### OFFICERS AND MEMBERS PRESENT

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACADEMIC SENATE PRESIDENT</td>
<td>KAY DABELOW</td>
</tr>
<tr>
<td>VICE PRESIDENT</td>
<td>JIM BICKLEY</td>
</tr>
<tr>
<td>SECRETARY</td>
<td>EDWARD MARTINEZ</td>
</tr>
<tr>
<td>TREASURER</td>
<td>AHNI ARMSTRONG</td>
</tr>
<tr>
<td>ADJUNCT FACULTY</td>
<td>MARK DODGE</td>
</tr>
<tr>
<td>BUSINESS AND COMPUTER TECHNOLOGY</td>
<td>PATRICIA LYNN</td>
</tr>
<tr>
<td>CEC</td>
<td>NADEGE WILLIAMS</td>
</tr>
<tr>
<td>ENGLISH</td>
<td>TOOK TOOK THONGTHIRAJ</td>
</tr>
<tr>
<td>HEALTH SCIENCES</td>
<td>TOM NEIDERER</td>
</tr>
<tr>
<td>HEALTH SCIENCES</td>
<td>LEE HASSIJA</td>
</tr>
<tr>
<td>KINESIOLOGY, HEALTH &amp; ATHLETICS</td>
<td>JESSIE MOORE</td>
</tr>
<tr>
<td>LANGUAGES</td>
<td>ANDRZEJ BOJARCZAK</td>
</tr>
<tr>
<td>LIBRARY</td>
<td>KRISTA GOGUEN [Alt]</td>
</tr>
<tr>
<td>MATHEMATICS</td>
<td>FRED KEENE</td>
</tr>
<tr>
<td>MATHEMATICS</td>
<td>PAT PEACH</td>
</tr>
<tr>
<td>PERFORMING &amp; COMMUNICATION ARTS</td>
<td>TAD CARPENTER</td>
</tr>
<tr>
<td>PERFORMING &amp; COMMUNICATION ARTS</td>
<td>RITA GONZALES</td>
</tr>
<tr>
<td>SOCIAL SCIENCES</td>
<td>SUSIE LING</td>
</tr>
<tr>
<td>SOCIAL SCIENCES</td>
<td>PHILLIP RICARDS</td>
</tr>
<tr>
<td>SPECIAL SERVICES</td>
<td>JO BUCZKO</td>
</tr>
</tbody>
</table>

### OFFICERS AND MEMBERS ABSENT

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>COUNSELING</td>
<td>CECILE DAVIS ANDERSON</td>
</tr>
<tr>
<td>ENGLISH</td>
<td>ROGER MARHEINE</td>
</tr>
<tr>
<td>ENGINEERING</td>
<td>MARK KEEHN</td>
</tr>
<tr>
<td>LANGUAGES</td>
<td>LOKNATH PERSAUD</td>
</tr>
<tr>
<td>LIBRARY</td>
<td>JUDY OHYE</td>
</tr>
<tr>
<td>NATURAL SCIENCES</td>
<td>RUSSELL DIFIORI</td>
</tr>
<tr>
<td>NATURAL SCIENCES</td>
<td>MARTHA HOUSE</td>
</tr>
<tr>
<td>SOCIAL SCIENCES</td>
<td>DAVID URANGA</td>
</tr>
<tr>
<td>VISUAL ARTS</td>
<td>YOLANDA MCKAY</td>
</tr>
</tbody>
</table>
I. CALL TO ORDER

The meeting was called to order by President Dabelow at 3:08 pm.

II. PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

The Pledge of Allegiance was led by Ahni Armstrong.
Introductions: Leslie Tirapelle; Dorothy Potter and Phil Ricards (new Social Sciences representative).
It was announced that Roger Marheine will be a new English representative replacing Ruoyi Wu.

III. APPROVAL OF MINUTES

The February 25 minutes were reviewed and accepted as amended.

Amendment: Page 4/Paragraph 3 from top: was Dorothy Potter relaying a campus wide calendar committee suggestion? Answer: yes (question from P. Peach).
Dorothy confirmed that the suggestion was from a member of the committee, not a formal recommendation from the entire Committee. This will be amended to reflect that a suggestion was relayed from a member of the campus-wide calendar committee.

Without further clarifications the minutes will stand as amended.
IV. PUBLIC COMMENT

None.

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

President Dabelow asked that unless objection was registered a change in the order of business be made by moving item 4 to be presented first, followed by the Calendar Committee report as item 2. No objections were made.

Academic Senate Technology Committee presentation made by Committee Chair Leslie Tirapelle asked for a vote on the Committee’s goals presented at the February 25 Academic Senate meeting. The goals included:

- Provide leadership for technology innovation in instruction.
- Assess and report on faculty technology resources status and needs to the Academic Senate, the Campus Technology Committee and College Committee.
- Develop recommendations that address faculty technology issues and needs.
- Support the goals approved by the committee and Academic Senate.

MOTION: to approve the Committee’s recommendations made by Mark Dodge seconded by Tom Neiderer.

VOTE: Unanimously approved.

Leslie Tirapelle announced the Committee would have a My Space presentation in the Library Orientation Room on March 27 at 12:00 pm.

1. Calendar Committee Chair Dorothy Potter noted that the Academic Senate discussed the Committee’s three calendar drafts and were to share this information with their respective divisions. The Calendar Committee recommends Draft 1C.

<table>
<thead>
<tr>
<th>Draft 1C</th>
<th>Break before winter intersession begins on Jan 11. Spring semester begins Feb. 22. Four-day holiday weekend incorporated w/in the winter intersession. Summer session begins 6/21 (same day as draft 3). No break between the end of spring and the beginning of summer.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Draft 2</td>
<td>One week break before winter intersession: Jan. 11 Winter intersession includes three holidays on Monday. One week break after spring semester and before summer intersession starting June 28. Three week break in August for Faculty before fall semester.</td>
</tr>
</tbody>
</table>

Recommended by The Senate Calendar Committee and the Senate Executive Committee

Favored by Classified Staff
Draft 3:
Jan. 1 is Friday. Winter Intersession begins Jan. 4. Winter intersession ends on 4-day holiday weekend Feb. 11. Spring semester begins Feb. 16. Last day of finals is Saturday, June 12. Summer intersession starts June 21. There is a one-week break between the end of spring and the beginning of summer. Summer ends July 31 (after 6 weeks).

Senate Executive Com
Flex Day
Recommendation
Item VI., 4 on 3/10/08 Agenda
Add one Flex Day as a compromise to 2009-2010 Calendar. This recommendation would be a compromise to those who did not want a Flex Day versus those that did. No designation was recommended for a spring or fall Flex Day.

Flex Day Note:
There are two Flex Days scheduled for 2008-2009
Dr. Perfumo is very supportive of campus-wide Flex Days

Discussion:
Fred Keene said the Flex Day issue is made by the Campus Wide Calendar Committee.

President Dabelow said it is her understanding that Flex Days are “flexible” and can be incorporated into an approved calendar. President Dabelow also said it is her understanding that the calendar is a union issue and the union has traditionally given the right of calendar approval to the Academic Senate.

Phil Ricards stated it would be easier to remove a scheduled Flex Day than to add one in at a later date.

Dr. Jacobs verified that having a Flex Day with no student classes would not result in losing teaching day/time.

Susie Ling suggested reviewing Flex Day concerns in 2010 and 2011 since there are already Flex Days scheduled for 2008-2009.

Division Comments:
English: Ten responses were received. Four in favor and six not in favor.
PACA: Not much division response was received about Flex Day. A vote was urged on this matter. In support of Draft 2: 22 In Support of Draft 3: 23 Draft 1C favored by faculty and support staff because of time between the winter intersession and spring semester.
PE: Mixed reviews were received by representative Jessie Moore. Flex Day does give an opportunity for everyone to get together at a time when varying schedules cannot accommodate this type of meeting.
Mrs. Potter said the Campus-Wide Calendar Committee is anxious to move forward on this matter. She will be giving an update on this matter before the committee on Friday, March 14.

MOTION made by Mark Dodge and seconded by Tom Neiderer to Item VI./4 be moved up to be included as part of the vote on the Calendar Committee matter. Vote: Motion passed unanimously.

MOTION made by Mark Dodge and seconded by Tom Neiderer to approve the Executive Committee’s recommendation to have one Flex Day. Vote: Aye: Majority. No: 2 Abstentions: 2

The Executive Committee recommends approval of calendar draft 1C:

Calendar 3:
MOTION made by Tad Carpenter and seconded by Mark Dodge to adopt Calendar 3.

Tom: Wasn’t 1C supported by “our support staff” because of “coming back”. Classified Staff in Favor of Draft 2: Debra Cantarero: said unions were to talk about concerns of classified staff issues and never received feedback on this. No further comment on this. Tom said his classified staff is in favor of a later winter session so they could get back and be able to handle work/processing, etc.

Calendar 2 Comment: Vice President Bickley said he has been personally approached by faculty who do not like the idea of dividing up the summer break.

Calendar 3 concerns: January 1 is on Friday with classes beginning January 4 with no break for faculty and support staff. There are also concerns about student registration issues.

VOTE ON MOTION FOR CALENDAR 3: Aye: 9 No: 9 Abstention 1. Motion fails for lack of a majority vote.

Calendar 1C:
MOTION made by Susie Ling and seconded by Jo Buczko to approve Calendar draft 1C. Aye: 8 No: 10. Motion fails.

Pat Peach suggested the Senate consider a motion to tell the Calendar Committee they are not in favor of the drafts as presented.

Phil Ricards said Dr. Sugimoto would not revisit the calendar process absent specific instruction from the Senate Board.
If a calendar is not approved by the Senate Dorothy Potter said that Roger Marheine has indicated that the Union could step in and decide. Mark Dodge said this type of action could set an undesirable precedent.

Calendar 2:

In response to a question about starting winter intersession on Thursday, Jan. 7, Mrs. Potter said this could not be done because the winter intersession would become seven weeks long, making this matter an item for union negotiation, which is not an option at this time.

MOTION made by Mark Dodge and seconded by Tom Neiderer to forward this matter into the hands of the Executive Committee for its recommendation.

Vice President Bickley said he did not feel comfortable with the Executive Committee taking on the work of the Academic Senate and Campus Wide Calendar Committees.

VOTE ON THE MOTION: Motion failed.

Calendar 1C:
MOTION made by Tom Neiderer and seconded by Mark Dodge to revisit voting on Daft 3 and 1C. The vote on each draft within the motion was Aye: 9 No. 9. President Dabelow cast a tie-breaking vote in favor of Draft 1C.

Change In Order of Business
President Dabelow asked for a change in the order of business allowing Information Item VII. / 4 [Emergency Plan] to be moved up on the agenda. This report has also been presented to the Board of Trustees.

2. Time, Place and Manner: Dr. Bickley provided a Committee handout: Recommendation: Policy on “Time, Place, Manner Regulations for the Use of College Properties.” CAFPE addressed this matter last week and they were quite pleased with the streamlined and less restrictive version. A few more changes are expected, and no recommendation will be requested at this meeting to accept this handout as final. Dr. Bickley called attention to the wording in the beginning of paragraph 3 of the Policy, “...PCC shall not prohibit the right of students, faculty, and staff or the community...” and “...or which so incites students, faculty, and staff or the community”... The wording within this section will be shared and discussed at the consultative committee level. More discussion notes need to be added to recommendation.

3. Senate Elections Committee Report was given by Pat Peach.
Spring 2008 Notice of Intent to Seek Office Forms were received from the following:

<table>
<thead>
<tr>
<th>Office</th>
<th>Candidates</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Jim Bickley</td>
</tr>
<tr>
<td>Vice President</td>
<td>Edward Martinez</td>
</tr>
<tr>
<td>Secretary</td>
<td>Ahni Armstrong</td>
</tr>
<tr>
<td>Treasurer</td>
<td>James Aragon</td>
</tr>
<tr>
<td></td>
<td>Patricia Lynn</td>
</tr>
<tr>
<td>Nominations from the floor</td>
<td>None received</td>
</tr>
</tbody>
</table>

MOTION made by Andrzej Bojarczak and seconded by Tom Neiderer to close the nominations and proceed with the remainder of the election process as approved.
Vote: Unanimously approved.

4. Curriculum & Instruction Committee: No report.

5. SLOARC Report: On behalf of Carol Curtis, Shelagh Rose and Cecile Davis-Anderson, President Dabelow said the E-lumen retreat at Lake Arrowhead was very successful in creating an understanding of the assessment process and the role of e-Lumen in the development and understanding of rubrics used by various divisions. The retreat was extremely beneficial in providing an opportunity for dialogue about assessment and e-Lumen.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS

1. Approve attendance of Kathryn Dabelow, Jim Bickley, Ahni Armstrong and Mark Dodge to ASCCC Spring Plenary Session: Apr. 17-19, Westin, San Francisco.
2. Appoint Bob Eaton to Academic Senate Technology Committee.
3. Approve appointment of Joe Futtner, Patricia Lynn and Anne Marie Ketchum to Academic Senate’s Title 5 Ad Hoc Committee.
4. Add one Flex Day for 2009-2010 Calendar

MOTION approving items 1, 2, 3 made by Tom Neiderer and seconded by Pat Peach. Vote: Unanimous
See above for vote on 4.

5. Ellen Ligons: Participation in graduation ceremonies of CTE certificate recipients. On behalf of Ellen Ligons, President Dabelow said the office of Career and Technical Education would like for the Senate to consider including the participation of CTE Certificate recipients in the commencement ceremonies. Usually certificate recipients don’t receive the recognition of a standard graduation ceremony outside of their divisions. This type of participation would be more conducive to having family members attend. The representatives were asked to discuss this matter for feedback within their divisions.
Sent to Committee: None

VII. REPORTS FROM EXECUTIVE COMMITTEE: Reports Deferred

R-1 President’s Report: Kay Dabelow
R-2 Vice-President’s Report: Jim Bickley
R-3 Secretary’s Report: Edward Martinez
R-4 Treasurer’s Report: Ahni Armstrong

VIII. INFORMATION ITEMS

1. Peter Michael: Emergency Plan: Re Incident Command System and SEMS (Standardized Emergency Management System) is used primarily by police and fire to coordinate any type of emergency effort. The SEMS system has grown out of the experiences of various institutions using emergency management systems. On PCC’s campus an Incident Command Team has been identified and is made up of various members of the campus community. The procedures and staff of the SEMS system must be documented and follow SEMS protocols. These plans are required by FEMA. For better communication to faculty, staff and students, SEMS is looking at placing informational indoor/outdoor flat screens on campus; maintaining emergency 911 “blue boxes”; having a wired PA system in every building, and adding emergency phone units within the classrooms.

2. Kindred Murillo: Economic Update (handout entitled State Budget Update was provided). Administration is looking at developing a crisis assessment team on campus. Last year’s budget was adopted on August 28. This would be early compared to this year’s expected budget adoption date. Ms. Murillo urged the Senate to not overreact to dire news reports about the state’s budgetary situation. A $3.3 billion deficit is estimated for 2007-2008 and a possible $18-20 billion deficit is estimated for 2008-2009. Some of this is due to a property tax shortfall related to the mortgage crisis, but a substantial part is due to an ongoing structural deficit, i.e. revenues are less than expenditures. The campus will probably see a financial shortfall beginning next year. The projected deficit factor is 1.3-1.5%. Next year’s funding scenario will probably remain flat. Note: Community colleges are not paid apportionment until the state budget is adopted. Proposition 98 may be suspended with funding being cut 4.8 million.

Administration does not want to go below base sections. Dr. Jacobs acknowledged that 66 classes had been removed from the growth sections (not the base sections). We are supposed to be funded for 1% growth. We’ll be funding 3% of our students’ growth ourselves. This is an issue to be very cautious with to stay fiscally sound. Managers need to make sure their actions are consistent with the message.
The budget process will not affect the construction of the new Music & Arts building because this project is being made possible through measure P funding. VP Murillo reported that despite dire predictions, PCC is “fiscally sound” with “good reserves.” We can get through approximately 18 months of budget cuts if we are prudent. She advised us with these words: “Don’t spend it if it is not necessary,” but “don’t be penny wise and pound foolish.”

3. Jo Buczko: TB Issues: Active student TB cases need to be identified by the college, and they need to remain confidential. When a case is identified, Public Health representatives come in to make an assessment of the situation. Protocols are in place. Students and faculty are notified and tested. Jo Buczko asked for faculty feedback on this matter if there were any concerns.

4. James Aragon: James Aragon was recently appointed by the Senate to serve on the Police Arming Task Force to consider the possibility of arming PCC police officers. Comments and suggestions about this issue may be directed to James Aragon at jjaragon@pasadena.edu or at extension 7897.

5. **STANDING INFORMATION ITEMS:**

   S1-1: Pasadena City College Faculty Association Report. No Report.
   S1-2: FACCC REPORT & PCCFA REPORT: No Report.
   S1-3: ADJUNCT FACULTY REPORT: Mark Dodge: No Report.

   **VIII. ANNOUNCEMENTS:**

   1. President Dabelow mentioned Friday is ART NIGHT. Four thousand origami boats are to be placed in the mirror pools and there will be a Future Farmers exhibit in the Art Gallery.

   2. Flex Day is Tuesday, March 11.


   4. ASCCC Spring Plenary Session: Apr. 17-19, Westin San Francisco

   5. Fundraiser with Kris Pilon originally scheduled for March 28 has been delayed to April 4

   6. Sacramento Rally for Education has been cancelled.

   ADJOURNMENT: Motion for adjournment at 4:55 pm made by Mark Dodge and seconded by Tom Neiderer. Vote: Unanimously approved.
NEXT MEETING: Monday, March 24, 2008