



PASADENA AREA COMMUNITY COLLEGE DISTRICT

COUNCIL ON ACADEMIC AND PROFESSIONAL MATTERS

**Wednesday, February 11, 2015
3:00 P.M. – 5:00 P.M.
C-233**

MEETING NOTES

Meeting called to order at 3:10 PM

APPROVAL OF NOTES

Requested use of first/last names be consistent throughout notes.

Dr. Kathy Scott, correction on page 2, Block Scheduling - Input from Deans and faculty of their respective areas indicated that start time of 7 AM problematic for students.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Melissa Michelson – Service on multiple committees, she requested from HR, they would not provide. Public records request in to Gail Cooper. Will request again.

b. COLLEGE COUNCIL PROCEDURES

Purpose of committee is to look at College Council procedures and how to be more effective in their operations.

c. EMP UPDATE PROCEDURES - Carry over to next meeting

d. HIRING COMMITTEE PROBLEMS

Eduardo Cairo suggested allow faculty to rate list, and members to participate on committee. Dr. Ryan Cornner clarified - admin and classified positions, not faculty. Carry discussion over to next meeting.

e. OBTAINING INFORMATION IN TIMELY MANNER - Carry over to next meeting

Eduardo Cairo requested information in October; nothing received yet. Dr. Kathy Scott, has experienced difficulty getting information pre-Banner. Dr. Ryan Cornner and Dr. Kathy Scott agreed much effort into creating data in manner that would make sense to requester. Request may seem simple but in reality, very detailed to make presentable. Eduardo Cairo reiterated need for hiring data.

f. EEO TRAINING

Eduardo Cairo wants list of faculty that are currently trained on EEO and those who will attend upcoming training. Carry discussion over to next meeting.

g. FACULTY COLLEGE RESPONSIBILITY

Eduardo Cairo couldn't remember what this was about. Carry discussion over to next meeting.

h. IT ISSUES/OVERSIGHT

Eduardo Cairo couldn't remember what this was about. Carry discussion over to next meeting.

i. UPDATE ON COMPREHENSIVE AND COORDINATED PROFESSIONAL DEVELOPMENT PROGRAM

Dr. Robert Bell to send memo out shortly. Eduardo Cairo asked about professional development. Must include line re exemptions. Dr. Ryan Cornner clarified, it must be in policy.

j. WINTER INTERSESSION

Eduardo Cairo wants an answer from administration on winter intersession. Dr. Robert Bell advised that Calendar Committee meeting on February 19. Meeting has a vote agendized to take to college council. Agenda to be posted tomorrow.

k. NCNs

Eduardo Cairo is waiting word; went thru shared governance. Don't have classroom inventory. Many factors, data, etc.

l. BLOCK SCHEDULING - Carry over to next meeting

FUTURE AGENDA ITEMS

Reassigned time.

Meeting adjourned at 4:35 PM.