



## PASADENA AREA COMMUNITY COLLEGE DISTRICT

### COUNCIL ON ACADEMIC AND PROFESSIONAL MATTERS

Wednesday, June 10, 2015

3:30 P.M. – 5:30 P.M.

C-233

#### MEETING NOTES

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

Non-members present: Jay Cho, Stephanie Fleming, Dr. Valerie S. Foster, Shelagh E. Rose,  
Joseph W. Simoneschi-Sloan,

1. Meeting called to order at 3:46 PM

2. Approval of Minutes – May 20, 2015

Eduardo Cairo provided suggested revisions. By affirmation, meeting notes approved with revisions as discussed. Dr. Robert Miller indicated that notes are much more detailed than needed. Moving forward, notes will be abbreviated to reflect motions. Dr. Kathy Scott noted that Accreditation evidence requires proof of discussion. Dr. Robert Miller states that action oriented notes would simplify the meeting notes process.

3. Announcements

Dr. Ryan Cornner, happy birthday Bob Miller.

4. Public comments.

None

5. Reassigned time

a. Process – Dr. Valerie Foster asked for a full explanation of the process and the status of the reassigned time committee. Manuel Perea and Dr. Robert Bell working on developing new process/procedure. In the interim, the college has returned to the previous practice of posting the positions internally for 10 days and conducting interviews. When reassigned time is not specific to a grant, the position will be posted internally and a committee used to review applicants. Dr. Kathy Scott will provide listing of current reassignments and bring back recommendations to the committee on these positions.

6. Academic Senate By-Laws/Administration Procedure

A discussion occurred on the occasional discrepancy between Academic Senate by-laws and Board of Trustees policies and/or administrative procedures. Board policy takes precedence over Academic Senate by-laws, but some Senate by-laws may take precedence over administrative procedures. Each discrepancy should be reviewed on a case by case basis.

7. Accreditation Response Plan

The committee discussed potential accreditation recommendations related to interim management positions. Dr. Kathy Scott provided materials including management positions flown and upcoming. Dr. Robert Miller requested that HR provide a list of all interim or acting positions with a start date and status of the staffing of the permanent position.

13. Future agenda items

Facilities; Architecture to 2<sup>nd</sup> floor of D building

14. Future meeting dates

Suggestions: June 15, 16, 29 or 30. Marina Jiménez to poll and advise.

15. Meeting adjourned at 5:50 PM