



PASADENA AREA COMMUNITY COLLEGE DISTRICT

COUNCIL ON ACADEMIC AND PROFESSIONAL MATTERS

Wednesday, January 26, 2016

2:00 PM – 3:30 PM

President's Conference Room C-233

Summary Notes

Members in attendance: Stephanie Fleming, Valerie Foster, Robert Miller, Cynthia Olivo, Shelagh Rose, Kathy Scott, Rajen Vurdien, **Guest:** Matthew Kiaman, Rueben Smith

1. Call to Order

Meeting called to order at 2:07 p.m. by President Vurdien.

2. Approval of meeting notes: January 13, 2016

3. Announcements

Valerie Foster announced that the Senate Equity Retreat will be held on March 18 at the Altadena Country Club. All senators and alternates are invited to attend. In addition, the Academic Senate will be hosting a Valentine's Day mixer and fundraiser on February 11. VP Olivo announced that the English faculty retreat will be held on March 3 at the USC Center for Urban Education. The ESL faculty retreat will be held on April 15. President Vurdien stated that he is working with English faculty on prerequisite waivers.

4. Public Comments on Non-agenda Items

Valerie Foster indicated that there was some confusion with the administration hiring policy. There is confusion over the one staff person that is part of the eleven. President Vurdien provided the following explanation, if the administrator being hired has more faculty then classified staff reporting to him or her then that staff will be a faculty member. If the administrator being hired has more classified staff reporting to him or her then that staff would refer to classified staff. If the administrator being hired has more administrators or managers reporting to him or her then that staff would be someone from management. In addition, President Vurdien stated that Juli Mosier has clarified this process to her staff in a memo.

VP Olivo commented that a flyer for Black history month will be sent soon, fourteen events are scheduled and it is a partnership between many different campus organizations. Please forward information to faculty.

5. Accreditation Update

VP Scott shared the new accreditation timeline. The first read will be held in February. On February 24th the report will be discussed during the Planning and Priorities (P&P) committee meeting. It will also be provided to constituency group leads, and will be presented to the Board of Trustees. An accreditation forum will be held on April 14. It was recommended that while the report is being reviewed by P&P it also be available on the accreditation website, and to use the same format that was used during the self-evaluation. President Vurdien will request feedback from the board, which he will then share with VP Scott. VP Scott will add to the timeline a Board of Trustees 1st reading in July and Board of Trustees follow up in August.

6. Facilities Master Plan

Rueben Smith presented information on the master plan and provided an updated timeline. The following items were reviewed:

- Budget
- Construction of the U-building
- Space efficiency
- Flexible space
- Programmatic growth

Rueben Smith, Paul Jarrell and Mindy Craig will meet with Valerie Foster and Shelagh Rose to further discuss the facilities master plan.

7. Technology Master Plan

Mathew Kiaman provided an update on the technology master plan. The Academic Computing and Technology (ACT) committee presented a survey to College Council on November 30, feedback will be shared with ACT and the appropriate changes to the survey will be made. The goal is to have a finalized technology master plan by June 2016. The Academic Senate will have an opportunity to review the draft in April, and a timeline will be made available to them soon. Rueben Smith will present the Centennial Facilities Master Plan and Mathew Kiaman will present the Technology Master Plan to the Academic Senate. President Vurdien stated that the Academic Senate and all faculty will be briefed on the plans.

6. Future Agenda Items

- Food Bank
- Policy and Procedure Update
- Time, Place, and Manner (Crystal Kollross)

Meeting adjourned at 3:19 p.m.