

**Pierce College
Academic Senate
February 23, 2004**

Members Present: B. Adajian, J. Binsley, P. Brown, Jennifer Cohen, M. Corner, G. Eisenbart, R. Follett, G. Gilbertson, M. Gonzalez, I. Goodman, B. Hart, G. Hobbs, K. Holland, L. Horn, L. Koller, D. Levine, B. Logan, S. McHargue, M. Moran, B. O'Dello, R. O'Neil, C. Pandey, M. Pawlicki, T. Rosdahl, D. Schutzer, P. Stein, Z. Tabatabai, L. Thouin, M. Weiser

Guests Present: C. Rooney, E. McCormack, S. Gerstl, S. Levick, R. Skidmore, B. Pregerson

The meeting was called to order at 2:15 by Barrie Logan.

The **agenda** was adopted by consensus, with the addition of 9.3 the March 2 ballot issues, 13.2 Campus Conversations and 13.3 Dirty windows and boards in classrooms.

The **Minutes** of February 9 were approved. MSP

Treasurer's Report—David Schutzer

No change since last report.

College Administration Report—Tom Oliver

The Town Hall meeting was held last Thursday at which Rocky spoke to the college faculty and staff about his new position at the District Office and his plans for the future. Terry Johnson, the President's secretary had tried working downtown with Rocky, but has decided to come back to work as Tom's secretary.

Regarding the Prop A and AA projects – A retreat will be held in the next month or so to gather all the managers and personnel involved to discuss the projects, cost estimates and timelines.

The mid-term report for accreditation is completed; it will be e-mailed to Barrie who will forward it to all Senate members.

We are devising growth strategies for contingencies in which there will be funding for 3%, 7%, 11% growth. We are also researching the potential impact of the \$26 unit fee and additional fees for people holding baccalaureate degrees.

Senate President's Report—Barrie Logan

- Current Organization of The Learning Center and Related Student Services—Larry Andre
There has been a major change in that the tutoring services have moved from 1613 to LRC 35 (the former grill room in the cafeteria). 1613 is now a computer lab with 50 computers. Bungalow 0398 has 2 areas separated by a partition; one area has 32 computers and the other area will have 40 computers after March 15th. Classes can come in and use them; faculty can reserve these computers for use by an entire class of students. (When they are not being used by classes, they will be available to students as open access computers.) A member of the Senate recommended that a flier advertising this service be circulated to the faculty when the computer labs are completed.

There has been a change in philosophy behind scheduling of tutors. It used to be casual, on a drop-in basis. It has now been changed to a more formal advance scheduling basis to more effectively utilize the time of the tutors. After the scheduling change there was 84% use rate.

Hours of operation have also been changed to accommodate the use patterns. The tutoring center will open earlier and close earlier; it will also be open later on Friday afternoon.

Tutors are now recommended by faculty and approved by the department chair. They are screened for their content knowledge and are participating in training sessions.

Their schedules reflect the number of hours utilized in past semesters. The Center schedules half –hour appointments for tutoring for each student. Students are allowed to meet with tutors in different disciplines for a half hour each day.

The supplemental instructor program is designed to work with at risk students in at risk classes. There are currently 16 SI's. There is no set format; you can be as creative as you want with their time. There is additional monies available for other teachers who want to use SI's

The goal is to bring the Center in line with the academic philosophy of the faculty.

- Raising English and Math Requirements for the Associate Degree – Barrie reported on a regional colloquium that took place last Friday. There has been a proposal at the state level to change the graduation requirement for the Associates Degree to English 101 and Intermediate Algebra. The State Academic Senate is seeking input for a “white paper” leading to a vote in the fall session 2004. This semester there will be representatives from English and Math coming to the Senate to give information so we can make a recommendation to our representatives at the State Academic Senate meeting next year. (By way of information, 25% of the colleges in California have English 101 as a graduation requirement; 20% have intermediate algebra as a graduation requirement.)
The driving force behind the math proposal is the fact that the high school math graduation requirement has been raised to Elementary Algebra.
- March Ballot
Faculty and staff are encouraged by our Board of Trustees to vote yes on all 4 propositions
#55 School improvements
#56 changes the super-majority needed to pass the budget and other fiscal legislation.
#57 & #58 are the Governor’s bond program to refinance the state’s debt & eliminate future deficit spending.

Scott Lay, legislative analyst, has sent out proposed scenarios for non-passage of each of the bond measures. If #57 & #58 don’t pass there will be a \$4 million hit to this college; it will reduce the course offerings by 33%.

Old Business

- Ballots were distributed and representatives to various committees were elected.

Pierce College Council: David Schutzer, Marian Weiser

District Academic Senate: Pam Brown, Elizabeth McCormick, Colleen Rooney

Curriculum Committee:

Area 1 (2 positions): Jodi Johnson, English, Connie Moffatt Art

Area 2 (1 position): Gail Hobbs, Anthro & Geog

Area 3 (2 positions): Rob O’Neil, Journalism, Tom Rosdahl, IT

At Large (1 position): Sharon Levick, Economics, Bern Pregerson, Life Science

Professional Development Committee:

1-year term Kathy Holland, David Schutzer, Charles Sheldon, Sunil Trivedi

2-year term Donna Accardo, Barbara Anderson, Diane Levine, Raymond Wells

- Appointment of Ombudspersons
Blanca Adajian, Ed Mazeika and Jeffrey Cohen were approved as ombudspersons.

- Faculty and Staff Retirements and Vacancies

There have been 15 retirements of certificated personnel; none will be replaced with full time faculty members but classes will be back-filled with part-timers.

There have been 13 retirements of classified personnel; they are being replaced on a case by case basis with people having different skills. For instance Joyce Weiss (Senior Secretary) is being replaced with an Assistant Administrative Analyst. This position requires a BA, computer skills and the ability to work with spread sheets.

The retirements will result in a total savings of \$680,000 to the college for the year.

Standing Committee Reports

- Academic Policy—Izzy Goodman

The latest version of Responsibilities of Full-Time and Adjunct Faculty was discussed. A summary of the changes are as follows:

The wording of the introduction was changed slightly; wording in the Professionalism section was changed to make it shorter; the list in the Instruction section was rearranged; wording reflecting the attention to student learning outcomes was added. In the section on Administrative tasks, the 3rd item relating to the length of the workweek was deleted. References to original sources were all moved to the end of the document to make it more readable.

It was moved that the workweek expectation (Friday) be reworded and reinserted. Discussion followed. It was seconded and passed. It will now go to Academic Policy.

- Curriculum—Lyn Koller
The committee met last Friday, February 20. They decided to convene a separate task force to set up preliminary guidelines for Distance Education classes. The task force will then bring it back to the full committee.
- Professional Development—Raymond Wells
A written report was distributed.
- Professional Ethics—Betty Odello
They will meet next on March 1 and March 15
- College Committee/Task Force Report
Pierce College Council—Pam Brown, Mike Cornner, Greg Gilbertson, Phil Stein
They met on February 20. Pam Brown's notes were distributed as a hand-out. Several items were already discussed
by Tom Oliver and Barrie Logan.
Dyls Jones gave suggestions to the departments for raising money for their special programs.

State Block Grant money – The reserve of \$35,000 will not cover the necessary expenditures like replacement of stolen equipment and other emergencies, etc. So unspent money from 1999 on will be used to cover it. The philosophy of state block grant will be reworked to cover shortfall of Prop A to furnish the buildings.

State legislature has proposed that fees be raised until they cover 50% of the cost of education. That would be \$80 a unit. This would be more in line with the other states.

- Technology Management Committee—Jill Binsley, Gail Hobbs
They met on Feb 10.

Mike Cooperman will now be coordinating Distance Education.

InfoTech has been reorganized so that the network specialists are all part of InfoTech and will be able to maintain the centralized servers as well as provide more effective service to the college as a whole.

In order to improve speed of the Pierce network, InfoTech is analyzing the network on an ongoing basis.

InfoTech is planning to keep its people current by sending its people to training on a regular, rotating basis.

InfoTech will look at developing a system for emergency and evening coverage for network assistance.

The Learning Center and Center for Academic Success now have flexible classrooms available for periodic classroom meetings.

The employee (phonebook) database is now available on the Pierce website, and it will be updated regularly. Hard copies may be printed by individuals directly from the site. A Senate

member asked where it was located.

A centralized log-on procedure for student lab use is being considered. Students will need to agree to the district computer policy as part of the log-in process. No personal computing is allowed in the lab. Next meeting, March 11, 2004

New Business

- Campus conversations—Phil Stein announced the following schedule:
March 3 -- Sharon Levick The economics of sports; March 23 is still open; April 27 --
Marian Weiser Dance Performance; May 25 -- Poetry reading

- Dirty Windows, Boards and Bathrooms

Since the change in custodial staff there has been an increase in these problems. Is it a scheduling problem? A supply problem? Senate exec will take it up with the Senior Staff.

Discussion of Fall 2004 Opening Day, Friday, August 27 was deferred to the next meeting.

Adjournment was at 3:45.

Respectfully submitted,

Diane Levine