

ACADEMIC SENATE BYLAWS COMMITTEE

March 22, 2013, 2:00PM

EX OFFICIO (NON-VOTING) OFFICERS		Present/Regrets/Absent
Academic Senate	A.C. Panella [Temporary Chair]	Present
Academic Senate	Jessica Igoe	Regrets
Academic Senate	Dan Haley	Absent
C & I	Carrie Starbird	Absent
IEC	Shelagh Rose	Absent
VOTING COMMITTEE MEMBERS		
Business & Computer Technology	Earlie Douglas	Present
Community Education Center	Danny Hamman	Present
Engineering & Technology	Deborah Bird	Present
Math	Erlend Weydehl	Present
English	Dan Meier	Absent
Counseling	Edward Martinez	Regrets
Performing & Communication Arts	Josh Fleming	Regrets
Languages	Gloria Horton	Absent
Library	Dorothy Potter	Present
Natural Sciences	Peter Castro	Present
Kinesiology	Terry Stoddard	Absent
Social Sciences	Eloy Zarate	Absent
Special Services	Jo Buczko	Present
Visual Arts & Media Studies	Rod Foster	Present
GUESTS	None	

Meeting Time: 2:23pm - 3:00pm

Discussion/Comments

Ex Officio members do not vote and are from areas that relate to other planning processes.

Question: Are Ex Officio members part of a quorum?

Panella: Will look into this.

Academic Senate Bylaws were last revised in 2004 and do not reflect current committee updates/changes.

Senate sub-committees do not require bylaws. A committee charge or procedures can be adopted.

Introductions: Members Present: (listed above)

Overview:

- Last year's Senate goals listed Revising the Bylaws as a priority.
- PCC Academic Senate terms are on year for both Senate executive committee officers and for division representatives.
- Most Academic Senates executive committee terms on two-years because of the learning curve.

- The Committee needs a chair with good background knowledge and has interest in the committee's charge.
- Panella's position as chair is temporary chair and will end when his term as Senate VP ending ends in June.
- After this time, Panella could be asked to sit in as an observer and provide comment. If Josh Fleming were unable to serve, there is a possible option that Panella could be asked to serve as PCA representative.
- Can invite former Senate officers or outside sources to attend the meetings to share advice and broaden the scope of conversation.
- Shared Governance Committees represent all campus areas (management, faculty, staff, students, bargaining units). Senate Committees are faculty driven. Non-faculty members cannot vote on Senate processes.

Discussion/Suggestions

- Establishing flexible bylaws to alleviate the need for major future revisions.
- Establish a "standing" Bylaws Committee to address changing campus structure and needs.
- Establish decision making principles to create more consistency with the possibility of being able to break into smaller groups with all members using the same work techniques.
- Elect a chair once a quorum is present.
- The chair's role is one of being a convener, facilitator and manager.
- Interim Senate Board reports to be provided and handled by the Chair and a representative.
- Create a Committee CANVASS page for review and input.
- Ask the Senate and other areas for input.

Topics for Second Committee Meeting:

- Under Introductions: give your expertise if interested in being the Committee Chair.
- Choose a chair
- Develop a timeline
- Have current Senate Executive Committee members speak on the Bylaws process
- Work on Committee process.
- Provide information on organization structure of five new schools and estimated faculty percentages in each area and what are areas that faculty will not work in. This information will affect how the Senate relates to various areas.

Panella/Temporary Chair:

1. To send a Doodle request in two weeks re: 90-minute meeting time and indicating if there is an interest in being Chair.
2. Prepare a list of schools currently operating under a four-five school structure to present to the Committee members to make a selection from to secure and present to the committee on model bylaws information.
3. To request a FT/Adjunct faculty count and student enrollment numbers within new schools.
4. Provide new/current PCC organization for fall 2013.
5. Request proportional faculty percentage information for future Senate representation.

Committee Homework Assignment: Please read your emails.

Meeting Adjourned: 3PM

Next Meeting: Date/Time Pending