Senate Seconds – 6/2/2008

1. The Academic Senate Board recognized President Kay Dabelow, thanked her for her many years of services to Pasadena City College and to the Academic Senate, and congratulated her on her upcoming retirement.

2. Rank Committee - Ted James presented an "urgent item" on behalf of the Rank Committee. The committee recommended that Kay Dabelow and Jean Volckmann be granted the rank of Professor Emeritus as both have contributed significantly to the advancement and betterment of Pasadena City College. The rank changes were approved unanimously.

3. Ad Hoc Committee on Title 5 Changes - Edward Martinez presented the second draft of revisions to the procedures of policy #3200 - on Curriculum Development, a second draft of revisions to the procedures of policy #4050- on Grading, Course Credit, and Related Topics, and a first draft of revisions to the procedures of policy # 4060 - on Degrees, Certificates, and Transfer Certification. There were questions about all three drafts including the implications of a Pass/No Pass change to the grading system, the number of units that will be required of a student for the completion of a degree, and the status of a first draft versus a second draft of a proposal. Changes in procedures for all three policies were approved. Approval of the draft for changes in procedures for policy #4060 simply permits the Senate to get feedback from the System Office and, through the College Coordinating Council, from other shared governance constituencies. The Academic Senate’s ad hoc Title 5 Committee will continue over the course of the summer to present proposals for majors, areas of emphasis, and revisions to general education course listings to the C&I Committee.

4. Educational Policies Committee - Jim Bickley presented a draft of the Abridged Program Discontinuance Procedure. The draft was approved by the AS board and will now move forward. The procedure is "faculty driven" and provides for significant input by the C&I Committee, which previously approved the abridged procedure. Vice President Bickley also discussed the need, based upon consultation with Dr. Margaret Ramey, for a monitoring of the Class Overlap Request process approved by the AS Board last fall by which a student, with both of the affected instructors’ approvals, will be able to take two courses which overlap in time by not more than one-eighth of the time a class meets. Input from the division deans is being sought to insure that a process for documentation is adequate and will meet audit requirements.

5. Committee on Academic Freedom and Professional Ethics - Jim Bickley reported that an open forum was recently held on the topic of professional ethics. Faculty reviewed the development of a policy on professional ethics and the issues that led to the adoption of policies in the recent past. More forums will be held next fall/spring.

6. Faculty Handbook - Kay Dabelow presented a list of items that should be added/modified in regards to the Faculty Handbook and asked that the Executive Committee be allowed to make changes over the summer. Unanimously approved.

7. Disaster Relief Committee - Pat Peach reported that approximately $2000 remains in the fund that was originally organized to provide relief to those affected by Hurricane Katrina. She requested that $200 be donated to each of the two student groups that are raising funds for the hurricane victims in Myanmar and the earthquake victims in China. Unanimously approved.

8. Ad Hoc SLO Senate Committee - Cecile Davis-Anderson reported that the committee has twenty-three representatives from almost all divisions. Members have been working actively on writing rubrics for the writing competency and information competency within the institutional learning outcomes (ILOs). They will work to develop rubrics for all of the ILO competencies. They have also developed a consistent system for describing mastery and beginning levels utilizing rubrics, which will be formally presented to the Senate Board for approval in the fall.

9. Executive Committee Recommendations – Approve appointment of Kay Dabelow to the Hazardous Materials Technician hiring committee, Edward Martinez to the SLO Steering Committee, Ahni Armstrong as Education Policies Chair, and Mark Keehn to the ARCC Committee. Approve PCC team faculty leaders to the Basic Skills Initiative regional meeting on June 6: Jim Bickley, Joe Futtnner, Linda Hintzman, Virginia Heringer, Cecile Davis-Anderson, Ana Ogaz, Patricia Lynn, Susan Briggs, and Tatiana Surenyan. All were approved.

10. Budget Update – VP Kindred Murillo presented an update on the state budget. She reported that a $15.2 to $17.2 billion dollar deficit is currently projected statewide, in part due to a shortfall in property tax revenue. Although the May revise allowed for a small increase in growth and was generally positive for community colleges, PCC still faces a cut of between $500,000 and $600,000 . VP Murillo said that she is actively communicating budget information with all campus groups. She advocates: 1. reducing spending wherever possible, 2. carrying over as much money from this year to the next as possible since next year is more uncertain. 3. ensuring that we are not penny wise and pound foolish; remember that our focus is our students and their success.

11. President’s Report – Kay Dabelow recently spent a lobbying day in Sacramento with a team from PCC. They all had an opportunity to speak with Senator Scott and Assembly Member Portantino about the state budget. She recognized the hard work of members of the Senate Board, members of the Senate Executive Committee, and of the Senate secretary. Vice President – Jim Bickley reported that all of PCC’s policies are undergoing a review in preparation for the accreditation visit in 2009. Treasurer – Ahni Armstrong reported that the Academic Senate currently has $10,895 in its general account and $252,176 in its scholarship account.

12. Academic Senate Scholarship – Prior to the meeting, Joanne Kim, with the assistance of Keith Miller and Kay Dabelow, presented scholarship awards to student recipients. Six students received Dean’s Honor/Edna Plummer Scholarships and six received Keith Miller Education Scholarships. All scholarships are in the amount of $2000 and can be claimed by the student upon presentation of enrollment verification at a university within the year.