Nov. 19, 2007

OFFICERS AND MEMBERS PRESENT

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<thead>
<tr>
<th>Department</th>
<th>Name</th>
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<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>BUSINESS AND COMPUTER TECHNOLOGY</td>
<td>PATRICIA LYNN</td>
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<tr>
<td>CEC</td>
<td>NADEGE WILLIAMS</td>
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<td>HEALTH SCIENCES</td>
<td>LORI GAGLIARDI</td>
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<td>HEALTH SCIENCES</td>
<td>LEE HASSIJA</td>
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<td>LANGUAGES</td>
<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>MATHEMATICS</td>
<td>PAT PEACH</td>
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<td>PERFORMING &amp; COMMUNICATION ARTS</td>
<td>TAD CARPENTER</td>
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<td>PERFORMING &amp; COMMUNICATION ARTS</td>
<td>RITA GONZALES</td>
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<td>SOCIAL SCIENCES</td>
<td>SUSIE LING</td>
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<td>SOCIAL SCIENCES</td>
<td>DAVID URANGA</td>
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<td>SOCIAL SCIENCES</td>
<td>HUGO SCHWYZER</td>
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<td>SPECIAL SERVICES</td>
<td>JO BUCZKO</td>
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<td>VISUAL ARTS</td>
<td>YOLANDA MCKAY</td>
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OFFICERS AND MEMBERS ABSENT

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<tr>
<th>Department</th>
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<tr>
<td>COUNSELING</td>
<td>CECILE DAVIS ANDERSON</td>
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<td>ENGINEERING</td>
<td>MARK KEEHN</td>
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<td>LIBRARY</td>
<td>KRISTA GOGUEN</td>
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<td>NATURAL SCIENCES</td>
<td>JOE CONNER</td>
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<td>NATURAL SCIENCES</td>
<td>MARTHA HOUSE</td>
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<tr>
<td>PHYSICAL EDUCATION</td>
<td>JESSIE MOORE</td>
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GUESTS AND VISITORS

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<tr>
<th>SUPERINTENDENT/PRESIDENT</th>
<th>DR. PAULETTE J. PERFUMO</th>
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<tr>
<td>PRESIDENT, CLASSIFIED SENATE</td>
<td>DEBRA CANTARERO</td>
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<tr>
<td>FACCC</td>
<td>ROGER MARHEINE</td>
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<tr>
<td>CALENDAR COMMITTEE</td>
<td>DOROTHY POTTER</td>
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<tr>
<td>RANK COMMITTEE</td>
<td>TED JAMES</td>
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I. CALL TO ORDER / OCTOBER 8 MEETING

The meeting was called to order by 3:12 pm.

II. PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

The Pledge of Allegiance was led by Fred Keene.
Introductions: Dorothy Potter(Calendar Committee Chair); Ted James (Rank Committee Chair), and Stuart Wilcox (Institutional Research and Planning).

III. APPROVAL OF MINUTES

The November 5 minutes were reviewed and accepted as presented.

IV. PUBLIC COMMENT: None

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

1. Calendar Committee: Dorothy Potter provided a memo and three drafts of the 2009-2010 Academic calendar. All drafts begin fall semester on Monday, August 31. The Senate representatives were asked to share this information within their divisions and to be prepared to vote for their first choice at the next meeting. (President Dabelow later indicated that a vote would not be taken at the next senate board meeting.)

Draft 1:
Winter Intersession: Jan 1 is on Friday
The first day of classes is on Monday, Jan. 11. The session ends Friday, Feb. 19.
Spring Semester: The semester begins Monday, Feb. 22 and ends Friday, June 18.

Draft 2:
Winter Intersession: Jan 1 is on Friday
The first day of classes is Monday, Jan. 11. The session ends Friday, Feb. 19.
Spring Semester: The semester begins Monday, Feb. 22 and ends Friday, June 18.

Draft 3:
Winter Intersession: First day of classes is on Monday, Jan. 4 and ends on Thursday, Feb. 11.
Sprint Semester: Begins Tuesday, Feb. 16 and ends on Friday, June 11th.

Faculty Flex Days
No Faculty Flex Days are indicated on attached drafts.
Are faculty flex days necessary once SLOS are created and assessed?
Have flex days for faculty outside of the regular semester class days.
Have flex days for all faculty and staff outside of the regular semester class days.

Comments/Concerns:
Facilities should be contacted about impact on both staff and faculty with the moving into or out of offices and classrooms when campus buildings come on line. Dorothy said there is a Facilities representative on the Calendar Committee.
Draft 3: Spring Semester: Finals week should read: June 5 – 11, not June 12 - 18
Saturday Music and Speech classes will lose a class day because of finals week.
Fall semester 2010 would begin Aug. 30 and end on Friday, Dec. 17. There would be a three week break between the end of summer and the beginning of fall.
Susie Ling commended the Calendar Committee on a job well done.
The proposed drafts are confusing in determining student benefits.
 Classified staff would like a week break before after the spring session and before the winter intersession to ready the campus: lab and roster preparation, registration, and other duties.
Proposed Compromise: have a two day vacation/set-up time versus one week.
Facilities request a block of time in the summer (preferably in August) to complete larger projects.
President Dabelow asked for division feedback to be forwarded to Dorothy.
Social Sciences’ staff does not support Flex Days.
It was suggested that Flex Days be scheduled on days that are not a part of the semester. There is the issue of pay which would be a union issue.

Dorothy Potter can receive division recommendations and forward these plus the above comments to committee chair Lisa Sugimoto.
2. Health and Safety Committee: Jo Buczko presented a Tobacco Attitude Survey - Spring 2007, committee report on Campus Smoking Policy a list of 100% smoke-free campuses statewide.

Survey: Students, faculty and staff agree that secondhand smoke causes problems. Becoming a smoke-free campus is most supported by staff and least supported by students. Designated smoking areas on campus are most supported among staff and faculty. There is more support for enforcing the existing smoking regulations than on developing smoking and smoke free areas. The committee is becoming more proactive in support of a smoke-free campus and advocates a campaign to increase awareness of 1) the negative effects of smoking; 2) there are state laws banning smoking within 20 feet from the perimeter of a building (not just 20 feet from an entrance); and within 20 feet of any space where food is being served.

The Committee will work with Student Affairs on designing 1) an information banner and a 2) bookmark that would be handed out by the Bookstore.

The committee wants to increase signage in an attractive manner which would designate smoking and non-smoking areas. There will be overlapping smoke-free areas between various campus buildings and within the 20 feet perimeters. The area between the R and C building is off limits to smoking.

Resources for campus smoking policy education would include: the campus web site, Welcome Day information, Health and Safety Fairs, Student Health Services, etc.

Designation of 20’ perimeters could be made by locating ashtrays 20 feet from the building.

Comments/Suggestions
This matter should be placed on the CCC agenda.
Courier suggestions: publish a designated zone map and list smoking health risks.
Classrooms could have posters about the smoking policy.
Faculty need to be educated and trained on how to remind students about designated smoking areas.
Police and security should be in charge of informing students about designated smoking areas.

3. Educational Policies Committee: Jim Bickley.
An Academic Integrity Policy will soon be drafted.
Program Discontinuance: The Committee will explore situations that don't have to use elaborate and involved processes in eliminating certain programs. Faculty concerns were received from faculty about this and forwarded to the Educational Policies Committee and Voc Ed Committee. Opinions may be forwarded to Dr. Bickley.

Class Overlap Procedures: Some faculty have been asked by students about having leeway to arrive late to class. A form is currently used and must be signed by an instructor acknowledging that a student will miss class for a certain time frame and will agree to make-up this time up.
It was suggested there be a check list showing how a student makes-up time.
Ideas may be forwarded to Dr. Bickley.
4. Ad Hoc Disaster Relief Committee chair Pat Peach received a thank-you letter from the Lake Tahoe Community College District for the Senate’s $200 donation made to its Fire Employee Displacement Fund.

5. Rank Committee: Fall Change of Rank approvals: Ted James thanked the Committee for its support and assistance. A list of faculty members who qualified for rank promotion was submitted. All were approved. The list was distributed to all representatives who are asked to share with their division.

MOTION made by Fred Keene and seconded by Mark Dodge to approve these recommendations.
Vote: Approved by a majority. Abstention: Edward Martinez

Handout [orange sheet]: provided a partial sample of information from various community college's showing how many people at other community colleges had ranks similar to PCC. It was easier to cluster the Ph.D’s and EDD's together.
Mr. James is a member of the state advisory committee for the Chancellor's office for VTEA.

Suggestions:
Have the Committee look into changing rank requirement formats so untenured/full-time instructors can more easily apply for change in rank.
Review ways beyond coursework that allow for advancement in rank.
Professional growth credits are met using guidelines from Human Resources

MOTION made by Yolanda McKay and seconded by Fred Keene to request the Rank Committee to consider reconsidering its rank parameters.
VOTE: Motion passed unanimously.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS

1. Appoint Edward Martinez as chair of the Ad Hoc Title V Committee.
MOTION made by Fred Keene and seconded by Mark Dodge:
Vote: Approved by a majority. Abstention: Edward Martinez
Discussion: In response to Susie Ling's concern about the word Ad Hoc to describe this Committee, President Dabelow said the Senate's Bylaws need to be changed in order to create a new standing committee easily. Constitutional revisions will be looked into before President Dabelow leaves office.

2. Appoint James Aragon, Linda Hintzman, Patricia D’Orange-Martin, Debra Wood, and Kathleen Uyekawa to the Ad Hoc Title V Committee
3. Appoint Andrzej Bojarczak and Sharon Bober to the Distance Education Committee
4. Appoint Regina Cooper to the hiring committee for PASS Coordinator
MOTION approving items 2 through 4 made by Ahni Armstrong and seconded by Pat Peach.
Vote: Unanimously approved.
MOTION to accept the report made by Fred Keene and seconded by Patricia Patty Lynn.
Vote unanimously approved.

VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President’s Report: President Dabelow authorized the second/final payment of
$900 for the Dr. Kossler Scholarship Fund (Total of $1800) approved by the senate board last
spring. She received a thank-you letter from the Foundation office. The Jim Gonzalez Ceramic
Fundraiser was a success. A special thank you was extended to Susie Ling for coming up with
the idea and providing refreshments and a “thank you” to Jim Gonzalez and Alex Kriselis for
their support. Kris Pilon offered her services for teaching a silk screening workshop around
Valentine’s Day. These workshops are a good way to raise money for the Senate and to
showcase faculty talent.

Proposition 92 Donation envelopes were provided for handout.

R-2 Vice-President’s Report: Jim Bickley: No report.

R-3 Secretary’s Report: Edward Martinez thanked the Board for its vote of appointing
him chair of the Title V Ad Hoc Committee. More committee members are needed in addition to the
current five volunteers. Needs: One Natural Sciences representation; two Health Sciences
representatives; representatives from Social Sciences, Business, VAMS, PE, etc.
Senate representatives were asked to volunteer or to ask their division colleagues.

R-4 Treasurer’s Report: Ahni Armstrong
Ceramic Workshop Fundraiser: 24 people signed up at $35/each. $840 was made to be applied towards
the General Fund. Ahni Armstrong thanked the participants, Jim Gonzalez for his tutoring and Alex
Kritselis for donating the materials.

VIII. INFORMATION ITEMS

1. Green Campus Issues: Ling O’Connor and students have organized the “Seeds of Change” club. The
club’s goals are: to create an awareness of the environmental crisis, to make the campus climate
neutral, and to get PCC to participate officially in the Association for the Advancement of Sustainability
in Higher Education. PCC will be asked to sign the President’s Climate Commitment which supports
making our campus climate neutral and reducing the amount of carbon monoxide put into the air. This
commitment has been signed by all nine Los Angeles District community colleges, many other
Community Colleges, many CSUs, all the UCs, and many independent schools.
Ms. Ling provided a very informative power point presentation about California's depleted water reserves, indicating that the water issue is also a social and moral issue. The solution comes from change. Teachers can work together to inform and motivate our students to change the world. Ms. O’Connor suggested showing noon-time videos and the Building Department building an eco-house. There was the suggestion of having a greening across the campus ambassador to give short classroom presentations. President Dabelow said the Executive Committee will discuss what the Senate can do to help in terms of this matter.

2. “What To Do” Brochure: Guide For Faculty: Health issues have not been included in this brochure. President Dabelow will resend publication to the Senate representatives for additional review and to be prepared to vote on this matter at the next meeting.

3. Draft ARCC report from the System Office. President Dabelow sent an e-mail to all full-time faculty with a link to a draft of the 2008 ARCC Report; handouts of the pages covering PCC were made available to the board. The report provides comparisons in AA/AS degrees, transfer, persistence and other measures over three time periods. According to Stuart Wilcox, because the most recent data has been evaluated using somewhat different criteria than last year, as such, it is difficult to compare data. Stuart Wilcox of Institutional Research and Planning said that the report’s statistics and figures have been recalculated by the Chancellor’s office.

4. Social Sciences Division Concerns: Social Sciences representative, Susie Ling, presented a statement that was approved by a majority of the faculty in that division. They have asked the Senate to express “dissent” for the way in which the Board of Trustees “ratified” the purchase of a new car for PCC's new president. They also objected to the fact that the new car, a Cadillac Deville, will only get 14 miles per gallon of gas. The Senate Board ultimately voted to have the Senate’s executive committee gather all the facts before making a recommendation or taking a position.

Original MOTION made by Jim Bickley and seconded by Mark Dodge in support of the Social Sciences’ statement.

Discussion:
- The Union is not happy with this matter.
- The vehicle purchased will be the District’s vehicle.
- Faculty concerns should be presented to the Board of Trustees
- Not all Senate representatives have knowledge of this matter

MOTION to withdraw Motion 1 made by Jim Bickley and seconded by Mark Dodge.

MOTION made by Mark Dodge and seconded by Jim Bickley for the Executive Committee to research and provide the facts on this matter.

Ms. Ling said she will abstain from voting because she cannot speak for her division on this particular motion at this time.

Vote: Motion passed by a majority. Abstention: Susie Ling
**STANDING INFORMATION ITEMS:**

S1-1: Pasadena City College Faculty Association Report. Roger Marheine
Three Hundred plus members have joined the union in about one month’s time.
All old union members must sign a new union card to be a member of the new faculty association.
Union members can vote on contract ratifications, run for union office, serve on union committees, etc.

Mr. Marheine expressed concern about a flier distributed campus-wide by Richard McKee. He described the flier as being a disingenuous and vile attack on the union. The union is looking into this flier as being possible libel. The *Courier* contacted Mr. Marheine for a response. Two of the Courier’s staff attended a meeting last Thursday to talk about this matter. On Thursday the *Courier* printed an article making Mr. McKee’s side seem much more credible than, according to Mr. Marheine, it really is. Mr. Marheine called the *Courier* adviser and filed a protest. The author of the *Courier* article has “disappeared” and Mr. Marheine has not been able to “find him.”

Dues Clarification: According to Mr. Marheine it’s not good to advertise and promote a union on the “cheapness” of the dues. A union is about unity and respect of the workers. The new union board voted to retain the 1% fee for the present time as a means to build-up a reserve to deal with demands on union resources such as those resulting from law suits or from the possibility that the state CTA may demand the payment of “back dues” that they claim the local union owes to them. Mr. Marheine announced the formation of a negotiations team that includes: Yves Magloe, Ted James, Manny Perea, Lee Reinhartsen, Lori Gagliardi, Tony Juge, and Krista Walter.

Mr. Marheine added that the Union has had to use membership money to defend its position. Richard McKee has sued the union three times, and he has spoken of planning to sue again. The Union has to go to court and pay (money from dues) to defend itself.

The Union is following the model of Santa Monica College and Foothill De Anza. Both schools keep a reserve of $600,000 for various litigation and various rainy day issues. PCC’s union has approximately $100,000 currently. Some monies have to be placed in an escrow account for a 60-day period. The issue of keeping a large reserve is one that PCC’s union feels is needed for fiduciary responsibility.

A handout was provided entitled: Membership and Dues for PCCFA: Points of information. Mr. Marheine asked for this information to be shared with all faculty; another memo similar to this one will be distributed campus-wide next week. There will be campus-wide guest presenters, and a survey will be distributed after Thanksgiving for faculty to discuss their negotiation priorities.

Question: Weren’t lower dues mentioned as a selling point to vote for the new union?
Answer: Mr. Marheine said he would like to see PCC’s union dues reduced but he personally never claimed that dues would be lowered if the new union were voted in by faculty. Indeed, individuals were urged not to use the .6 figure as an argument for the new union. Santa Monica has lower dues because they have succeeded in building a larger reserve.

S1-2: FACCC REPORT & PCCFA REPORT: No report.

S1-3: ADJUNCT FACULTY REPORT: Mark Dodge. No report.

IX. ANNOUNCEMENTS:
Patricia Lynn presented information about Operation Santa Clause, a Christmas gift delivery program sponsored by The Pasadena Junior Chamber of Commerce. Ms. Lynn offered to provide additional information to interested Senate representatives or to others who might be interested.

X. ADJOURNMENT: Motion made by Mark Dodge; seconded by Fred Keene: 4:45pm.

Send out calendar handout to absent reps.

NEXT MEETING: Monday, December 3, 2007