

MARCH 28, 2016

PRESIDENT	VALERIE S. FOSTER	Present
VICE PRESIDENT	SHELAGH E. ROSE	Absent
SECRETARY	STEPHANIE L. FLEMING	Present
TREASURER	JAY CHO	Present
ADJUNCT FACULTY: Natural Sciences	BEVILLE CONSTANTINE	Present
ADJUNCT FACULTY: Natural Sciences	NICK HATCH	Present
ADJUNCT FACULTY: Social Sciences	MARK DODGE	Present
ADJUNCT FACULTY: VAMS	ALEXIS MOORE	Present
ADJUNCT FACULTY: Eng and Tech	ERIKA RUVEL	Present
BUSINESS	AHNI DODGE	Regrets
CEC	DANNY HAMMAN	Absent
COUNSELING	JAMES ARAGON	Absent
COUNSELING	SARA MIRANDA	Absent
COUNSELNG (Alt)	MYRIAM ALTOUNJI	Present
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	Absent
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	Absent
LANGUAGES (Alt)	MARY ERIN CROOK	Present
LANGUAGES (Alt)	CHARLENE POTTER	Present
LIBRARY	DOROTHY POTTER	Present
MATHEMATICS	DAN GALLUP	Present
MATHEMATICS	KATHLEEN HOGUE	Present
MATHEMATICS	CHARLIE HOGUE	Present
MATH (Alt)	YOSHI YAMATO	Absent
MATHEMATICS (Alt)	GRAYR ANDREASYAN	Absent
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	Absent
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	LYNORA ROGACS	Present

SOCIAL SCIENCES	EDUARDO A. CAIRÓ	Present
SOCIAL SCIENCES	KAITZER PUGLIA	Absent
SOCIAL SCIENCES (Alt)	CHERYL BEARD	Present
SOCIAL SCIENCES (Alt)	CHRISTOPHER JIMENEZ Y WEST	Regrets
VISUAL, MEDIA & PERFORMING ARTS	ROD FOSTER	Absent

GUESTS

ASSOCIATE VP/ACADEMIC AFFAIRS	KATHY SCOTT	Present
NOMINATIONS AND ELECTIONS COMMITTEE	NANCY RUTZEN	Present
SCHOLARSHIP COMMITTEE	XIAODAN LENG	Present
CLASSIFIED SENATE	ROSIE ROBERSON	Present
ASSOCIATE VP/ACADEMIC AFFAIRS	GILBERT LUI	Absent
ENGINEERING	KRIS PILON	Present
PCCFA	JULIE KIOTAS	Present

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE led by S. Fleming.

C. APPROVAL OF MINUTES for March 14, 2015

In response to K. Pilon, at the last meeting, S. Fleming said that she had requested that Dave Cuatt contact her in regards to what direction the Bylaws Committee wishes to take.
The minutes were approved as submitted.

D. PUBLIC COMMENT: None

E. COMMITTEE REPORTS

1.	<p>Nominations and Elections Committee: Nancy Rutzen Reviewed the Nominations and Committee timeline process approved by the Senate on February 8 and its current status.</p> <p><u>First Order of Business</u> <u>An email request was received from President Foster</u> inquiring if the Committee could organize a faculty</p> <ul style="list-style-type: none"> • This is a good idea for next year, but there is not enough time to organize the requested event. • The current timeline cannot be amended. Debates guidelines should be mutually agreed upon advance. The Committee should not be charged with scheduling dates. <p><u>A request was received (requestor not identified)</u> about campaigning on line.</p> <ul style="list-style-type: none"> • Platform statements were sent to the committee and emailed to all faculty and a hard copy is included with the ballot. The (Senate's) bylaws have not been revised to amend this practice. <p><u>Second Order of Business</u> The Committee needs the Senate to send two volunteers/observers to the ballot count. A volunteer request was submitted by M. Bonilla and forwarded to N. Rutzen by President Foster. K. Pilon volunteered from the floor.</p> <p><u>Ballot Count Observer Guidelines</u></p> <ul style="list-style-type: none"> • Arrive by 2:45 PM on April 7th (Rm. C225) • Cannot bring into the room any electronics (no cell phones or computers); backpacks or purses or satchels or documents. These rules also apply to the Committee members. • Ballot results will be announced next Thursday.
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	<p>MOTION made and seconded by M. Dodge and E.A.Cairó approving M. Bonilla and K. Pilon as observers and C. Potter as an alternate for the Academic Senate Election Ballot Count.</p> <p>VOTE: Motion was unanimously approved.</p> <p>In response to E.A.Cairó's request for Senate review of the committee concerns, President Foster asked the Committee to submit its recommendations for future Senate discussion.</p>
2.	<p>Scholarship Committee: Xiaodan Leng</p> <p>From approximately 100 applicants, the Committee has agreed to award:</p> <ul style="list-style-type: none"> • \$2600 to fund seven Dean's Honors Scholarships and • \$1500 to fund one Keith Miller Educational Scholarship <p>MOTION To Suspend Rules made and seconded by K. Pilon and Peter Castro.</p> <p>VOTE: Unanimously Approved</p> <p>MOTION made and seconded by S. Fleming/R. DiFiori approving the allocation of scholarship monies.</p> <p>VOTE: Approved unanimously.</p> <p>MOTION made and seconded by B. Richard and M. Dodge approving the transfer of funds from the Academic Senate Scholarship account to the PCC Foundation/Academic Senate Scholarship account enabling donors' contributions to be tax deductible.</p> <p>VOTE: Motion approved unanimously.</p> <p>RULES REINSTATED.</p>

F. CONSTITUENCY REPORTS

1.	<p>PCCFA: R. Foster:</p> <p>Two weeks ago FACC hosted a presentation by J. Lightman about proposed state-level, community college legislation.</p> <p>The PERB agreement was reached with administration several weeks ago and approved by the Board of Trustees on March 1. PCCFA held a meeting last Thursday regarding distribution of funds. An Email or a letter in the mail was sent to faculty qualifying for distribution of funds for winter 2013. Those who have not received information may contact S. Anderson at x7495 for help.</p>
2.	<p>Adjunct Faculty Report: M. Dodge:</p> <p>The Adjunct Faculty Issues Committee agreed to hold walk-in office hours, starting two weeks from this date at 2PM in C217. Senators were asked to tell their adjuncts.</p>
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: The District Tech Committee (formerly the shared governance Technical Advisory Committee) has sent out a survey about tech needs across campus. Senators were asked to respond to this survey.</p> <p>Revamping President's Evaluation:</p> <p>Has spoken in the past with the Board of Trustees and the President about this major issue.</p>
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	<p>President Foster will be in contact with Dr. Vurdien about adding faculty input. The Board as agreed to redo their policy. One consulting firm will be selected from three firms presented by the President.</p> <p>March 25, 2016 Senate Equity Retreat Positive input was received. Encouraged the Senators to attend other equity retreats to be offered throughout the year. The next Flex Day will most likely be equity themed.</p> <p>R. Magee expressed concern that Senator attendance was low. President Foster agreed there needs to be more Senator participation. The change of date for this event was a factor. Ideas were received on changing everyday practices at both student and employee levels. Additional ideas and feedback may be relayed to President Foster. B. Richards said it is good to attend this event more than once.</p>
2.	Vice President: No Report
3.	Secretary: No Report
4.	Treasurer: No Report

H. EXECUTIVE COMMITTEE RECOMMENDATIONS (hiring committee members)

1.	<p>Approve Bucky Bhadha (Social Sciences) to the Professional Development Standing Committee There is currently one open position on this committee.</p> <p>MOTION approving Recommendation 1 made and seconded by EACairó and L. Rogacs. Discussion. K Pilon: Asked why other volunteer names were not recommended. President Foster: The Senate President recommends faculty to shared governance committees followed by Senate approval. K. Pilon and M. Michelson also forwarded their names as volunteers. President Foster decided to recommend B. Bhadha, whose name was forwarded by L. Rogacs, because she is very qualified for this position and her position would offer a diverse voice from a shared governance perspective. B. Bhadha has been extensively involved with professional development activities and is not on as many committees as the other two faculty member expressing an interest in volunteering.</p> <p>EACairó: In reference to an email from President Foster to M. Michelson, he said the Senate should decide if a volunteer is too busy or serving on too many committees.</p> <p>VOTE: Motion was unanimously approved.</p>
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I. EXECUTIVE COMMITTEE RECOMMENDATIONS (Hiring Committees)

	<p>MOTION made and seconded by K. Pilon and G. Horton to separate Recommendation 5 from 1-4. VOTE: Motion approved by majority vote.</p>
	<p>MOTION made and seconded by M. Dodge and C. Hogue approving Recommendations 1-4. VOTE: Motion unanimously approved.</p>
1.	Approve Kris Pilon (E&T) and Xiaodan Leng (Mathematics) to the Faculty Development Committee
2.	Approve Theresa Cummings (Business) and Arineh Arzoumanian (E&T) to the CTE committee
3.	Approve Alicia Vargas (Business) to be co-chair of the C&I Committee (Lyman Chaffee is stepping down)

4.	Approve Arineh Arzoumanian (E&T) to the Learning Assessment Committee
	<p>MOTION made and seconded by R. Gonzales and E.A.Cairó approving Recommendation 5.</p> <p>Discussion: The Senate Board previously approved the establishment of the “Committee to Help Low Income Students”. It will be up to this committee to decide on its actual name, its charge and parameters and how the fundraising funds will be allocated.</p> <p>VOTE on Motion approving Item 5: Unanimously approved.</p>
5.	Approve Derek Milne (Social Sciences) to be chair of the “Committee to Help Low Income Students” Discussion: L. Rogacs: The committee was approved by the Senate.

J. OLD BUSINESS (with possible actions to follow each item)

1.	Approval of AP 7212 Adjunct Hiring revisions (2 nd read): Lynora Rogacs POSTPONED
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K. NEW BUSINESS

1.	<p>Discussion of Accreditation Follow-up Report: Lynora Rogacs</p> <p>The version of the document currently existing online and forwarded to everyone is a “tracked changed” document with revisions made by the Planning and Priorities Committee. Senate guidance is requested for standing issues and not grammatical and punctual changes. All groups had a faculty co-chair. This document was available for public comment on-line for over a month. Feedback has been provided in the revised document. Planning and Priorities issues would be sent back to this committee for review and feedback.</p> <p>Dr. Scott: this document has been revised following a collaborative effort with faculty, administration staff and students.</p> <p>Lynora Rogacs’ response to E.A.Cairó about the time frame for Senate review was: “time is of the essence.” Senate feedback will be forwarded to Planning and Priorities which would be followed by additional Senate review for approval or non-approval of these sessions of the follow-up report. This process has to happen this academic year because there are not enough Academic Senate meetings remaining this semester to finalize the report before it is due to the ACCJC. This document was made available on-line for over a month, it was announced in <u>Inside PCC</u>, President Vurdien sent out a campus-wide email with a URL link on where it was available and announced twice in the Academic Senate.</p>
	MOTION made and seconded by M. Dodge and B. Richards approving Section i.
i.	<p>Approve Recommendation 1.</p> <p>President Vurdien has asked that a brief narrative on the Budget Retreat Evaluation process be included. Dr. Scott, L. Rogacs in consultation with Institutional Effectiveness will write-up a brief paragraph to be reviewed by the Senate for inclusion at the end of this document.</p> <p>Dr. Scott: Three sections (paragraphs) to be written and added at the end of Recommendation I within several days are:</p> <ul style="list-style-type: none"> • The Annual Update survey

	<ul style="list-style-type: none"> • What could be improved in the budget (from the retreat) • Need to look at how the annual update process will inform the budget development process. <p>President Foster: additional paragraphs will not change the content of this document and will be presented to the Senate for review and input.</p> <p>Kris Pilon: Urged the Senators to read and review these recommendations for future Senate discussion.</p> <p>MOTION to extend discussion for 5 minutes made and seconded by C. Potter and R. DiFiori. VOTE: Approved by majority vote.</p> <p>K. Hogue: Non-discussion on this matter by some could be a reflection that some of the Senators are in agreement with how this document has been written. S. Fleming: Many individuals/groups have reviewed and vetted this document. C. Potter: Suggested the process from the various review groups be written and presented. M. E. Crook: suggested that the review process for the planning model be written as a basis from which to work. S. Fleming: C. Kollross' office is developing a Planning Handbook where this process will be available. Dr. Scott: The evaluation process will identify what changes need to be made.</p> <p>MOTION to extend discussion five minutes made and seconded by K. Pilon and K. Hyatt. VOTE: Motion approved unanimously.</p> <p>It was agreed on by the Senate and L. Rogacs that the graphic on page 5 would be revised should show <u>a Common List is agreed upon</u> by faculty and administration and not presented by the Faculty Hiring Priorities Committee to Administration.</p> <p>VOTE: Motion passed by a majority vote.</p>
ii.	<p>MOTION made and seconded by K. Hogue and C. Hogue approving Recommendation 2. VOTE: Motion approved by a majority vote.</p>
iii.	<p>MOTION made and seconded by R.DiFiori and P. Castro approving Recommendation 3. VOTE: Approved by majority vote:</p>
iv.	<p>MOTION made and seconded by M. Dodge and R. DiFiori approving recommendation 4. VOTE: Motion approved by a majority vote. Recommendations v-ix will be presented at the next Senate meeting for review and action. J. Kiotas: This document is a completely accurate representation of what happened at FA negotiations.</p>
2.	<p>Discussion of FLEX 2017/2018 Susan Bower Handout Topics:</p> <ul style="list-style-type: none"> • Discussion of FLEX Program 2017/2018 Academic Senate Meeting: (032816) • Pre-FLEX Advisory Committee Meeting (022216) • Proposed 2/16/2017 FLEX Advisory Committee Membership Composition (suggested by a sub-group of the FLEX Advisory Committee who prepared and planned the fall 2015 Flex Day). • 2015/2016 FLEX Advisory Committee Membership Composition • Plans for the 2016/2017 FLEX Days (100616 and 030917) <p>Flex Day 2017/2018: changes need to be proposed soon to be reflected on the fall calendar.</p> <p>Loknath Persaud: For 2016/2017 The Senate Calendar committee is considering scheduling two FLEX day times.</p>

	<p>S. Bower: The original FLEX program was started back in the 1970s to allowed faculty to get together to meet, make decisions and improve what is being done in the classroom. A truly flexible calendar would not require everyone to attend a day or two out of the instructional year to participate in professional development activity such as this.</p> <p>In response to a question about who the Committee reports to, S. Bower feels the Committee should communicate with both the Professional Development Standing Committee and College Council. Because the Committee's membership is comprised of faculty, management and classified, it would not be required to report to the Academic Senate but should keep them informed.</p> <p>K. Hogue: It is hard for Mathematics to make time for meeting attendance because of calendar and block scheduling changes and in general Math faculty would not want to give up another instruction day for a FLEX day. Recommends scheduling FLEX days before the start of classes.</p> <p>EACairó: Supports FLEX day attendance for professional development courses throughout the year.</p> <p>MOTION to extend discussion five minutes made and seconded by K. Pilon and K. Hyatt. VOTE: Motion approved.</p> <p>S. Bower: The handout information will be sent electronically to all Senators by J. Benson for review and input by their area's constituents.</p> <p>President Foster: The Senate needs to be able to forward future FLEX Day suggestions to the Calendar Committee soon. Examples: Two Flex Days or Total Flexible Calendar or a Hybrid Model (Convocation Day) plus other options.</p> <p>S. Bower: Dr. Vurdien and the Committee supports there being a Convocation Day the Friday before school starts along with a possible afternoon component where departments get together. There could be a separate FLEX day in the spring with a different structure.</p> <p>S. Bower: Direct division feedback would be preferred by the Committee versus sending out a survey. Suggestions and ideas may be forwarded to S. Bower (slbower@pasadena.edu / x7167) .</p> <p>President Foster: This matter will be agendized at a future Senate agenda for review of area input and a vote.</p>
3.	<p>Approval of Open Educational Resources (OER) resolution: Lynora Rogacs MOTION made and seconded by B. Constantine and R. DiFiori approving Recommendation 3.</p> <p><u>Discussion</u></p> <p>L. Rogacs, J. Kiotas, S. Bower and W. Butler attended a conference on March 2 regarding Open Educational Resources to learn more about a State of California grant program in which colleges could be awarded from 10K-50K to help train faculty in the adoption of open educational resources (OER). These are high quality materials written from other institutions that would be available to students for free (generally electronically, or otherwise) for various disciplines/courses. It is anticipated some of these funds can be applied to training faculty on methods by which they could incorporate these resources into their own courses (going towards professional development).</p> <p>Criteria to secure these professional development funds: The adoption of an OER resolution by the Academic Senate would be a commitment to provide OER faculty development and is required for the funding. Adoption of OER would be optional and not a faculty mandate. This resolution is similar to what was approved in the CSU Academic Senate system. After Senate approval, the committee designated to explore this action would present Senate with an action plan for vetting and approval.</p>

	<p>J. Kiotas: Having OER information on the course syllabus would be a part of a long-term plan. There currently are schools that have this information on their syllabi and course schedules.</p> <p>Lynora Rogacs: To secure funding in the preliminary stages, 10-50 sections are needed to adopt OER resources along with showing a cost savings of 30% to the students in these sections. Greater funding is available to colleges who have whole pathways that are purely OER.</p> <p>J. Kiotas: The 50 most subscribed courses on college campuses in the state of California have available, peer reviewed, high-quality, OER materials. Training involves learning the technology, and how to integrate it into Canvas. OER materials are updated faster online than textbooks. Printouts can be ordered at a low cost.</p> <p>Lynora Rogacs: Funding designation is based on section numbers: \$1000/per class section. Funding would help facilitate professional development opportunities for the faculty who simply want to make this change.</p> <p>MOTION made and seconded by D. Potter and K. Hyatt extending discussion by five minutes. VOTE: Motion approved unanimously.</p> <p>J. Kiotas: The Chancellor is requiring support of OER. Resources are high-quality.</p> <p>L. Rogacs: OER is open to various disciplines. For this year and because of time limitations in regards to training, faculty would need to be identified who are already proficient with Canvas. To reapply for next year, the number of sections would need to be doubled.</p> <p><u>L.Rogacs</u> -- Identified barriers could include faculty commitment of “adopting a new text book” and/or logistical concerns (not all students have internet access at home). Being an equity issue, Dr. Olivo would support the opening of a 24-hour computer lab with an available plain clothes cadet for security purposes.</p> <p>Material availability depends on what is being taught. There are several on-line databases that can be forwarded.</p> <p>MOTION to extend discussion by five minutes made and seconded by B. Richards and D. Gallup. VOTE: Motion approved unanimously.</p> <p>Several comments received in support of the Senate promoting technology, for college campuses to remain tech savvy, and to save the students money.</p> <p>President Foster: Requested the Senators obtain faculty input before a vote at the next Senate meeting.</p>
4.	<p>Approval of AP 7210 Faculty Hiring Procedure DICTATION POINT: 1:33:10</p> <p>President Foster is Chair of Faculty Hiring and Priorities Committee. Handout provided. Tracked changes on the Senate’s handout were discussed and approved by the FHPC. Preference is to discuss only the proposed changes, which are few and basically show changes in the composition of the committee. A comprehensive document review or change would require consultation with other areas such as HR. The committee agrees on having alternates to maintain division representation.</p> <p><u>S. Fleming to run this portion of the meeting.</u></p>

Additional Changes

K. Pilon's changes received several days ago will need to be reviewed/voted on by the Committee.

Additional changes (not relating to Committee Composition) may be forwarded to President Foster. EACairó:

- Have Hiring Requests submitted by the 3rd week of the spring instead of fall semester.
- By the 8th week of the **spring** semester, the Senate will convene the FHPC.
- What happens to a position if a good candidate is not found should be codified.

MOTION made and seconded by K. Pilon and D. Gallup to extend discussion by five minutes.

VOTE: Motion passed

President Foster: Asked for conversation to be focused on the proposed changes.

Additional changes are welcomed and may be relayed to President Foster to present in discussion with the President at CAPM.

In response to K. Pilon, President Foster will check with C. Kollross regarding the possibility of getting data in the spring which could enable filling positions more smoothly.

D. Potter: The committee composition does need to be cleaned up. Having a spring process might be impeded if retiring faculty do not commit to retiring early in the fiscal year.

EACairó: A full review of this policy would make the process more streamlined in the following year. Additional suggestions:

7.b. The Committee shouldn't be forced to send three or two or more acceptable candidates if the committee has none to recommend.

In reference to the FHPC shall review the FHPC procedures – How and when is this to happen? .

Part c should read **The Hiring Committee shall** formulate the criteria and method of evaluating ...

MOTION made and seconded by R. DiFiori and B. Richards to extend discussion for five minutes.

VOTE: Motion approved by majority vote.

L. Rogacs: More review is needed for point 8 f. 1.

Extensive revisions may be emailed to President Foster for presentation at CAPM.

S. Fleming asked for all in favor of adopting the changes as presented by President Foster and approved the FHPC.

VOTE: Approved by a majority vote.

L. ANNOUNCEMENTS

M. ADJOURN: Motion to adjourn made and seconded by S. Fleming and M. Dodge