RICHARDS	Present
ENGINEERING and TECHNOLOGY	DAVE CUATT	Present
ENGINEERING and TECHNOLOGY (Alt)	JASON NORRIS	Absent
ENGLISH	GLORIA HORTON	Present
ENGLISH	TIM MELNARIK	Present
ENGLISH (Alt)	MARJORIE SMITH	Absent
HEALTH SERVICES	JO BUCZKO	Present
HEALTH SCIENCES	KRISTIN K. HYATT	Present
HEALTH SCIENCES	BLANCA RODRIGUEZ	Absent
HEALTH SCIENCES	KAREN SKIATHITIS	Present
KINESIOLOGY	TERRY STODDARD	Absent
KINESIOLOGY (Alt)	TAMARA KNOTT-SILVA	Absent
LANGUAGES	LOKNATH PERSAUD	Present
LANGUAGES	MELISSA MICHELSON	Present
LANGUAGES (Alt)	MARY ERIN CROOK	Absent
LANGUAGES (Alt)	CHARLENE POTTER	Present
LIBRARY	DOROTHY POTTER	Present
MATHEMATICS	DAN GALLUP	Present
MATHEMATICS	KATHLEEN HOGUE	Present
MATHEMATICS	CHARLIE HOGUE	Absent
MATH (Alt)	YOSHI YAMATO	Absent
MATHEMATICS (Alt)	GRAYR ANDREASYAN	Present
MATHEMATIACS (Alt)	DONNA NORDSTROM	Absent
NATURAL SCIENCES	RUSSELL DI FIORI	Present
NATURAL SCIENCES	MARTHA HOUSE	Absent
NATURAL SCIENCES	PETER CASTRO	Present
NATURAL SCIENCES	ERIKA CATANESE	Present
NATURAL SCIENCES (Alt)	VERONICA JARAMILLO	Absent
NATURAL SCIENCES (Alt)	KATIE RODRIGUEZ	Absent

PERFORMING/COMMUNICATION ARTS	RITA GONZALES	Present
PERFORMING/COMMUNICATION ARTS	RIKKI MAGEE	Present
SOCIAL SCIENCES	LAUREN ARENSON	Absent
SOCIAL SCIENCES	EDUARDO A. CAIRÓ	Present
SOCIAL SCIENCES	KAITZER PUGLIA	Present
SOCIAL SCIENCES (Alt)	CHERYL BEARD	Absent
SOCIAL SCIENCES (Alt)	LYNORA ROGACS	Present
VISUAL, MEDIA & PERFORMING ARTS	ROD FOSTER	Absent

GUESTS

NOMINATIONS AND ELECTION COMMITTEE	NANCY RUTZEN	Present
		Present
CLASSIFIED SENATE	ROSIE ROBERSON	Present
ASSOCIATE VP/ACADEMIC AFFAIRS	GILBERT LUI	Absent
ENGINEERING	KRIS PILON	Present
MATHEMATICS / Chair: AS Scholarship Committee	XIAODAN LENG	Present
Benefactor: Academic Senate Scholarships	KEITH MILLER	Present

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE led by S. Fleming

C. APPROVAL OF MINUTES for January 25, 2016. Hearing no objections the minutes were approved as submitted.

D. PUBLIC COMMENT:

M. Michelson	Recommended the need for the Committee on Committees to complete its mission of updating the senate's website before submitting other, unrelated recommendations and for drop-down availability to be provided for committees that need members. Suggested the members of the Exc. Committee use their time to chair senate committees given their reassigned time loads.
X. Leng	Professor in School of Sciences and Mathematics and current chair of the Academic Senate Scholarship Committee. Gave brief history of her membership on the Senate Scholarship Committee, the creation of a Foundation (Endowment) Scholarship Fund and discussion with the Foundation Director and Director of Operations and the Senate Executive Committee about the need to increase scholarship fundraising.
K. Miller	Former Academic Senate President and PCC Physics Professor. Has been reassured by the Senate President that Senate Foundation scholarship funds and any future scholarship fundraising will go towards scholarships and nothing else. Recommended there be a designated fund/funds for monies received from future fundraising activities.

E. COMMITTEE REPORTS

1.	Nancy Rutzen: Chair, Nominations and Elections Committee Presented the Spring 2016 Senate Election Timeline Faculty on Sabbatical and leave are eligible to vote. MOTION made and seconded by K. Pilon and J. Buczko approving the timeline. VOTE: Motion passed by a majority vote. President Foster reinstated Robert Rules.
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F. CONSTITUENCY REPORTS

1.	PCCFA: A. Moore, FA Secretary, announced there will be a Membership meeting on February 18 th , 12 Noon. A faculty notice will be sent out soon.
2.	Adjunct Faculty Report: No report.
3.	Classified Senate: No report
4.	Associated Students: No report
5.	Administration/Management Association: No report.

G. ACADEMIC SENATE OFFICERS REPORTS

1.	<p>President's Report: President V. Foster</p> <p>College Council (CC): The Council voted to no longer be a Brown Act Committee. All agendas and minutes will be posted (also codified in the administrative procedure). This action will allow more audience participation and as an advisory committee, agenda items can be added with less than 72-hour notice to address urgent advisement matters. This action was supported by Dr. Vurdien and approved as a pilot action for the current time.</p> <ul style="list-style-type: none">• EACairó: expressed concerns about CC's action referenced above.• M. Michelson: Point of correction made to clarify that Dr. Vurdien was open to the idea proposed by administrative members of the College Council but did not show preference either way.• Secretary Fleming: CC would evaluate the change at the end of the academic year. <p>Budget Retreat: In addition to the members of the Executive Committee, the academic Senators in attendance included M. Michelson, D. Potter, L. Rogacs, K. Pilon, B. and Rodriguez. They looked at requests and ranked them using different lenses (student equity, community outreach and facilities).</p> <ul style="list-style-type: none">• President Foster: felt that some of standards were constraining and is doing research on what can be done for improvement.• K. Pilon: Provided suggestions for improvement of the Budget process on the survey and sent an email to President Foster regarding the need for clearer directions and final budget decisions. <p>Academic Senate Equity Retreat is scheduled for Friday, March 18th. An agenda will be sent out soon. Handout provided: Accreditation Timeline (to be forwarded to all faculty)</p> <ul style="list-style-type: none">• 2/22: Report will be available online to campus community and comments will be solicited.• 3/28: Document comes to the Senate for a First Read• 4/14: Campus Forum for Accreditation
2.	Vice President: No Report
3.	<p>Secretary: S. Fleming:</p> <p>CC is vetting all of the Shared Governance Policies. The packet will include multiple APs, including evaluation of the role of the College Council.</p>
4.	Treasurer: No Report

H. EXECUTIVE COMMITTEE RECOMMENDATIONS (hiring committee members)

1.	<p>Approve the creation of committee to develop criteria and oversee allocation of funds for low income students who are in need of emergency funds for unforeseen events that might hinder their academic progress (names of committees TBD)</p> <p>A Senate group would determine the criteria and process on this campus-wide initiative for the allocation of funds to meet the needs of low income students.</p> <p>A fund for low income students would reside with this committee and not the Senate's scholarship fund.</p>
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MOTION made and seconded by E.A.Cairó and D. Gallup to separate Recommendations 1 and 2.
VOTE: Motion approved.

MOTION made and seconded by E. Catanese and R. DiFiori approving item 1.

Discussion:

Concerns:

There is a gap between low income needs and when financial aid kicks in. Financial Aid does not cover emergency situations.

K. Pilon: There should be a formal Senate vote regarding the allocation of funds before the start of fundraising activities. The Equity Committee has discussed the establishment of an office dealing with homeless students and other groups. Do not want to have duplication of efforts.

S. Fleming: Academic Senate should take a leadership role in contribution to the equity initiatives.

President Foster: The charge of the committee would be to develop criteria for the fund and the process for allocation to the students.

MOTION 1 to extend by 12 min made and seconded by E.A.Cairó and M. Michelson.
Parliamentarian M. Dodge did not hear President Foster call on E.A. Cairó.

MOTION 2 made and seconded by P. Castro and seconded by M. Dodge to extend discussion by 5 minutes.

POINT OF ORDER: M. Michelson: Referenced Roberts' Rules on limit or extending time for debate
Parliamentarian M. Dodge referred to past practice to extend by half of the original discussion time.

VOTE ON MOTION 2: Motion passed by majority vote.

Discussion

G. Horton recommended there be wording addressing the separation of fundraising monies.

K. Puglia: recommended discussion of campus needs and other campus components before approval on this item.

M. Michelson: referenced information that previous senate fundraising was for scholarships.

President Foster: referenced past discussions on the need for both fundraising and social activities and the need for developing a new Foundation fund.

MOTION made and seconded by J. Aragon and M. Dodge to extend discussion by five minutes.
VOTE: Motion passed by majority vote.

President Foster noted that Senate fundraising has been held to assist Disaster Relief, Scholarships, etc. The February 11 Fundraiser/Mixer was not planned by the Scholarship Committee and was planned for a different group of students. Many are not aware of the needs of these students.

L. Rogacs: The proposed language would give the committee leeway to explore this issue (fundraising, establishing of a fund, develop criteria and a process) for the distribution of funds in the name of the Academic Senate. This matter is not unprecedented and the Senate should not forget its goal with an argument over students who are "dropping out of school."

CALL THE QUESTION: S. Fleming

Point of Order and concern received by E.A.Cairó and M. Michelson calling the question at this point.

S. Fleming clarified that time had already been extended twice.

VOTE on CALLING THE QUESTION: Motion passed by a majority vote.

VOTE on FIRST MOTION: Motion passed by majority vote.

POINT of ORDER: EACairó: Said the Senate President is to introduce the motion without an opinion.

2.	<p>Approve Nick Hatch (Natural Sciences) as at-large adjunct senator MOTION made and seconded by M. Dodge and P. Castro approving Recommendation 2. Discussion: N. Hatch would be replacing the position of J. Hallinger.</p> <p>In response to M. Michelson regarding the process for choosing adjunct Senators, President Foster explained that the Senate is following the procedure established during the 2014-15 academic year. The Adjunct Issues Committee chair receives adjunct faculty recommendations received by Senate President (on a first come-first serve basis) for review and input by the committee members. If there are no objections, the recommendation would be forwarded to the Senate President to agendaize for Senate review and approval. Administration had previously approved funding for five adjunct representatives.</p> <p>L. Rogacs: Agreed there is a problem with the process and reminded the Board that she has raised this concern in the past but no one had any objections at that time. Recommends that the Senate develop a mechanism of notifying interested adjunct faculty of opportunities to become adjunct senators.</p> <p>VOTE: Motion passed by a majority approval.</p>
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I. EXECUTIVE COMMITTEE RECOMMENDATIONS (Hiring Committees)

MOTION made and seconded by D. Gallup and L. Rogacs approving recommendations 1-4.

Discussion:

J Aragon and S. Miranda: Item 4 committee needs a volunteer from Student Services.

President Foster: An alternate was chosen for this committee because of a possible volunteer scheduling conflict. Campus wide committee volunteers are received through the “draft” process from the randomized faculty list developed last spring. **Will check with the committee chair about possibly accepting a fourth full-time volunteer.** In response to K. Pilon, the Senate does not approve the FA representative.

MOTION made and seconded by M. Michelson and J. Aragon to split the recommendations by voting on 1, 2 and 3 separately from 4 and 5 **VOTE:** Motion passed.

	<p>MOTION made and seconded by R. DiFiori and R. Gonzales approving Items 1-3. Discussion For clarification C. Potter will be listed under Languages instead of (ESL & Languages). President Foster: Each division had their own democratic process for hiring committee selections. VOTE: Motion passed unanimously.</p>
1.	Approve Mary Erin Crook (ESL), Jennifer Garson (Languages), Charlene Potter (ESL & Languages), to the Dean of Languages and ESL hiring committee.
2.	Approve Sonia Wurst (Business), Carol Kellogg (Business), and Suprio Banerjee (Business) to the Dean of Business hiring committee.
3.	Approve Eduardo A. Cairó (Social Sciences), Suzanne Anderson (Social Sciences), and Michelle Ireland-Galman (Social Sciences) to the Dean of Social Sciences hiring committee.
	<p>MOTION made and seconded by M. Dodge and S. Fleming approving Item 4. Discussion: President Foster: An alternate was chosen because of a possible scheduling conflict with one of the volunteers. The schedule is not determined yet because the committee has to meet. Further addressed for clarification the process and reason for using the “random draft” to contact with volunteer requests.</p>

	VOTE: Motion passed by a majority vote.
4.	Approve Boglarka Kiss (PCA), Terry Stoddard (Kinesiology), Melissa Michelson (ESL) and Gena Lopez (Counseling) as an alternate to the Director of Outreach and Transfer hiring committee.

J. EXECUTIVE COMMITTEE RECOMMENDATIONS (Shared governance committees)

1.	Approve Lynora Rogacs (Social Sciences) to the Planning and Priorities Committee. MOTION made and seconded by E.A. Cairó and A. Dodge for approval of Item 1. VOTE: Motion passed by a majority vote.
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K. EXECUTIVE COMMITTEE RECOMMENDATIONS (Senate Sub-Committees)

President Foster: Sent an email for all the committee vacancies and the recommended names are of those who replied.

1.	Approve Boglarka Kiss (PCA), and Andrzej Bojarczak (Languages) to the Academic Rank Committee.
2.	Approve Rikki Magee (PCA) and Lynora Rogacs (Social Sciences) to the Committee on Academic Freedom and Professional Ethics
3.	Approve Shelagh Rose (ESL), Valerie Foster (Natural Sciences), and Natalie Galindo (PCA) to the Faculty Development Committee.
4.	Approve Lori Gagliardi (Health Sciences) to the Career and Technical Education Committee
5.	Approval of Tamara Knott-Silva (Kinesiology) to the Equivalency Committee

MOTION made and seconded by S. Miranda and R. DiFiori approving Items 1-5.

MOTION made and seconded by M. Michelson and D. Cuatt to separate 3 and 5.

VOTE: Motion passes by a majority vote.

MOTION made and seconded by M. Dodge and D. Gallup approving Items 1, 2 and 4.

Discussion

An email that included all committees listed was sent to all faculty.

VOTE: motion passed by a majority vote approving Items 1, 2 and 4.

MOTION made and seconded by M. Michelson and E. Ruvell approving Items 3 and 5.

Discussion:

M. Michelson: Concerned the drop down menu was not used.

F. Foster reiterated that the faculty did submit their rationale and due to a clerical error, the rationales for both N. Galindo and T. Knott-Silva to J. Benson were accidentally left off of the Committee Volunteer handout. President Foster can forward their statements.

S. Fleming: A campus-wide email was sent out and the names received were the only ones who volunteered.

CALL THE QUESTION: P. Castro.

VOTE: Motion passed by a majority vote.

L. OLD BUSINESS (With possible action to follow)

1.	Approval of BP/AP 4300 Fieldtrips and Excursions (2 nd read) Gloria Horton On hold: This item will be agendized for a future meeting. The latest revisions are not currently available.
2.	Approval of the Legislative Liaison position (2 nd read): Stephanie Fleming

	<p>Revisions were made based on recommendations received from last Senate meeting. Handout provided.</p> <p>MOTION made and seconded by P. Castro and E. Catanese approving Item 2.</p> <p>Discussion:</p> <p>FRIENDLY AMENDMENT made by EACairó for the third sentence in the Proposal to read: “The Academic Senate Executive Committee Board will approve all members applying.</p> <ul style="list-style-type: none"> Not Accepted – Reason: The Executive Committee typically makes these types of recommendations and is needed for an organized way to bring a name forward. <p>The Senate Board has an opportunity to vote “No” on any recommendation.</p> <p>FRIENDLY AMENDMENT made by M. Michelson: For the third sentence to read: “The Academic Senate Executive Committee will recommend a faculty member to the Academic Senate Board for approval ratification.</p> <ul style="list-style-type: none"> Not Accepted – Reason: the word “approval” is used in all of the bylaws. <p>E.A.Cairó: The Senate should have all the names of faculty who want to become legislative liaison.</p> <p>CALL THE QUESTION: P. Castro</p> <p>VOTE: Motion passed by a majority vote.</p> <p>VOTE on MOTION: Motion passed by a majority vote.</p>
3.	<p>Approval of Amendments to the Draft (2nd read): Valerie Foster</p> <p>Concern was expressed from the first read to have 3-5 faculty from each division could harm some of the smaller divisions.</p> <p>Language change: For every 10 full time faculty in a division, 1 faculty representative who is EEO trained will volunteer to serve on ANY campus wide . . .</p> <p>Each division would have at least 1 person and a maximum of 5.</p> <p>MOTION made and seconded by E. Catanese and R. DiFiori approving Recommendation 3.</p> <p>Discussion:</p> <p>President Foster: The previous draft said all faculty names would be randomized. Very few faculty are responding to President Foster and many are not prepared to serve on a committee. There is likely to be more participation if faculty know they are in a pool that would be randomized.</p> <p>S. Miranda suggested having a “random department list” for fairer representation.</p> <p>S. Fleming: made an amendment suggestion to have in the first step in the draft to contact the area to allow it to fill the requested positions and if necessary the draft could be used to fill remaining positions.</p> <p>B. Rodriguez: Area needs to be defined.</p> <p>President Foster: Most positions do not have a specific area.</p> <p>FRIENDLY AMENDMENT made by M. Michelson to strike sentence referencing service during the subsequent summer and school year.</p> <p>MOTION made and seconded by D. Cuatt and B. Richards continuing discussion for 2 ½ minutes.</p> <p>VOTE: motion passed.</p> <p>Response to Friendly Amendment:</p> <p>President Foster: Not accepted. There has been an issue with service in the summer.</p> <p>K. Hogue: Need to address area volunteers pertaining to division deans.</p> <p>Recommends going to volunteers first then going to the draft.</p> <p>President Foster: would extend the volunteer option for positions clearly under a specific area and could add this recommendation for review on the next read.</p> <p>EEO Committee seeks having a diverse set of faculty serving on committees.</p>

	<p>MOTION to extend discussion by 2 ½ minutes made and seconded by D. Cuatt and R. DiFiori.</p> <p>VOTE: Motion passed by majority vote.</p> <p>Discussion:</p> <p>Implementation target is for spring of next year.</p> <p>In response to G. Horton, President Foster will check with HR about limiting the number of committees a volunteer could be on per year.</p> <p>L. Rogacs: Recommends wording for first faculty chosen should be from the area if there is an area of specialty.</p>
4.	<p>Approval of Faculty Hiring Guidelines: Melissa Michelson</p> <p>Revisions made based on first read. Changes were forwarded to HR, followed by committee revisions being made.</p> <ul style="list-style-type: none"> • AP 7212 shows the procedure in place for the membership on a Part-time faculty hiring committee. • P. 4: A Note about Confidentiality: The most up to date confidentiality statement is to be added. • Suggested by HR Director: Pg. 4: What should I expect in terms of time commitment? • Added: P. 7: Created Spring 2016 by the Academic Senate in partnership with Human Resources. • A revised draft is pending and suggested not voting on this document today. • Rogacs: Thanked M. Michelson for her work. • S. Fleming recommended a vote on this item now. The chair of this committee could recommend future revisions. • In response to AP 7212 concerns, L. Rogacs said this document and Administrative Procedures are very different issues. • D. Potter: Typo on page 4. <p>Revisions can be made to this document even if the entire document is approved.</p> <p>MOTION made and seconded by E.A.Cairó and A. Dodge to approve Item 4.</p> <p>VOTE: passed by unanimous vote.</p>

M. ANNOUNCEMENTS

N. ADJOURN:

MOTION to Adjourn, made and seconded by M. Dodge and Peter Castro. **VOTE:** Approved