# 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>Jim Bickley</td>
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<tr>
<td>Vice President</td>
<td>Edward Martinez</td>
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<tr>
<td>Secretary</td>
<td>Ahni Armstrong</td>
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<tr>
<td>Treasurer</td>
<td>Patricia Lynn</td>
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<tr>
<td>Adjunct Faculty</td>
<td>Mark Dodge</td>
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<tr>
<td>Business and Computer Technology</td>
<td>Shelley Gaskin</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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<tr>
<td>English</td>
<td>Martha Bonilla</td>
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<tr>
<td>Kinesiology, Health &amp; Athletics</td>
<td>Jessie Moore</td>
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<tr>
<td>Languages</td>
<td>Lennath Persaud</td>
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<td>Languages</td>
<td>Andrzej Bojarczak</td>
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<tr>
<td>Library</td>
<td>Judy Ohye</td>
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<tr>
<td>Mathematics</td>
<td>Fred Keene</td>
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<td>Pat Peach</td>
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<td>Social Sciences</td>
<td>Dave McCabe</td>
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<td>David Uranga</td>
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<tr>
<td>Special Services</td>
<td>Jo Buczko</td>
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<tr>
<td>Visual Arts</td>
<td>Rebecca Morris</td>
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# OFFICERS AND MEMBERS ABSENT

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<tr>
<th>Department</th>
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<tbody>
<tr>
<td>Engineering</td>
<td>Mark Keehn</td>
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<tr>
<td>English</td>
<td>Took Took Thongthiraj</td>
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<tr>
<td>Health Sciences</td>
<td>Anita Bobich (Fall)</td>
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<tr>
<td>Health Sciences</td>
<td>Lee Hassija</td>
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<tr>
<td>Health Sciences</td>
<td>Tom Neiderer (Fall)</td>
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<tr>
<td>Natural Sciences</td>
<td>Open</td>
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<td>Open</td>
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<tr>
<td>Performing and Communication Arts</td>
<td>Rita Gonzales</td>
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<tr>
<td>Performing and Communication Arts</td>
<td>Tad Carpenter</td>
</tr>
<tr>
<td>Visual Arts</td>
<td>Roland Percey</td>
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GUESTS AND VISITORS

<table>
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<tr>
<th>Role</th>
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<tbody>
<tr>
<td>PCC PRESIDENT</td>
<td>DR. PAULETTE PERFUMO</td>
</tr>
<tr>
<td>VICE PRESIDENT, INSTRUCTION</td>
<td>DR. JACKIE JACOBS</td>
</tr>
<tr>
<td>CLASSIFIED SENATE</td>
<td>Leticia Velez</td>
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<td></td>
<td>Debra Cantarero</td>
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<tr>
<td>ACADEMIC SUPPORT</td>
<td>Bob Miller</td>
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<tr>
<td>AD HOC SUSTAINABILITY COMMITTEE</td>
<td>Ling O’Connor</td>
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<tr>
<td>CAMPUS CHANGE</td>
<td>Carrie Afuso</td>
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<tr>
<td>STUDENT</td>
<td>Aaron Craddolph</td>
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<tr>
<td>PACA</td>
<td>Jim Arnwine</td>
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<td>Rosemary Scott</td>
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I. CALL TO ORDER -- 3:15 p.m.

II. PLEDGE OF ALLEGIANCE AND INTRODUCTIONS
Pledge of Allegiance led by Fred Keene.

Introductions: President Perfumo, Dr. Jackie Jacobs, Dr. Jim Arnwine (PACA)
Rosemary Scott (PACA); Ling O’Connor (Natural Sciences); Leticia Velez (Classified Senate Vice President), Debra Cantarero (Classified Senate President), Bob Miller (Academic Support); Carrie Afuso (Campus Change); and Aaron Carlo (PCC Student).

III. APPROVAL OF MINUTES
The June 2 minutes were reviewed and approved with the following correction(s). Motion made by Patricia Lynn and Seconded by Ahni Armstrong.
Library: Present: Krista Goguen (present), Judy Ohye (not present).
Parliamentarian, Mark Dodge, noted that representatives not present at the June 2 meeting cannot vote on this motion.
Vote: Motion passed by majority vote.
Abstentions: two

IV. PUBLIC COMMENT
Health & Safety Committee representative Jo Buczko stated both the committee and student representatives support the approval of a campus no smoking policy. The policy prohibits smoking within 20 ft of any of the buildings, where food is served and around the perimeter of athletic venues. Citations will be issued for violators of this policy beginning January 2009. Citations can currently be issued for littering (trash, cigarette butts, etc.). Student Campaign slogan is No Buts, No Butts.
The Health Center is coordinating programs addressing hazards of second hand smoke, nicotine use, etc. Handouts and posters were provided for division review and distribution.

V. STANDING/ AD HOC/ CAMPUS-WIDE COMMITTEE REPORTS
1. Ad Hoc Title 5 Committee: Edward Martinez referenced three policy changes the Committee is working on.

Policy 3200: Curriculum Development, Adoption, and Review (p. 73, Senate Resource Manual). Changes were made in the procedures to qualify the role of the C&I Committee in reviewing requirements for Associates Degree, majors and certificates. (p. 74)

For clarification, Mr. Martinez asked if this policy was now basically complete because it was approved through the C & I Committee. President Bickley said he will research this question with ASCCCC resources.

Page 78. Policy 4050: Grading, Course, Credit and Related Topics.
This policy was reviewed by the Senate Board last spring. The Senate will vote on procedural changes this fall semester. Minor changes for review include introducing the grades of pass/no pass versus credit/no credit. New grades of FW (failure to withdraw: when a student fails to show up for a course) and MW (military withdrawal) have clarification with regards to repeat credit -- a process by which students can petition to take courses they have not passed successfully.

Question: W is not a grade and F’s can only be given by the instructor.
Answer: Mr. Martinez said the instructor determines what grade is to be given and FW has the same GPA value as an F, as opposed to W which does not affect a student’s GPA.

Students can withdraw through Admissions and Records for medical reasons. A medical withdrawal usually results in a W.

Page 88: Policy 4060 on Degrees, Certificates and Transfer Certifications.
Page Correction: Replace word Second Draft at top with words First Draft.

Page 89 was incorrectly printed: New version of 89 was handed out.
Policy 4060 deals basically with Associate Degree patterns for both AA and AS degree, certificates of achievement, and transfer certifications to the UC and Cal State Systems. Most significant changes are in AA and AS degree requirements. As of fall 2009, students will need to complete Math 131 (Intermediate Algebra) and English 1A in order to graduate. Also listed GE requirements clarifications in areas like Natural Sciences, Social Sciences, American Institutions, Health Education, etc.
Page 90: Requirements for the AS Degree.
No major changes. The AS Degree basically becomes a CTE (Career and Technical Education) degree because it is tied to Certificates of Achievement. (Example: Degrees will be available in Registered Nursing, Business Information Technology, etc.)

AA Degree: PCC has had transfer degrees based on transfer patterns for UC and CSU system. These are being removed through Title 5. Majors have to be developed for the AA Degree. Title 5 Ad Hoc Committee has been working on development of majors towards the AA degree.

The Committee is submitting to C & I Committee a list of majors: Degrees listed on page 97 of Resource Manual. Additions can be added. Requests for copies of various major specifics may be forwarded to Judy in the Senate office via e-mail at jabenson@pasadena.edu.

Mr. Martinez will be available to meet with faculty members to define criteria for the status between a major and an area of emphasis based on Title 5 regulations.

The Ad Hoc Committee has written three memos to the C & I Committee.
See Senate Resource Manual:
AS Degree is an applied degree in the field of Career & Technical Education.
AA Degree is a transfer degree.

Page 65. July 17 Memo to C & I Committee Re: Recommendations for the AS Degree
This memo addresses both competency and GE requirements.
Some courses are being removed from competency and some courses are being added to the GE requirements. Courses underlined are recommended additions. (Reverse order of pg. 66 and 67). The committee is recommending that the PE exemption for RN and LVN students not be continued because the rationale that was in place previously for RN/LVN accreditation is no longer there. List of GE requirements is tied to list of certificates of achievement.

Page 69: July 17 Memo to C & I Committee Re: Recommendations for the AA Degree
Competency requirements are basically the same. Some course additions are recommended. Because the AA degree is a transfer degree, it must include courses between 1 and 99 for GE requirements.

Page 70. Language and Rationality. These transfer courses are stricter.
Health Education. Several courses being removed were appropriate for an AA vs. AS degree.

Major Requirements: Students will achieve an AA degree in business, communication studies, etc. (see p. 97 of Resource Manual).

Mr. Martinez requested Senate representatives to share this information within the various divisions. The Senate will be voting on policies reviewed through the C & I Committee. The proposed majors’ list can be sent to all faculty members from the Academic Senate Office.

Pages 70 and 71 were transposed. English 1B is added to English Composition and reference to English 1C should be removed.

Questions: If students were planning to transfer in the field of biology, what area would they apply under. Answer: Mr. Martinez said the student could apply for AA or AS degree in Natural Sciences. Faculty need to let the Committee know what would be the faculty preference for courses for a degree in this area.

Ad Hoc Sustainability Committee: Ling O'Connor
Green Summit Community Event; Sunday, November 2, 2008 10am-1pm: Community Fair; 1pm – 4pm Southern California Climate Action Network Green Summit; 7pm – 9pm Film and panel discussion.
Topic: Water crisis and climate change.
Event Hostess: Dr. Perfumo
Welcoming speech: Mayor William Bogaard
Participants: Include members of Southern California Climate Action Network
Cal Tech and other schools and universities

The committee would like to invite speakers for other places and to offer reimbursement for gas for outside speakers, bring together diverse groups, engage the PCC community to work towards sustainability in a variety of areas (including tuition; Ling stressed that the campus should create and move towards having a more sustainable world. Dr. Perfumo has been asked to sign the American College & University President’s Climate Commitment which has been signed by 566 other colleges. This Commitment addresses recycling and integrating sustainability into various areas on campus. Approval would increase our chances of receiving future funding supporting sustainability. Congress passed a sustainability act a month ago.

A government organization entitled Bottles & Cans can be contacted for free recycle containers. Dr. Bickley added that the campus-wide task force should be over the
coordination of campus sustainability and receive input. Ling is a Task Force Representative.

Dr. Perfumo said she will sign the President’s Climate Commitment following review. Students are interested in taking on campus-wide recycling.

Bottles & Cans can send out free containers for use in classroom/hallway, etc. Monitoring of these cans is up to the division/faculty/instructor.

The use of gray water could benefit landscape areas,

President Bickley noted that the Board of Trustees is open to ideas and suggestions.

VI. EXECUTIVE COMMITTEE RECOMMENDATIONS

1. Appoint Patricia Lynn as chair of the Faculty Handbook Committee
2. Appoint Sandra Haynes as chair of the Academic Senate Distance Education Committee
3. Appoint Dan Gallup as chair of Academic Senate Committee of Academic Freedom and Professional Ethics (CAFPE)
4. Appoint Bob McLean as chair of Academic Senate Scholarship Committee
5. Ratify Rich Wheeler and Michael Jones to hiring committee for Technician in Facilities Services.
6. Appoint Jim Bickley and Rita Gonzales to serve on hiring committee for Dean of External Relations.
7. Ratify Karen Carlisi, Jeff Rudisill, Chuck Ward, Jim Bickley, and Susan Bowers to the Ad Hoc Campus-Wide Flex Day Committee.

Motion made by Fred Keene and seconded by Mark Dodge to approve appointments of 1, 2, 3, 4 and 6 and ratify items 5 and 7.

Vote: Motion unanimously approved.

Sent to Committee: No items presented this date.

MOTION made by Fred Keene and seconded by Mark Dodge to move the presentation of Information Items 1, 2 up on the agenda. Vote: approved unanimously.

VIII. INFORMATION ITEMS

1. Update on Campus Change: Carrie Afuso (Cross Cultural Center Coordinator).

Two handouts provided: Bookmark and 1 page handout.

Ms. Afuso will be taking over from Courtney Hunter the coordination of the Campus Change Network. Ms. Hunter has accepted employment with another college. Ms. Afuso
has been involved with Campus Change for the last two years. She has worked with development of student success through retreat sessions, organizational change and development.

DVD Presentation was made by both Carrie Afuso and student, Aaron Carlo Craddolph. Presentation entitled: Many Voices, One vision for Student Success:
This slide-show presentation showed the interconnection between students and faculty through activities such as mixers, retreats, roundtable discussions, etc. She expressed a desire for both the Academic Senate and the Classified Senate representatives to come under the umbrella/infrastructure of the Campus Change network to make PCC the best school for student success. Web site information may be found on the PCC web site under Human Resources.

2. Speech-Language Pathology and/or Community Orders Discipline. Rosemary Scott and Jim Arnwine have been working on ways to establish a new statewide discipline for speech-language pathology assistant. There is currently no such discipline listed on the Chancellor’s website. They are working on laying the groundwork and need the Academic Senate support as they try to establish this new discipline.

PCC offers a two-year Associate Degree and Certificate Program for Speech-Language Pathology Assistant. There are courses in this program that are within the speech department area. There is a hiring challenge resulting from minimum requirements for these courses. Speech-language pathology is not a discipline in the California community college list of disciplines. Coordinator of the Speech Language Assistant Program, Rosemary Scott said the Speech-Language Pathology Assistant program was begun at PCC in 2000. There is a need for more Speech-Language Pathology Assistants (SLPAs) to fill the need in this area. She urged the Academic Senate to support (possibly by motion) approval of this program as a discipline so it can be recognized throughout the community college system. Currently, following earning a certificate or AS degree, SLPAs can move on to get a bachelors degree, a master’s degree and become a licensed speech pathologist.

There are seven SLPA programs throughout the community college system: Orange Coast, Santa Ana Community College, Grossmont, Cerritos, San Joaquin, Pasadena, and American River Community College. A specialist in the Chancellor’s Academic Affairs office has advised that the local Academic Senates need to be worked with first, followed by a voting process.

President Bickley requested that Rosemary Scott and/or Jim Arnwine put their request in the form of a motion or proposal for Academic Senate discussion and review.
VII. REPORTS FROM EXECUTIVE COMMITTEE

R-1 President’s Report:
President Jim Bickley took office as Academic Senate President on July 1, 2008.

Request for new committee members: The Senate Board was urged to make division
announcements urging their faculty members to join CAFPE and/or the Distance Education
Committees. Sandra Haynes said the Distance Education Committee plans to look into
ideas about earning an AA or AS degree on line.

Board Meeting/Comments: The Board expressed its appreciation to faculty with the
challenges and adjustments associated with the increase (4%) in student numbers.
There was good faculty and staff participation on Welcome Day.

Announcement: September 11, 6:00 PM Ruby McKnight Annual Awards Banquet
Cost: $150.00 The President’s office is selling tickets for two tables.
Theme: Imagine
Honorary Chairpersons: Bernard Melikian and Ronald Okaum
Keynote Speakers: Assemblyman Anthony Portantino

Budget: The school is successfully managing its financial affairs until the State Budget
passes. Dr. Perfumo said both the Senate and the Assembly were called back to
Sacramento this past Sunday and it is hoped that the stalemate will soon be broken.
There are a number of sister colleges in “dire straights“ because of having to take out
loans, along with the interest that is charged.

Interim Campus Positions filled include:
Marc Zacovic: Vice President for Administrative Services
Lyle Engeldinger: Dean, Human Resources

Town Hall Meeting dates (pending). Dr. Perfumo announced the previously scheduled
dates are being rescheduled.

Various campus constituency groups will be looking into the possibility of arming campus
police officers. A report will be made available to the Senate board for its review in the
future.

Dr. Perfumo: PCC is developing information for future high school articulation
agreements.

Executive Committee Recommendations: 2008-2009 Academic Senate Goals.
Handout provided in Resource Manual (p. 40). President Bickley asked that these goals be shared within the various divisions for review prior to voting on accepting these goals at the next Senate meeting. Goals #8 and #9 reflect changes or new issues.

R-2  **Vice-President’s Report:** Ed Martinez reported that the College Coordinating Council is scheduled to meet September 24, and to be followed by a report. This summer Mr. Martinez attended the ASCCC Curriculum Institute and Faculty Leadership Institute. This was a good opportunity to learn about local issues from other schools and about faculty/management relationship discussions.

R-3  **Secretary’s Report:** Ahni Armstrong provided the following ASCCC Plenary Session information.

- **Fall:** Nov. 6 -8, 2008.
- **Spring:** Apr. 6 – 18, 2009.

Other institutes interest include, accreditation, teaching, vocational education, SLOs, assessment, leadership institute and curriculum.

R-4  **Treasurer’s Report:** Patricia Lynn will be able to provide Senate Treasury balance information at the next meeting.

Retreat Handout Provided: Effective Academic Senate Representation

Senate representation is a vital part of shared governance. Senate representatives are needed to actively participate in shared governance and effectively communicate Academic Senate processes at division meetings and to your colleagues. Patricia Lynn may be contacted (x7031 / prlynn@pasadena.edu) to help with creating a telephone tree or e-mail distribution list. Donations are always needed to support the senate general fund or the scholarship fund. This can be done through payroll deduction or by writing a check. There is a strong move by the State Academic Senate for stronger faculty involvement on committees. The ASCCC has funds for traveling to Sacramento. Most meetings (usually once a semester) are by teleconference.

**STANDING INFORMATION ITEMS**

- S1-1:  PCCFA.
- S1-2:  FACCC REPORT.
- S1-3:  ADJUNCT FACULTY REPORT: Mark Dodge reported adjunct faculty are glad they here working on campus.
IX. ANNOUNCEMENTS
Perfumo announced a reception scheduled for Thursday, Oct. 2: 3PM-5PM in C233 for the New Interim Vice President of Business Services and the Interim Dean of Human Resources. All are welcome to greet our two new employees.

Tuesday: Oct. 28, 11:00 a.m. – 2:00 p.m. PCC Foundation is holding our first inaugural, Building The Spirit of a Vibrant Community awards luncheon. Recognized nominee is Senator Jack Scott.

Flex Day: October 1st.

ADJOURNMENT: 5:10 PM Motion made by Mark Dodge. Unanimously approved

NEXT MEETING: September 22, 2008