



## PASADENA AREA COMMUNITY COLLEGE DISTRICT

### COUNCIL ON ACADEMIC AND PROFESSIONAL MATTERS

Wednesday, May 20, 2015

3:00 P.M. – 5:00 P.M.

C-233

#### MEETING NOTES

Members present: Dr. Robert H. Bell, Dr. Ryan M. Cornner, Dr. Robert B. Miller,  
Dr. Cynthia D. Olivo Dr. Kathleen J. Scott, Eduardo A. Cairo, Kristin F. Pilon, Patricia Rose

Non-members present: Valerie Foster, Stephanie Fleming, Joseph W. Simoneschi-Sloan,

1. Meeting called to order at 3:14 PM

2. Approval of meeting minutes – May 6, 2015

Corrections: page 2, 3<sup>rd</sup> paragraph – change 5030 to 6030 (3 places).

**By affirmation**, Dr. Miller approved notes with corrections as discussed

3. Announcements

Dr. Ryan Cornner would like 6030 approved; hope to place on board agenda. Will report back if complications. Dr. Miller confirmed it will be on June 30 agenda.

4. Public Comment on Non-Agenda Items

Valerie Foster, has not received any communication on the transition period between outgoing Academic Senate Executive committee and incoming. Requested coordinate at CAPM, College Council, or similar as issues being discussed that incoming AS Executive Committee will have purview over. Incoming AS Executive committee is seated in the corner while plans being made for next year. Dr. Ryan Cornner, will be discussed properly and agendized at next meeting.

5. Committee Appointments

a. Reassignment

Dr. Kathy Scott provided list and reviewed with committee. Eduardo Cairo asked if possible to make list more active. Dr. Scott, must look at term limits. Dr. Bob Miller, managers have responsibility to review loads every semester. If Deans/Associate Deans are doing correctly, submitting forms electronically will assist with accuracy. Eduardo Cairo, Academic Senate will email re-confirming reassigned time. Want AS list compared with HR/administration's list. Dr. Miller, HR report is **the** report. Dr. Scott working with Deans on timeline/deadlines. Job descriptions haven't been written and/or updated in years. Dr. Cornner, keep reassigned to a minimum and within contract limits. Eduardo Cairo disagreed, feels college doesn't have right to tell him if he teaches above certain number of classes that his effectiveness goes down. Dr. Cornner, is it contractual? Eduardo confirmed it was. Dr. Cornner, then it should be discussed. Eduardo Cairo countered, the college made determination, not union. He can get around by taking stipends. Dr. Miller, when people teach max load with stipends on top of that, it is the failure of management to allocate resources and manage. Eduardo Cairo, if reassigned time is to be distributed equally among faculty, all faculty should have right to apply the stipend. Dr. Miller, would not want to tie hands; use stipend as needed, implies short/minimum time. Stipends will be a future agenda for discussion.

6. Cosmetology

No further discussion required.

7. Dental Hygiene

Eduardo Cairo, no further discussion required.

8. Winter Summer Pay for hiring committees

Eduardo Cairo, previously stated AS's position. Is this agreeable to administration? Academic Senate agreed to have chair and members of hiring committees submit hours to Chair, who will average out then forward to fiscal for payment. Dr. Miller, has mixed feelings; will defer to Dr. Vurdien. Eduardo Cairo, last summer administration did not want to pay

faculty for time spent reviewing. Dr. Bell had compensated faculty for in-person meetings. Application review time was not paid. Dr. Miller, in recent past compensated if outside of contract period. Issues with screening process (Cornerstone) and as a result, a few committees extended past term. He had previously agreed that those faculty members affected would be compensated. Reading of applications is a new issue. Dr. Vurdien may have strong opinions on subject. Dr. Ryan Cornner, hears their concern. Will carry forward to July. Eduardo Cairo, possibility that Dr. Vurdien may not agree to pay. Dr. Miller reiterated his commitment; will honor at \$50 hour rate. He advised that this should be discussed during negotiations as it is a working condition issue.

#### 9. Accreditation Response Plan

Dr. Bob Miller, in process of hiring an Accreditation Director, will be driving force working with committee. Feels doing fine; once policy goes to Board, must move forward. Board action is necessary but is not stopping the work.

We are a mutual agreement committee, which mean Academic Senate has taken vote(s) which is the consulted with administration. Emergency accreditation will come down July 1. Will be either reaffirmed, reaffirmed with warning, or probation. Will have 7-8 months to meet recommendations. Coordinator is currently Stephanie Fleming; she has background, training, and is willing to continue through Fall and beyond. Eduardo Cairo asked Stephanie if she intended to stay through fall. Stephanie agreed then would see what best for college. At Academic Senate, spoke of stepping out in Fall but nothing further.

Dr. Miller, acting under assumption Stephanie will continue through Fall. Stephanie, agreed, then will review and if she decides to step away, can then go through the process. Dr. Miller, job is complex, requires much training and knowledge. Must be prepared. Existing policies are what they are through shared governance. Position is a flown position – open to everyone to apply. Action taken is contrary to policy and procedure, best practices. Dr. Miller willing to invest time in Kris Pilon to work with Stephanie in some capacity but not as co-chair as that position doesn't exist. Must also work with Dr. Scott to train and get up to speed. Eduardo Cairo, in terms of past practice, have used when faculty retire. Counsel has said past practice is not policy. He is not buying it. In regards to mutual agreement, did not meet on realignment, NCNs, etc., and now college wants to follow. Dr. Miller, once faculty retires they are gone. Policy is silent on how position is chosen.

Eduardo Cairo, this muddies the water. AS voted Monday; vote was on co-chair. Dr. Miller, we are mutually agreed upon campus. He has power to not agree. His decision is that we keep team as is, invite Kris to participate but not as co-chair. He will make that recommendation to Dr. Vurdien. Kris Pilon requested honesty as to what this is about; feels being disrespectful. Consultation same as consult collegially. The report white-washed what happening here. Well aware of issues. Dr. Miller, appreciates Kris' comments. Understands the feeling of disrespect. Has communicated this to the board. Dr. Vurdien also understands. He (Dr. Miller) is making the decision. Spent much time considering over the past few days. We will have the report shortly; must have best team in place and must stay with Stephanie Fleming, if she is agreeable. At the same time, he is inviting participation from others. Understands that no matter what he says, it won't be end of it. Doing what is best for college at this point in time. Eduardo asked what it is that Kris does not know. Whoever is co-chair is not doing their job. Dr. Miller, most likely nothing. Kris lacks specific level of ACCJC experience and training vis a vis standards, document preparation, etc. This is what will get us reaffirmed or placed on probation. Document becomes pivotal. As for Kris as chair/co-chair, cannot do. Informally, possibly can do. However, there is a divide among faculty; must get faculty to repair itself and that is not administration's job. Kris Pilon feels Dr. Miller doesn't have authority to subvert the decision. It's convenient for him to state consult/mutual agreement. Eduardo Cairo argued, aren't changing policy. Dr. Miller, if Dr. Vurdien were here, he feels he would not back down. Would wonder why Dr. Scott, Stephanie, and Kris could not sit down and work together. Feels he would want it to just get done.

Eduardo asked Stephanie if she agreed to have Kris as co-chair. Stephanie Fleming, no as it is not in the policy. Dr. Miller asked Kris Pilon if she could not be co-chair, would she still agree to assist. Pat Rose, if don't have title and seat at the table, won't give best effort. Feels in best interest of college to have best heads together. Dr. Miller, agreed, want as many with intelligence and desire to get this taken care of. However, we are stuck on the issue of title. Dr. Ryan Cornner, questioned Kris as to if she is looking at being chair of planning and priorities or accreditation? Kris Pilon, accreditation is her primary interest. Dr. Kathy Scott, Academic Senate talks about respect but their vote showed their disrespect for Stephanie Fleming. Stephanie Fleming, feels being forced out of the position she wants to participate in. If talking respect and collegiality, must recognize that this is what is happening. Training is required in order to participate, suggested continuing and fly position in Fall to allow others who want to participate. In this manner, can then allow training so that she can transition out. If their (AS) argument is that they don't want her to do this anymore, she is fine with this but they must follow procedure. Kris can apply for it. If she is proactive at attending ACCJC training, would make her more valuable and best candidate. Reiterated her recommendation to fly the position. Would be happy to work with that person as they transition in. Feels she is and has been collaborative, transparent, and answers all that they have wanted. However, if issue is with her, that is another conversation. Eduardo Cairo, procedure does not call for position is to be flown. Demanded to know if the administration was going to accept the vote of AS? Dr. Miller, at this moment no.

Everyone has rational, well informed positions. What must happen is a follow-up report complicated by pending ACCJC report. Absent of a re-write of policy or procedure, and title, Superintendent/President would want to maintain control over critical accreditation conditions and responsibilities. Eduardo Cairo requested that in the spirit of collegiality, AS is forwarding Kris Pilon as co-chair. Stephanie Fleming can stay on during the transition starting now. Kris agreed, rather than flying position. Dr. Kathy Scott, there will be more than 1 follow up report; being in this situation is not optimal training ground. Kris would be required to write significant sections of the report and this is not easy. Kris responded that Stephanie's writing had been enhanced by consultants. Stephanie defended this as untrue, neither consultant nor writing team had ever done this. Dr. Scott feels it is not fair for AS to put Dr. Miller in this position.

Dr. Miller, in the interest of accomplishing this, decreed that are co-chairs. If this results in Stephanie backing out, then we will be forced to hire consultant. He does not want AA to land on Dr. Vurdien. For the record, decision is made under protest as this is not what policy states. Focus must be on accreditation report. If Stephanie decides to bow out, it is on him. Dr. Kathy Scott, suggested *trainee* not co-chair. Whatever training Kris can get, Dr. Scott highly suggested she do so immediately as much of the writing she cannot accomplish alone. Dr. Miller asked Stephanie if she would feel better with term trainee. Stephanie responded in the affirmative.

Dr. Kathy Scott, the writing is very technical. She has developed these skills over several years and doesn't take this lightly. There is huge amount of work; must have able bodied hands at the wheels. It isn't about smarts, it's about experience. Kathy has written several reports; Stephanie has written response reports.

Eduardo claimed Stephanie said she would not stay on. Stephanie responded she did not say no. Procedures are very clear on what responsibilities are. She and Kris agreed to work together but there are challenges. Unsure what she is committing to. This is being forced on her while she is in the position; it is now very unclear as to what position is. Not sure this is in the best interest of how the position works. It must be clarified before she can make decision. Does not appreciate assumption that she doesn't have best interest of the college at heart. Incredibly unfair to put her in that position. Objects to the process by which this happened. How do you see roles? Who to supervise? Much to hash out. Must see if will work with her schedule. May not want the added stress. Dr. Miller, suggested that after Stephanie considers, Dr. Scott and Kris meet with Stephanie and discuss.

#### 13. Future agenda items

Eduardo Cairo shared curriculum for new coordinators. They will determine what given when. Deans to determine mentors. Pat Rose, workshops given through professional development, can then eliminate some from curriculum. Many of 36 faculty new hires don't need; Counterproductive to over-load. Stephanie Fleming, idea is to offer other courses through professional development but policy has not yet been approved. Curriculum to be agendaized for future discussion.

#### 14. Future meeting dates

Dr. Ryan Cornner requested CAPM moved off Board cycle. During AS transition period, meetings to include incoming and outgoing AS board. Eduardo Cairo acknowledged and approved. June 10 next meeting date. Due to several members participating on hiring committee interviews, will begin at 3:30 PM.

#### 15. Adjournment

Meeting adjourned at 5:00 pm