**November 3, 2008**

**OFFICERS AND MEMBERS PRESENT**

<table>
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<tr>
<th>Department</th>
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<tr>
<td>ACADEMIC SENATE PRESIDENT</td>
<td>JIM BICKLEY</td>
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<td>VICE PRESIDENT</td>
<td>EDWARD MARTINEZ</td>
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<td>SECRETARY</td>
<td>AHNI ARMSTRONG</td>
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<td>TREASURER</td>
<td>PATRICIA LYNN</td>
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<td>ADJUNCT FACULTY</td>
<td>MARK DODGE</td>
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<td>ENGINEERING</td>
<td>BERNARDINO RODRIGUEZ</td>
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<td>HEALTH SCIENCES</td>
<td>TOM NEIDERER</td>
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<td>LANGUAGES</td>
<td>LOKNATH PERSAUD</td>
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<td>ANDRZEJ BOJARCZAK</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>PAT PEACH</td>
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<td>PERFORMING AND COMMUNICATION ARTS</td>
<td>TAD CARPENTER</td>
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<td>PERFORMING AND COMMUNICATION ARTS</td>
<td>RITA GONZALES</td>
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<td>SPECIAL SERVICES</td>
<td>JO BUCZKO</td>
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<td>VISUAL ARTS AND MEDIA STUDIES</td>
<td>REBECCA MORRIS</td>
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**OFFICERS AND MEMBERS ABSENT**

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<tr>
<td>BUSINESS &amp; COMPUTER TECHNOLOGY</td>
<td>SHELLEY GASKIN</td>
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<tr>
<td>COMMUNITY EDUCATION CENTER</td>
<td>NADEGE WILLIAMS</td>
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<tr>
<td>COUNSELING</td>
<td>CECILE DAVIS ANDERSON</td>
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<td>ENGLISH</td>
<td>MARTHA BONILLA</td>
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<td>HEALTH SCIENCES</td>
<td>LEE HASSIJA</td>
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<tr>
<td>KINESIOLOGY, HEALTH &amp; ATHLETICS</td>
<td>JESSIE MOORE</td>
</tr>
<tr>
<td>LIBRARY</td>
<td>DONA MITOMA</td>
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<tr>
<td>SOCIAL SCIENCES</td>
<td>DAVE MCCABE</td>
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I. CALL TO ORDER – 3:10 p.m

II. PLEDGE OF ALLEGIANCE AND INTRODUCTIONS
Pledge of Allegiance was led by Pat Peach.

Introductions: Guests and visitors: Dr. Perfumo, Lynn Wright, Roger Marheine, Dr. Jacobs, Debra Cantarero and Catrelia Magee.

III. APPROVAL OF MINUTES
A motion to approve the October 20 minutes as submitted was made by Patricia Lynn and seconded by Pat Peach. Vote: Approved by majority vote. One abstention.

IV. PUBLIC COMMENT:
Flu Shots will be available at PCC’s Student Health Center U-104. Adults: 18+ only (open to public). $5.00 for students (w/PCC ID). $15 for faculty and staff. CASH ONLY.

Dates and times:
   Tuesday: November 4th 10am - 1pm and 4pm - 7pm
   Wednesday: November 5th 10am - 1pm and 2pm - 5pm
   Thursday: November 6th 10am - 4pm

V. STANDING/ AD HOC/ CAMPUS-WIDE COMMITTEE REPORTS
1. Title 5 Ad Hoc Committee: Fourth Draft of Policy 4050 (Grading, Course Credit and Related Topics). Mr. Martinez announced C & I Committee has authorized changes to the AS and AA degree, establishing 11+ new majors, areas of emphasis, and making
modifications to the diversity list. Several were tabled for further study, including Acting and Media Performance and Theater Arts. English, with an emphasis in writing and rhetoric, was tabled because speech faculty had concern with a portion of the degree title (...and rhetoric). These areas can be brought back for review in spring C & I cycle.

Natural Sciences requested that a laboratory component be included within their AA and/or AS degree requirements. This amendment may be brought back to the Academic Senate for approval.

The Senate Board was provided with a Fourth Draft of Policy 4050.
Changes/additions include:
Page 1: ...the teacher faculty instructor (tenured, non-tenured, or adjunct)...
Page 2: Grades. See handout for detailed description.
All grades are defined with wording from Title 5, except for Incomplete (see page 4 of policy).

**Evalutative symbols:**
A – Excellent (4 grade points); B – Good (3 grade points); C – Satisfactory (2 grade points)
D - Less than satisfactory (1 grade point); F – Failing (0 grade points)
FW – Failing due to non participation (0 grade points)
(grade symbol to indicate that a student has both ceased participating in a course some time after the last day to officially withdraw from the course without having achieved a final passing grade, and that the student has not received district authorization to withdraw from the course under extenuating circumstances.)
P – Pass (At least satisfactory)
(At least satisfactory - units awarded not counted in GPA. Has the same meaning as "CR" as that symbol was defined prior to June 30, 2007.)
NP – No Pass (Less than satisfactory or failing)
(Less than satisfactory, or failing – units not counted in GPA. NP has the same meaning as "NC" as that symbol was defined prior to June 30, 2007.)

**Non-Evaluative symbols:**
I – Incomplete
IP – In progress
RD – Report Delayed
W – Withdrawal
MW – Military Withdrawal

Page 9: Regional accreditation is clarified. All of the official accrediting agencies are listed including our own Western Association of Schools and Colleges. Credit for upper-division course work will be available through PCC standard credit-by-petition process. The numbering system for upper-division courses differs between the various universities, but basically means courses at the junior and senior university levels.

President Bickley asked for Senate representatives to review this policy with their divisions.

2. Educational Policies Committee: ILO’s and Competencies.
The Educational Policies Committee developed the ILO’s and Competencies before the development of the SLOARC Committee. Ahni Armstrong said there has been a request to refine the ILOs and Competencies. This request will be handled through the SLOARC Committee and not the Educational Policy Committee. The ILOs were initially referred to as Institutional Student Learning Outcomes and are now referred to as ILOs (Institutional Learning Outcomes).

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS
1. Appoint A.C. Panella and Boglarka Kiss to the Distance Education Committee.
2. Appoint Jessie Moore to Academic Senate Textbook Committee
3. Appoint Richard McKee to Chair (and later co-chair) Senate Calendar Committee
4. Ratify revised PCC Mission Statement

Question: Pat Peach asked if there is a college-wide textbook committee. President Bickley said he thought there was a college-wide textbook committee, but he wasn’t sure. The Senate Bookstore Committee is chaired by faculty and was created two years ago to facilitate dialog on this matter. It hasn’t been functional for about 1 ½ years.

MOTION to approve items 1, 2 and 3 made by Fred Keene and seconded by Tom Neiderer. Vote: Unanimously approved.

Item 4: Ratify revised Mission Statement. The majority of division e-mail responses were in favor of the proposed Statement. The Library is requesting a few nonsubstantial changes. The consultative committee recommendation for changes in the Mission Statement have broadened the scope of the Statement to include basic skills courses. Reference to this area was skillfully worded with Stuart Wilcox’ help.

The first paragraph of the statement reads:

The mission of Pasadena City College is successful student learning. The College provides high-quality, academically rigorous instruction in a comprehensive curriculum for students with a variety of educational goals and/or levels of academic preparation, as well as learning opportunities designed for individual development and the improvement of economic conditions and the quality of life of the diverse communities within the College service area. Recommended change: add the word “for” in line 4: ...and for the improvement of economic ...

Reference to individual development encompasses courses that are for personal improvement as well as certificate program and class curriculum courses.

For this Statement to be included in the Accreditation Self-Study report and be available for the November 5 Board of Trustees meeting, it must be approved by the Senate Board at this Senate meeting.

MOTION made by Tom Neiderer and seconded by Patricia Lynn to approve the proposed Mission Statement.
Discussion:
Jo Buczko requested that in the second Statement... “Making available a variety of quality student support services to enhance their potential for college success,...” that she wanted to make the point that the Student and Learning Services side of the college also has student learning outcomes. She thought it would be helpful to clarify that support services are provided by both faculty and classified staff.

Dr. Perfumo felt that such an addition to the 2010 catalog at this time would not be possible and suggested waiting for the following catalog. President Bickley will note that reference to Student Learning Services be noted in a revised mission statement for the next catalog.

VOTE on ratifying the proposed Mission Statement: Unanimously approved.

Sent to Committee: No action at this time.

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President’s Report:
President Bickley announced the ASCCC Fall Plenary Session will be held November 6-8. Attendees: Jim Bickley, Ahni Armstrong, Mark Dodge and Edward Martinez

Area C Meeting: There was a full representation by the Senate’s Executive Committee. A more detailed report will be given by Pattie Lynn.
SLPA Motion: The Academic Senate's motion was tabled and will be sent to a committee of the ASCCC. It is not known if it will be presented for a vote at the Plenary Session at this time.

Trustee, Geoffrey Baum has been selected by Governor Schwarzenegger to be a local representative on the Board of Governors.

President Bickley attended the Foundation’s First Inaugural “Building the Sprit of a Vibrant Community” award luncheon honoring Jack Scott.

R-2 Vice-President’s Report:  Mr. Martinez said a committee has been established and is in charge of making extensive revisions and changes to the PCC catalog which will incorporate the many changes discussed earlier. A new version of the school’s catalog will be available soon. Mr. Martinez is participating on a Pasadena Unified School District Committee which is looking into the possibility of developing an early college model of a small charter-type high school (30-60 students) to be located in PCC’s campus. President Bickley said additional information may be obtained from Moorpark College’s website, since that college has already started this process.
R-3 Secretary's Report: Ahni Armstrong urged the Senate Board members to print out the Senate Nanoseconds that are e-mailed to them from the Senate office for review within their divisions. Printing the Nanoseconds on colored paper, like bright yellow, would make it more attractive.

R-4 Treasurer's Report: Patricia Lynn provided the following information:

Credit Union Accounts: Total General Fund: $9,924.61
Foundation Account(s): Total: $226,726.65

Two general fundraising events are being developed.

VIII. INFORMATION ITEMS:

Accreditation Self Study:
Lynn Wright said the Accreditation Self Study report is available to the PCC community (Under IPRO). See Pasadena.edu/selfstudydraft

Lynn Wright shared that Mary Ann Laun announced that an “electronic team room” has been set up. Documents are available online.

Jo Buczko noted that Warren Swill is the editor of the Courier.

November 13: Collegewide Shake Out Earthquake Scenario.

STANDING INFORMATION ITEMS

S1-1: PCCFA. Roger Marheine presented a resolution and petition:
Rationale: Full-Time Faculty should support immediate implementation of compensated conference hours for Part-Time Faculty.

Petition For Part-Time Faculty Office Hours
Resolve that the Full-Time Faculty calls upon the Administration and the Board of Trustees of Pasadena City College to immediately implement a program that will provide Part-Time Faculty with paid consultation time with their students.

Office hours is part of the schools educational areas. Support of Part-Time faculty office hours would promote solidarity between full-timers and part-timers. The students also should be developing a petition addressing the same matter.

President Bickley said the Executive Committee has met with PCCFA to discuss paying adjunct faculty for office hours.
S1-2: FACCC REPORT. No report.

S1-3: ADJUNCT FACULTY REPORT: None.

IX. ANNOUNCEMENTS

1. State Wide Academic Senate Plenary Session November 6-8, Westin Bonaventure Hotel Los Angeles.
2. PCC FACCC Conference: Friday, November 14 and Saturday, November 15. Teaching & Learning Colloquium.

   Note: Conference cancelled after this announcement. To be rescheduled

Pat Peach expressed a need for adequate funding to the divisions for their staff conference attendance.
Comments from Dr. Jacobs and Dr. Perfumo. They will talk with the deans about providing funds from the Basic Skills Initiative (BSI).

Jo Buczko: Announced
November 18: 11:30 a.m.– 1:30 p.m. Students will be collecting cigarette butts on campus.
November 20: Great American Smoke Out. This is a national event.

ADJOURNMENT:
Motion made by
NEXT MEETING: November 17, 2008