OFFICERS AND MEMBERS PRESENT

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
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<tbody>
<tr>
<td>ACADEMIC SENATE PRESIDENT</td>
<td>KAY DABELOW</td>
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<tr>
<td>VICE PRESIDENT</td>
<td>JIM BICKLEY</td>
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<tr>
<td>SECRETARY</td>
<td>EDWARD MARTINEZ</td>
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<tr>
<td>TREASURER</td>
<td>AHNI ARMSTRONG</td>
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<td>ADJUNCT FACULTY</td>
<td>MARK DODGE</td>
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<tr>
<td>CEC</td>
<td>NADEGE WILLIAMS</td>
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<tr>
<td>COUNSELING</td>
<td>CECILE DAVIS ANDERSON</td>
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<td>HEALTH SCIENCES</td>
<td>TOM NEIDERER</td>
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<td>HEALTH SCIENCES</td>
<td>LEE HASSIJA</td>
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<tr>
<td>LANGUAGES</td>
<td>ANDRZEJ BOJARCZAK</td>
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<td>LANGUAGES</td>
<td>LOKNATH PERSAUD</td>
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<td>LIBRARY</td>
<td>DOROTHY POTTER</td>
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<td>LIBRARY</td>
<td>JUDY OHYE</td>
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<td>MATHEMATICS</td>
<td>FRED KEENE</td>
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<td>MATHEMATICS</td>
<td>PAT PEACH</td>
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<td>NATURAL SCIENCES</td>
<td>JOE CONNER</td>
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<tr>
<td>PERFORMING &amp; COMMUNICATION ARTS</td>
<td>TAD CARPENTER</td>
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<td>PHYSICAL EDUCATION</td>
<td>JESSIE MOORE</td>
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<td>SOCIAL SCIENCES</td>
<td>SUSIE LING</td>
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<td>SPECIAL SERVICES</td>
<td>JO BUCZKO</td>
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<td>VISUAL ARTS</td>
<td>REBECCA MORRIS</td>
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<td>ROLAND PERCEY</td>
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<td>VISUAL ARTS &amp; MEDIA STUDIES</td>
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OFFICERS AND MEMBERS ABSENT

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<tr>
<th>Department</th>
<th>Name</th>
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<tbody>
<tr>
<td>BUSINESS AND COMPUTER TECHNOLOGY</td>
<td>PATRICIA LYNN</td>
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<tr>
<td>ENGINEERING</td>
<td>JASON NORRIS</td>
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<td>ENGLISH</td>
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<td>NATURAL SCIENCES</td>
<td>MARTHA HOUSE</td>
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<tr>
<td>PERFORMING &amp; COMMUNICATION ARTS</td>
<td>RITA GONZALES</td>
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I. CALL TO ORDER

The meeting was called to order by President Dabelow at 3:10 pm.

II. PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

The Pledge of Allegiance was led by Pat Peach.

III. APPROVAL OF MINUTES

The March 26, 2007 minutes were reviewed and approved as corrected.
1. Remove the words “and the Academic.” From the end of the last sentence, third bullet under Discussion/Comments on page 5.
2. Took Took Thongthiraj was present.

IV. PUBLIC COMMENT:
None

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

1. Elections Committee: Before presenting the 2007 Academic Senate Election results, Committee chair Pat Peach said seven of the 114 ballots received were “invalid.” She asked for input/suggestions about the ballot return process. The 2007-2008 Academic Senate Officers elected are: President: Kathryn Dabelow (107 votes); Vice President: Jim Bickley (105 votes); Secretary: Edward Martinez (104 votes);
Treasurer: Ahni Armstrong: (102 votes). The Elections Committee was thanked for a job well done.

2. Vocational Education Committee: A committee recommendation/update will be forthcoming at a later date.

3. Educational Policies Committee Chair Jim Bickley said the definitions of plagiarism and various types of academic dishonesty were sent through the College Coordinating Council to various campus groups for input. There is time to forward additional feedback to the Committee. The Classified Senate suggests broadening the report form usage to staff other than faculty. This matter will be addressed for a vote at the April 30 Senate Board meeting. Faculty E-Mail: President Dabelow will send an electronic copy of the definitions to faculty.

The Committee on Academic Freedom and Professional Ethics feels the proposed Time, Place and Manner Policy is too restrictive from a faculty point of view and limits free speech. CTA supports faculty concerns. All shared governance groups except the Academic Senate have approved the policy procedures. Dr. Kossler has offered to meet with CAFPE. President Kossler has said that this matter would be presented to the Board of Trustees even if it has not been approved by faculty. CAFPE will draft a recommendation for future Senate review and consideration.

4. Distance Education Committee: For Committee chair, Alicia Vargas, President Dabelow presented a handout entitled “Faculty Evaluation Student Questionnaire, Approved by the Academic Senate Distance Education Committee 4-03-07”. This information is to be shared by the Senate representatives with their division faculty and especially with those who teach on-line courses. The proposed evaluation process specifies a way to evaluate on-line instructors. This is a CTA matter to be included in negotiations. The Academic Senate can only provide advice.

5. Internet Monitoring Committee faculty representative, Jim Bickley said that members of the Internet Monitoring consultative Committee have expressed concern and opposition to Internet monitoring, especially content monitoring. To meet Dr. Kossler’s concerns about “inappropriate” use of the Internet, the Committee has been discussing using band width as a tool to highlight excessive usage.

Discussion:
The campus system is too slow for a number of faculty to do their work on-line or with research. The issue might be one of insufficient servers. While on the computer, minimizing a window to the bottom of the screen is an example of using band width. The Technology Committee could possibly address band width concerns. Dr. Conner said he could provide band width information after spring break.
6. Curriculum and Instruction Committee: Committee chair Carol Curtis said a new Web CMS form for the creation of online courses is being finalized. Senate representatives were asked to have their division faculty look at Web CMS sooner instead of at the last minute. Carol also reminded faculty that while SLOs are slowly making their way into course outlines, it is imperative that assessment processes be developed to determine if the established SLOs are effective and desirable. A “lunch and learn” activity is scheduled for April 10 at noon in C233 on the role of WebCMS in curriculum development.

Carol Curtis said a draft SLO philosophy statement, SLO guidelines and SLO flowchart have been developed, and are available for faculty review. Senate representatives are to share this information within their division or department meetings that SLO assessment is an ongoing process. Student Services and Classified will also share their input. The next Flex Day will focus on program SLOs and their assessment. Carol Curtis asked the Senate for its assistance in addressing faculty desires to have more days for faculty dialogue about what is happening in the classrooms besides Flex Day. President Dabelow asked Cecile Davis Anderson to forward this concern to the Ad Hoc SLO Committee.

The C and I discontinuance process can be used for courses that have not been taught in some time but are still listed in the catalog. The time frame would be one cycle. Such a process is different from program discontinuance.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS

President’s Comments:
Matriculation Committee: A wide range of faculty are currently on this Committee.

Associate Dean of Student Success Services (Counseling) Hiring Committee. The counselors were asked for an advisory vote in this matter and they helped to select those individuals listed for appointment under item 3 of the Executive Committee Recommendations. Mr. Martinez explained the reason for the dean’s new title is that the dean supervises a larger area beyond Counseling that includes Assessment Services, Career Center, International Students, etc.

Ad Hoc SLO Committee was created as an Academic Senate Committee to focus on SLOs, so assessment doesn’t get out of the hands of faculty. Shelagh Rose and Cecile Davis Anderson have agreed to serve as Committee co-chairs. Those interested in serving on this Committee can contact President Dabelow.

MOTION made by Mark Dodge and seconded by Jo Buczko to approve Executive Committee Recommendations 1, 2, 3, 4, 6. VOTE: Unanimously approved.
1. Approve appointment of Jason Norris to the Automotive Laboratory Technician Hiring Committee.

2. Approve appointment of Blanca Hernandez-Henderson and Ana Ogaz to the Matriculation Committee.

3. Approve appointment of Edward Martinez and Harry Bloodgood to the hiring committee for the Associate Dean of Student Success Services (Counseling).

4. Approve appointment of Shelley Gaskin to Career and Education Task Force.

5. Approve expenditure of $175 for Adjunct Faculty Lecturer/Performer Perpetual Plaque. The Board of Trustees has approved giving a joint Faculty/Board of Trustee Lecturer/Performer award to both full-time and adjunct faculty. A full-time faculty “perpetual plaque” has been created and is in the Academic Senate Office. MOTION approving the expenditure of $175 for an Adjunct Faculty Lecturer/Performer Perpetual Plaque made by Joe Conner and seconded by Andrzej Bojarczak. VOTE: Unanimously approved.

6. Approve appointment of Shelagh Rose and Cecile Davis Anderson as Co-Chairs of the Ad Hoc SLO Committee.

7. Disciplines List: Information about the addition of a creative writing discipline was presented at the last Senate Board meeting. This matter will be voted on at the 2007 ASCCC Plenary Session on April 21st.

Discussion:
- Approving the proposed List would limit the hiring of excellent creative writing instructors.
- English division representatives should be present to address a vote on this matter. President Dabelow said she has received confirmation that the English division faculty oppose this separation of Creative Writing into a separate discipline on the Discipline List. English faculty feel that an MFA does not provide enough writing experience to be a creative writing instructor.
- The proposed instructor requirements would allow someone with an MFA to teach English literature.
- Those with only a degree in English without an emphasis on creative writing could not teach creative writing.
- A number of English faculty supported the proposed action at a recent AREA C meeting.
- The Statewide Academic Senate’s vote on this matter will be the determining factor in whether Creative Writing is listed separately.
MOTION made by Tom Neiderer and seconded by Loknath Persaud opposing the proposed Disciplines List change regarding Creative Writing. VOTE: Motion unanimously approved.

Sent to Committee:
1. Sent to Ad Hoc SLO Committee: SLO Philosophy, SLO Guidelines, SLO Flow Charts.

VI. REPORTS FROM EXECUTIVE COMMITTEE

R-1  President’s Report:
President Dabelow and Edward Martinez attended the Area C meeting. SLOs were a hotly debated area. President Dabelow said the Accreditation teams are stricter with SLO interpretations than in the past. The standards have been in existence since 2002.

A regional SLO meeting is scheduled at Chaffey College, April 13, 10:00 AM-2:30 PM. President Dabelow will be attending. Those interested in this meeting may attend.

Cecile Davis Anderson, Carol Curtis, Shelagh Rose and Chrystal Kollross will attend the North Carolina SLO Symposium focussing on “Assessment.”

This year’s Full-Time Faculty Lecturer/Performers, Mikki Bolliger, gave a spirited and nostalgic overview of her many years of working as an advisor to the campus newspaper – the Courier. A point of interest was the need to treat students in a professional manner.

R-2  Vice-President’s Report: Dr. Bickley.
College Coordinating Council: Time/Place/Manner has been a topic of discussion. Jo Buczko presented a campus beautification report recommendations for improving the appearance of campus.

R-3  Secretary’s Report:
Mr. Martinez: A recommendation of the Campus-Wide Beautification Task Force is that each constituent group (Academic Senate, Classified Senate, divisions, etc.) adopt an area of the campus they would like to beautify. This recommendation is in the discussion stage. There will be an opportunity of taking steps toward improving an area of the campus. Concern was expressed that there could be a liability issue with volunteers using physical labor to garden and/or pick up litter. The beautification need not be entirely physical. Jo Buczko is chairing the beautification committee.

Release/Reassign Time Committee is now meeting on a regular basis, has reviewed policies from other campuses and will develop recommendations for both the Academic Senate and CTA. Mr. Martinez is in the process of summarizing an ASCCC document titled:
First Draft of Revisions to Chapter 6 of Title 5. The summary will be sent to President Dabelow to be forwarded to the Academic Senate. Proposed changes for the Course Repetition Policy include changing the associate degree plans/patterns and the English and Math requirements for the AS and AA degrees.

R-4 Treasurer's Report: Ahni Armstrong presented the Academic Senate Budget for March 2006 – March 2007 (Receipts $7,963 / Expenses: $8,944 = Total --$981.00). General Fund monies are held at the Pasadena Service Federal Credit Union, earning approximately 1% interest per year. The Scholarship fund was started in 2001 with a sizeable gift from Keith Miller and is held at the PCC Foundation, is vested with Smith Barney and earns about 7-9% interest per year.

Forty percent of PCC's 391 full-time faculty and sixty-five percent of the Senate Board faculty donate to the Senate’s General and/or Scholarship funds.

Discussion:
- The Adjunct Stipend was approved by the Academic Senate Board to reimburse the Senate’s Adjunct Senate representative to $75/per meeting. Adjunct faculty only get paid for the hours they teach – not for meeting attendance. At a CAPM meeting, Dr. Kossler indicated a stipend amount of $50/per meeting could be incorporated into the Senate's operating budget.
- The General Funds are maintained at the Credit Union so they can be kept liquid/readily accessible.
- Concern was raised about the low interest rate on the Senate’s general fund. Looking into instruments earning higher interest was suggested. The issue of interest earned can be addressed at the upcoming Fundraising Committee meeting.
- There should be an across the board view of how the Foundation maintains its scholarship monies, especially those that are restricted and are not accessible. President Dabelow indicated that the Foundation is in the process of clarifying accounts and making accounting processes consistent.
- Keith Miller will again contribute to the Academic Senate, Keith Miller Scholarship fund.
- The Faculty Mixer includes costs for an off-campus retiree celebration. Division invitations to the retirees could be made to promote a larger turnout.
- Tad Carpenter said to note on record he was owed a margarita.
VIII. INFORMATION ITEMS

STANDING INFORMATION ITEMS

S1-1:  CTA:  No report.


S1-3:  ADJUNCT FACULTY REPORT:  No report.

IX. ANNOUNCEMENTS

July 29-Aug 3rd:  California Great Teachers Seminar, San Francisco
Interested can contact Mark Dodge.

ASCCC Spring Plenary Session, April 19-21, San Francisco.
Attendees:  President Dabelow, Rita Gonzales and Mark Dodge.

ASCCC Faculty Leadership Institute, July 14-16, San Jose.

Curriculum Institute:  July 12-14, 2007 in Loews Coronado Bay Resort, Coronado, CA.

X. ADJOURNMENT

A motion to adjourn the meeting at 4:24 PM was made by Mark Dodge and seconded by Joe Conner.