

SF 041316 & 042516

APRIL 11, 2016

PRESIDENT	VALERIE S. FOSTER	Present
VICE PRESIDENT	SHELAGH E. ROSE	Present
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	Present
COUNSELING	JAMES ARAGON	Present
COUNSELING	SARA MIRANDA	Absent
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	Absent
HEALTH SCIENCES	BLANCA RODRIGUEZ	Absent
HEALTH SCIENCES	KAREN SKIATHITIS	Absent
KINESIOLOGY	TERRY STODDARD	Present
KINESIOLOGY (Alt)	TAMARA KNOTT-SILVA	Absent
LANGUAGES	LOKNATH PERSAUD	Absent
LANGUAGES	MELISSA MICHELSON	Present
LANGUAGES (Alt)	MARY ERIN CROOK	Present
LANGUAGES (Alt)	CHARLENE POTTER	Absent
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	Absent
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	Absent

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

GUESTS

ASSOCIATE VP/ACADEMIC AFFAIRS	KATHY SCOTT	Present
CHAIR, PDSC, FDC	SUSAN BOWER	Present
INSTITUTIONAL EFFECTIVENESS	CRYSTAL KOLROSS	Present
PDCS	LESLIE TIRAPELLE	Present
DISTANCE EDUCATION	RHEA PRESIADO	Present
NOMINATIONS AND ELECTIONS COMMITTEE	NANCY RUTZEN	Present
EXC DIR. STRATEGIC COMMUNICATIONS / MKT	ALEX BOEKELHEIDE	Present
FACULTY DEVELOPMENT COMMITTEE	SUSAN BOWER	Present
CLASSIFIED SENATE	ROSIE ROBERSON	Present
ASSOCIATE VP/ACADEMIC AFFAIRS	GILBERT LUI	Present
ENGINEERING	KRIS PILON	Present
PCCFA	JULIE KIOTAS	Absent

- A. CALL TO ORDER**
B. PLEDGE OF ALLEGIANCE led by G. Horton.
C. APPROVAL OF MINUTES for March 28, 2016 were approved as submitted.
D. PUBLIC COMMENT: None

Kris Pilon	Building Construction Program: The instructor has re-written the classes and would like this program to be reinstated on the books. Because the dean has refused to approve the series of a 10-unit class, K. Pilon asked for Senate to consider writing a resolution in support of the instructor.
Dave Cuatt	Nationally renowned poster artist, David Byrd will be coming to PCC Friday, April 15, Room V106, 11am-2pm. This presentation will relate to music, history, culture, theater, and graphic arts. Handouts provided.
M. Michelson	M. Michelson asked for transparency within the faculty hiring committee volunteer process. She said she had received comments from faculty saying they had not been contacted in regards to faculty hiring committee volunteer opportunities. In response, President Foster said she has been using the Senate-approved randomized faculty list for contacting faculty who have been EEO trained for the various hiring committee requests and faculty may contact her with their concerns.

E. COMMITTEE REPORTS

1.

Nominations and Elections Committee: Chair: Nancy Rutzen
N. Rutzen thanked J. Benson for her support; committee members: R. D'Amico, K. Goguen, C. Hogue and Observers: M. Bonilla and K. Goguen; and all the candidates who put their names forward.
Congratulations were extended to the officers-elect by the Senate Board.
Official Tally Count:

2016-2017 Officer's Elect		
Position	Names	Tally
President	Valerie Foster	159
Vice President	Shelagh Rose	164
Secretary	Stephanie Fleming	169
Treasurer	Jay Cho	161

	Names	Tally
President	Eduardo A. Cairó	110
Vice President	Dave Cuatt	106
Secretary	Tim Melnarik	102
Treasurer	Lauren Arenson	108
The Nominations and Election Committee will work with the Bylaws Committee to specify the parameters of the election process.		

F. SPECIAL REPORTS

1.	<p>Alex Boekelheide: Campus Website and Syllabi</p> <p>A. Boekelheide: Executive Director, Strategic Communications and Marketing</p> <p>The campus is currently undergoing a website upgrade. A major goal in this process is to help enhance the campus' compliance with Section 508, the Rehabilitation Act of 1973, which deals with accessibility. Documents posted on the website or portal, including syllabi, must meet these standards to ensure they are accessible to all audiences. When the existing software changes, the campus hopes to use a new product called Concourse which aids in the uploading of syllabi and it will be integrated with Canvas.</p>
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G. CONSTITUENCY REPORTS

1.	<p>PCCFA: R. Foster:</p> <p>Nominations for FA Board officers will end today.</p> <p>Pending: Announcement of the FA's year-end meeting. Outcomes of the faculty survey on work conditions will be shown. Lunch will be served.</p>
2.	<p>Adjunct Faculty Report: M. Dodge:</p> <p>Adjunct Faculty Issues Committee recommendations.</p> <ul style="list-style-type: none"> To allow adjunct Academic Senators to vote for the Senate Executive Committee by next March. Ensure that all Adjunct Senators can attend the committee meetings. To allow rotation the Adjunct Faculty Committee chair.
3.	Classified Senate: No Report.
4.	<p>Associated Students: G. Lui</p> <p>Associated Student Office is currently accepting two scholarships. Deadline: April 14.</p> <p>Application timeline for a third scholarship by AS students who have given up their stipends to fund four student awards/scholarships will begin April 12.</p> <p>Requirements: 3.0 GPA; be currently enrolled with 9 units and two essays.</p>
5.	Administration/Management Association: No Report.

H. ACADEMIC SENATE OFFICERS REPORTS

1.	<p>President's Report: President V. Foster</p> <p>President's Evaluation: President Foster has been working with the President and Board to return faculty input into the president's evaluation. At the last Board meeting Dr. Vurdien presented his plan for input into this process. He is open to feedback from the various campus constituency groups.</p> <p>Timeline: The evaluation will be sent out on April 15th, results to be collected by May 6, followed by a summary by the end of May.</p> <p>Faculty Hiring Procedure Concerns:</p> <p>President Foster has received hiring committee procedure concerns from faculty about administration's understanding of the hiring committee process. Following similar concerns expressed from senators from English, the Library, and Languages, Senate Secretary, S. Fleming recommended the Senators to encourage their faculty to familiarize themselves with what the procedures are in case they need to notify the hiring committee manager of any concerns.</p>
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	L. Rogacs: The hiring process was said to have been last revised in 2012. L. Rogacs: K. Scott and Dr. Vurdien have been informed of the procedures. In response to E.A.Cairó, President Foster will check to see if this revision was approved by the Senate.
2.	Vice President: Annual Senate Banquet: A "Save The Date" email has been sent out to campus announcing the Senate's Annual Banquet to be held on Friday, April 29, 6-8PM at El Torito. Ticket Cost: \$35. Awards to be announced will be for the two Risser awards and the Senate's Ralph Story, Unsung Hero, and two new awards: Most Valuable Adjunct and the Senate President's 10+1 awards. Ticket limit is 140. Ticket sales are ongoing at the Student Bank. Additional miscellaneous costs are estimated to be \$500 or less.
3.	Secretary: No Report
4.	Treasurer: No Report

I. EXECUTIVE COMMITTEE RECOMMENDATIONS (hiring committee members)

MOTION made and seconded by R. Foster and B. Richards approving Items 1-4.

Discussion:

For Item 4. Jay Cho said expenses should not exceed \$5,000 and approximately \$17000 would be remaining in the Senate budget.

This year there are 23 Risser nominees and the classified staff and new faculty have been invited.

The 2015 Banquet expenses were \$3634.99.

Past Scholarship reception attendance has been approximately 25. Enough Refreshments will be ordered for the reception and for the last Senate Board meeting.

approximately \$17,000 would be remaining in the Senate's budget

VOTE: Motion approved by majority vote.

1.	Adopt a resolution in support of Lynell Wiggins (Counseling) to run for the ASCCC Executive Committee. President Foster: Officers at the state level have encouraged L. Wiggins to run for this position. What's been recommended is that the PCC Senate approve a resolution of support to allow him to meet the qualifications to run for the Statewide Senate. Resolution provided and read.
2.	Approve expenditure for Lyman Chaffee's (co-chair of C & I) "good bye" party not exceed \$100 (requested by Janis Dwyer, co-chair of Curriculum & Instruction Committee)
3.	Approve expenditure for the Scholarship Reception not to exceed \$500 (requested by Xiaodan Leng, chair of the Scholarship Committee)
4.	Approve expenditure for the Academic Senate Banquet not to exceed \$3,500 (requested by Shelagh Rose, chair of the Banquet Committee)

J. EXECUTIVE COMMITTEE RECOMMENDATIONS (Hiring Committees)

	<p>President Foster received a request from Senator, Counseling Representative, J. Aragon, to consider adding a counselor to the Student services Hiring committee. Because no counselors had responded to the initial request, President Foster contacted the dean in this area to run an election, resulting in the election of Ana Ramos as 1 Counselor to be approved for Recommendation 2.</p> <p>MOTION made and seconded by C. Hogue and E.A.Cairó to approve Recommendations 1 and 2.</p> <p>Discussion:</p> <p>J. Aragon is the only faculty currently on The Student Services Hiring Committee.</p> <p>M. Michelson suggested hiring committee emails could be sent to all names on the hiring committee volunteer list. President Foster said she followed all procedures approved by senate in contacting faculty for the hiring committee.</p> <p>VOTE: Motion approved unanimously.</p>
1.	Approve James Aragon (Counseling) to the Coordinator, Upward Bound Program Hiring Committee
2.	Approve Julie Kiotas (Social Sciences), Stephanie Fleming (Performing and Communication Arts), and Ana Ramos (Counseling) to the VP, Student Services Hiring Committee.

K. EXECUTIVE COMMITTEE RECOMMENDATIONS (shared governance committees) (with possible actions to follow each item)

	<p>MOTION made and seconded by J. Aragon and G. Horton approving recommendation 1.</p> <p>VOTE: Motion approved unanimously.</p>
	<p>NAME WITHDRAWN Pending Submission of Statement of Intent:</p> <p>Vanitha Swaminathan (English) to the EEO Committee</p>
1.	Approve Kirsten Ogden (English) to the Equity Committee

L. EXECUTIVE COMMITTEE RECOMMENDATIONS (Senate sub-committees)

MOTION made and seconded by M. Dodge and R. DiFiori approving Recommendation 1 and 2

Discussion: President Foster: In the future she will encourage the committee to change the committee name. Not all Senate Committees have been added to the drop-down menu (including this committee) because the web site is being revised. Volunteers interested in a committee appointment may contact her.

VOTE: Motion approved by majority vote.

1	Approve Arineh Arzoumanian (E&T), Emily Fernandez (English), and Anthony Francoso (Social Sciences) to the "Committee to help low income students".
2	Approve Zoe Wu (Languages) as alternate to Charlene Potter on the Faculty Hiring Priorities Committee.

M. OLD BUSINESS

1	<p>Approval of FLEX 2017/2018 Plan: Susan Bower</p> <p>Handout: Potential FLEX Plans for 2017/2018 Academic Year:</p> <ul style="list-style-type: none"> • Plan A: 2 days "together" (as for 2016/2017) • Plan B: 2 days "flexible" • Plan C: 1 day "together" + 1 day "flexible" <p>For the "flexible" options, attendance would not be required at the campus-wide day if required hours are met through other activities.</p> <p>An approved plan for 2017/2018 is needed to forward to the Campus Calendar Committee.</p> <p>Discussion</p> <p>An additional position is to be added to the Flex Day Committee membership.</p> <p>The PR representative has been a classified member and can participate in a committee vote.</p> <p>The PD director is currently L. Tirapelle.</p> <p>E.A. Cairó suggested formalizing the process of appointment at least two members from the Senate</p>
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	<p>Executive Board.</p> <p>MOTION made and seconded by J. Aragon and T. Stoddard to extend discussion by five minutes. VOTE: Motion approved.</p> <p>C. Hogue: The Math division would prefer not having Flex Days during class time (prefer two days before and two days after the semester). Negotiations would be required for FLEX days scheduled before the school semester. B. Richards: DSPS would pursue having a flexible day along with having FLEX days before the start of the semester. At the last Senate meeting a decision was made for the committee members to survey their faculty for review and input of Plans A, B and C for discussion at today's Senate meeting.</p> <p>In response to M. Michelson, S. Bower said the Flex Advisory Committee would probably not be overseeing approval of department meetings.</p> <p>MOTION to extend discussion by five minutes made and seconded by J. Aragon and E.A.Cairó. VOTE: Motion approved.</p> <p>The Flex Advisory Committee's job is to plan for FLEX Day. The Committee's job will be dictated by what the FLEX plan is. President Foster said there is a Chancellor's office guideline for professional development activities and there should be no fear of rejection of what various areas/departments want to do.</p> <p>J. Aragon: Counseling supports getting together at least one day in the academic year. Concern with where is accountability in having flexible days.</p> <p>S. Fleming: Based on conversation with faculty and today's input, encourages Senate approval of Plan B for 2017/2018 and for the FA to consider negotiating for a possible Plan C for the following year.</p> <p>Last year's FLEX day cost was close to \$20,000. Mary Erin-Crook: Plan B would allow options for flexibility and accountability.</p> <p>MOTION approving Plan B for 2017/2018 Academic Year made and seconded by R. DiFiori and T. Stoddard. VOTE: Approved by a majority vote.</p>
2.	<p>Approval of Open Educational Resources (OER) Resolution: Lynora Rogacs Had discussion at last Senate meeting. Need to focus on language of this resolution and next step is approval of a plan which will be on next Senate agenda. Approval of this resolution must happen first.</p> <p>MOTION made and second by R. DiFiori and C. Hogue approving this Resolution. An OER Plan will be placed on the next Senate Agenda. L. Rogacs received grammatical feedback from K. Pilon and said psychology students in J. Kiotas' area had saved \$180,000 through use of OER services. C. Hogue: Beginning Algebra instructors have voted to bring to their division their support of using OER Resources instead of using the textbook. VOTE: Motion approved unanimously.</p>

N. NEW BUSINESS

1	<p>Discussion of Accreditation Follow-Up Report L. Rogacs: Thanked Dr. S. Bower, Dr. C. Olivo, Dr. Scott, and L. Tirapelle for their work.</p>
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	The proposed recommendations are the product of collaborative efforts of all the constituencies on campus.
i	Approve Recommendation 5: Dr. Kathy Scott & Lynora Rogacs MOTION to approve Recommendation 5 made and seconded by R. DiFiori and C. Hogue. K. Scott: There will not be as many “interims.” VOTE: Motion approved unanimously.
ii	Approve Recommendation 6: Leslie Tirapelle, Susan Bower, Dr. Kathy Scott MOTION approving Recommendation 6 made and seconded by M. Mark and R. Foster. VOTE: Motion approved unanimously.
iii	Approve Recommendation 7: Dr. Kathy Scott and Lynora Rogacs MOTION approving Recommendation 7 made and seconded by T. Stoddard and D. Cuatt. Discussion: Small revision received from K. Hogue on page 63. C. Kollross encouraged the completion of a shorter climate survey that was sent out last week. Several requests received for increased communication for the Board’s coffee chats: VOTE: Motion approved unanimously.
iv	Approve Recommendation 8: Dr. Kathy Scott, Crystal Kollross, and Lynora Rogacs MOTION made and seconded by R. Foster and M. Dodge approving Recommendation 8. Dr. Scott: Recommendation 8 overlaps with a lot of the other recommendations. Talks about governance structures. VOTE: Motion unanimously approved.
v.	Approve Recommendation 9: Dr. Cynthia Olivo, Hillina Jarso, Dr. Kathy Scott, and Lynora Rogacs MOTION approving Recommendation 9 made and seconded by Mark Dodge and T. Stoddard. Discussion: In response to E.A.Cairó’s question regarding which of the ACCJC recommendations were unfair, L. Rogacs: Recommendation 9 is exceptionally useful to Student Services. “As a result of going through this process . . . it was necessary and we’ve come out of it stronger.” VOTE: approved unanimously.
	President Foster: will place the OER Plan handout provided by L. Rogacs on the next Senate Agenda. An electronic copy will be provided. Dr. K. Scott: The college has gotten stronger having gone through this process.

2	<p>Approval of Distance Education Committee Recommendations: Rhea Presiado, Sharon Bober and Asher Shaman: On behalf of the DE Committee R. Presiado presented the DSPS Distance Education Syllabi Statement to be required for all model courses and recommended for online and hybrid courses. Changes are included in title and text.</p> <p>MOTION to approve Recommendation 2 made and seconded by T. Stoddard and E.A.Cairó. Discussion: This document was vetted by DSPS. Any contractually negotiated items would be referred to the Union first for negotiation. This document will be relayed to College Council for approval. VOTE: Motion approved by a majority vote.</p> <p>Objections/concerns with this process may be forwarded to R. Presiado.</p>
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3.	Professional Development: Eduardo A. Cairó
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Requested the Senate revisit on future agendas the wording of the professional development application to be more inclusive rather than exclusive, to allow for more faculty participation and urged support of stronger advocacy with administration to allow for left over funding to be rolled-over to the next year. Reference was made to his tour request that was denied.

MOTION to extend discussion five minutes made and seconded by J. Aragon and T. Melnarik.

VOTE: Motion approved by a majority vote.

S. Fleming. The initial funding of \$400,000 to the professional development fund was initially secured through a project with D. Hanvey as a one-time award.

President Foster: Funds now secured for campus wide professional development are to be split equitably among faculty and classified managers. Current professional development funding for faculty \$1500/ea and faculty is \$250/each. Funding over \$1500 is forwarded to the Board.

In response to M. Michelson, S. Bower will provide funding request data to J. Benson.

MOTION to extend discussion by five minutes made and seconded by E.A.Cairó and J. Aragon.

VOTE: Motion passed by a majority vote.

S. Bower: The committee has denied “tour” requests because they were not recognized as “conferences”. There was never discussion about tours not being worthwhile professional development events.

Currently at limit on general conference funding. A faculty email will be sent out regarding available equity funding.

O. ANNOUNCEMENTS

President Foster: Announced CDC is having a fundraiser/Trike-A-Thon on 4/29.

Donations are \$5.00. She has a sign-up sheet for her daughter.

MOTION to ADJOURN made and seconded by M. Dodge and B. Richards.

VOTE: Motion approved.