

**Pasadena City College
Calendar Committee
Meeting Minutes - Thursday, September 27, 2012**

Calendar Committee Members Present

Committee Co-Chair

Krista Walter, Co-Chair English Dept. Acad. Senate
Dr. Robert Bell, Co-Chair, Senior VP, Assistant
Superintendent, Academic & Student Affairs

Classified

Haroldine Gardner, ISSU
Glenna Watterson, Classified Senate

Academic Senate

Matthew Henes, Mathematics
Lydia McDonald, Languages
Loknath Persaud, Languages
Tomas Riojas, Counseling

Management Association

Dina Chase, Assoc. Dean, A&R Dept.

POA

Peter Benson, Transportation

Calendar Committee Members Not Present

Jim Arnwine, Division Dean, Performing Arts
Richard Harsha, CSEA
Phil Ricards, Social Sciences
Cynthia Smith, Administrative
Assistant, Confidential

Associated Students

Miranda Alvarado

I. Call To Order

The meeting was called to order at 12:06 p.m. by Dr. Robert Bell, Co-Chair of the Calendar Committee.

II. Approval of Minutes of April 26, 2012

Dr. Bell called for a motion for approval of minutes.

On Motion of Matthew Henes and seconded by Haroldine Gardner, the Calendar Committee voted 10 ayes, 1 abstention (Peter Benson) and 0 opposed to approve the minutes of the April 26, 2012 calendar meeting.

III. Public Comments

There was public comment from Simon Fraser, Danny Hamman, Melissa Michelson, Roger Marheine, Brian, PCC student (no last name given), Kelly Camacho and committee members Matthew Henes and Haroldine Gardner.

IV. Simon Fraser – Overview of Brown Act Guidelines

Simon Fraser, Associated Students President, gave an overview of the Brown Act stating it is about notice to the public and opportunity to participate. The Brown Act states that the public and its constituents should be aware of what you plan to do and discuss, and then have the opportunity to weigh in on that decision. It does not give the public the opportunity to take over meetings. It does not limit your ability to take action; it is so the college can be aware of what is happening. This is done with agendas in advance and available at meetings, so the public can look at your agenda and know what you are going to do. It is also so they have the opportunity to comment, and these comments must come before the committee can take action.

He said we would not be involved in closed session since we are not involved in hiring. The only time there would be closed session would be in giving testimony to a grand jury which is unlikely.

He noted that many people are not aware of what public comment is. During public comments he spoke about getting students on the Calendar Committee. Since it wasn't on the agenda it gave him the opportunity to discuss what he needed to. He noted that he would reserve comments on

shared governance and the student calendar until we get to those items on the agenda. In public comments the ability of committee members to respond to public comment is limited because the public can talk about anything. When the public has the opportunity to comment on an agenda item, the committee can then take that input, talk about it and take that into account when they make a final decision.

The other item concerning the Brown Act has to do with the principle of serial communication and closed door meetings, and by law, should never happen. If members were to get together privately and make a decision, that is a closed door meeting and against the Brown Act. Another way would be if a committee member were to approach individual members to have individual discussions or emails about an item. By the time the committee met everyone has formed an opinion based on prior individual discussions, or emails. When they agree to vote, the public has no idea what has happened and it creates a suspicion that you have broken the Brown Act. You can send out a proposal by email to everyone asking all members to review and be ready with comments at the meeting. What should not happen is a back and forth of emails with members, as further discussion need to take place at the meeting.

Simon Fraser then referenced the Brown Act, California Government Code 54950-64. He then asked for questions. He was asked if the public could comment not only in the public comment section but also during the other agenda items as well. He stated that the Public Comment section was put in place because the Brown Act requires an opportunity for members of the public to raise issues or concerns on anything that is within the jurisdiction that the committee isn't aware of yet. The Brown Act allows, before any action is taken for at least one comment per action. It has to recognize a member of the public once, it does not have to do so again, since meetings would take forever, yet committees and councils are advised to error on the side of inclusion. It creates an environment of well being, as inclusion is always better. Committee Chairs need to make sure that committee members are being recognized, so they can make decisions and have the opportunity to discuss and get through their agenda without the public having a discussion around them.

V. Krista Walter – Shared Governance Discussion

Krista Walter wanted to facilitate a brief discussion about shared governance stating the Brown Act is very important to shared governance. AB 1725 is important to the college, it codified shared governance into law over 30 years ago, it was aimed to improve the quality of instruction and operation at the California Community Colleges and she does not believe we would have our reputation for excellence without it. They have struggled many years to implement and maintain shared governance at this institution. Shared governance means faculty authority in academic and curricular matters and inclusiveness in decision making, commitment to tenure, and commitment to the process. Shared governance does not just mean faculty and staff having seats on all of the committees at this college; it means much more. For the past few years they have seen a different approach, and heard that shared governance doesn't work. Her opinion is that they are under attack; it is a concerted effort to disenfranchise faculty and staff from the process. Collegiality itself is under attack right now; they have worked hard on this calendar and passed it through all of the shared governance committees; they went away for summer, came back and have a new calendar. She is not ready to give up on the process and thinks others feel powerless and believes that is the intention of this new process, and administrative dominance and she does not think we should concede to it.

Matt Henes asked if there had been any part of shared governance that went into the drafting, the acceptance, or the approval of this student calendar. Krista Walter responded not to her knowledge. Glenna Watterson commented there was just a brief sentence a few years ago where they stated they could move winter if need be, however the committee didn't choose that. It was not the purview of the committee; it was not what the committee was trying to do. Loknath Persaud commented that there was the time the President did come to talk about it, but there was no discussion, no vote was taken, as no one would have agreed without consulting the rest of

the campus. Matt Henes then asked if this reflected any shared governance at all; committee members said no.

Dr. Bell read a memorandum that was dated June 21, 2011, addressed to Dr. Mark Rocha from Dr. Stuart Wilcox, the former Interim Vice President of Student and Learning Services, and former Chair of the Calendar Committee. Dr. Wilcox stated in the memo that he was attaching two versions of the 2011-2012 and 2012-2013 calendars; one version of each year with winter and one version of each year without. There are two versions of these calendars because at the time the Calendar Committee was meeting, the college was actively discussing whether the college would continue to have a winter intersession, therefore the Calendar Committee worked out the semester beginning and ending dates for calendars with and without a winter intersession so the college would have the calendars regardless of where the discussion settled. The 2011-12 calendar that includes a winter intersession, has been distributed throughout the college. This was necessary because many offices needed time to plan their courses and that calendar had been approved by the Board of Trustees a year ago.

Dr. Bell stated these were the recommended calendars of the 2010-11 committee. Haroldine Gardner stated the past committee did not recommend the calendars. She stated the President asked the committee if spring was moved, on what date would it start? Glenna Watterson said if there had been anything regarding a change in winter, there would have been a discussion or a survey or a vote to all constituents. She stated they said okay to January 7th, if the calendar was moved through appropriate channels, but they would have to go through a lot for that to happen, and then, winter was just removed, and shared governance was not followed.

Simon Fraser mentioned AB 1725 and that students are mentioned as being part of that process. Students sit on committees by rule of law, the 9 plus 1 areas of responsibility. The shared governance process regarding winter 2012 from the perspective of Associated Students was that last year they tried to bring it up to the Calendar Committee to discuss on the merits, and they tried to make that charge at College Council. It was indicated to Associated Students that since this was a collective bargaining issue it would not be an appropriate venue; that the shared governance committee for calendar to discuss the specifics and merits of the calendar was not appropriate to bring to the calendar committee where students sit because it was a collective bargaining agreement between the faculty association and the district.

He was surprised to see a Student Calendar where students had not been consulted. Under the 9 plus 1 areas of responsibility it is a Student Calendar more than anything else. Attempts to put this through the shared governance process failed. He is disheartened through the shared governance process at PCC, and does not believe students have been properly included, and he is hoping to change that, however that requires that everyone respect the role of students within the shared governance process. The Associated Students will not be signing off on any calendar until the proposal is directly taken to the Associated Students Executive Board. The student reps on the Calendar Committee will not vote until this has gone to the AS Executive Board and they have determined that this is a calendar they want.

Lydia McDonald stated she concurs and confirms what Glenna Watterson and Haroldine Gardner stated earlier when Dr. Rocha was at the meeting in December and made a strong case against winter, he did not like the schedule, and they were told to draft a calendar. She believes they had three calendars that had been drafted. The next meeting was in January where there was not much faculty representation, and this was one of the drafts that had been sent on, in case there would not be a winter intersession. She feels disappointment that this particular action has been misrepresented in saying that the calendar committee recommended this calendar. She knows it has been stated before that this is not the purview of this committee, yet it continues to be stated that we supported this and it was just a response to the President's request and then to the Chair's request to come up with a calendar that satisfied these conditions.

Krista Walter said that what we do in here has been misrepresented to the College and to the Board. Glenna Watterson commented that there was a debate when they initially went with a winter intersession, there had been various concerns, and they had a year to work it out. Haroldine Gardner said it had been discussed for years, then there was a campus vote and a year of transition, it was not sudden. Glenna Watterson said there had been discussion about faculty vacation, and the need to be careful when talking about needs so we don't impose personal things into this, because that is what the Board will hear. Haroldine Gardner stated that the only reason we are here is because of the students. Simon Fraser said the Board has made its decision and it is not likely they will revisit it. He stated what the Calendar Committee can do is if they want to push to keep winter intersession, or postpone it, to work on a proposal for that, or work on 2013-14; it is best to move forward with an action that the Board of Trustees can act upon.

VI. Tentative 2012-2013 Student Calendar

Matt Henes said we can go on record with the decision of this committee. He said we can reaffirm what is on record and he then moved to reaffirm our committee's approval of the calendar that includes winter, fully knowing the administration may say they will give us winter and offer no classes during that session. Glenna Watterson said this would be devastating to classified staff. Dr. Bell called for a motion.

On motion of Matt Henes the Calendar Committee reaffirms its approval of the 2012-13 Calendar with the winter intersession that has gone through the shared governance process. Motion was seconded by Miranda Alvarado.

Dr. Bell called for discussion. Glenna Watterson said if there was winter with no classes it does not help anybody. Matt Henes said it would be devastating to students, but we would at least be on record with what our recommendation is.

Dr. Bell said there is a motion on the table that has been moved and seconded, and we have had discussion. He asked if committee members understood the motion on which they were about to take a vote. Dr. Bell called for a vote by hand that yielded 9 ayes, 1 opposed (Dr. Bell) 1 abstention (D. Chase). Motion passed.

Simon Fraser said that the January 7, 2013 start date is a little early; his request would be to move it to January 14, 2013. This gives faculty the opportunity to prepare their classes and labs, and give students an extra week after the holidays to go to the bookstore, get their services done, and would serve as an extra week for those students unaware that the calendar was changing.

VII. Adjournment

Dr. Bell called for a motion for adjournment.

On Motion of Matthew Henes and seconded by Miranda Alvarado, the Calendar Committee voted unanimously to adjourn the Calendar Committee meeting at 1:00 p.m.