

**Pierce College
Academic Senate
September 8, 2003
Campus Center Conference Room, 2:15–3:45 p.m.**

Members Present: B. Adajian, J. Binsley, P. Brown, R. Brown, G. Eisenbart, R. Follett, A. Gibson-Lott, G. Gilbertson, M. Gonzalez, B. Hart, G. Hobbs, K. Holland, L. Horn, L. Koller, D. Levine, B. Logan, A. Mundsack, B. Odello, R. O’Neil, C. Pandey, M. Pawlicki, D. Schutzer, P. Stein, Z. Tabatabai, R. Wells, M. Weiser, D. Wittman.

Guests Present: C. Rooney

The meeting was called to order by Barrie Logan at 2:15 pm
New Senators Jennifer Cohen (Speech) and Zhila Tabatabai (Math) were introduced.

Adoption of Agenda -- MSP

Approval of Minutes of May 19 was deferred to next meeting because senators receiving their agenda on-line had not received it in advance.

Treasurer’s Report—David Schutzer Our funds are unchanged since the last report of the spring semester.

College Administration Report—Rocky Young

The Senate President asked for a clarification of College Goal #12: A regional strategy that maximizes student success at minimum cost for each college.

President Young responded that this was a goal set by the chancellor. To meet this goal Rocky had met with Dr. Weider of Valley and Dr. Barrera of Mission. They have agreed on three initial steps in meeting this goal.

- Each college’s schedule of classes will list programs offered on other campuses that are unique on that campus. For example Pierce and Valley will list the Culinary Arts program at Mission.
- The three campuses collaborated on a cable television recruitment video, sharing production costs and airtime cost.
- The campuses have agreed to build unique programs that will not compete with the programs in existence at the other campuses. This includes both academic and vocational programs as well as athletic sports teams.

He further stated (in response to a question) that there are no plans to share faculty, requiring them to split their load between the campuses.

The enrollment numbers after one week show the head count is down 4.2% down from last year while offering is down 8.5 %. Of course these are rough numbers because many students have not yet added and dropped classes. All loss has been in the amount of unfunded growth so the funding levels will not be affected.

Associated Students Organization Report—Josh Berman no report

Articulation Officer/Transfer Center Director—Elizabeth McCormick

Senate President’s Report—Barrie Logan

Department Modifications: Phil Stein

Under the new contract chairs of small departments lost their reassigned time, prompting some to seek joining together with another department. All changes were by mutual agreement of the faculty involved and were non-controversial. The Senate was asked to approve the following changes: Dance + Theater, Electronics + Industrial Technology, Architecture + Art, Women’s Physical Education + Men’s Physical Education

It was MSP.

Senators were asked to consider ideas for the 2003–04 College Goals. These will be voted on in two weeks.

Campus Conversations—Phil Stein

The monthly series of conversations is being reestablished. Speakers will be recruited from the faculty. Diane Levine will assist in planning the schedule.

Student Grievance Procedures (Administration Regulation E55)

Local Senates have been asked to consider the changes in the E-reg E55 and give input to the DAS. At the next meeting we'll be discussing it. A power point presentation at the next meeting will highlight the main points. The entire document will be given to Senate members at the end of the week.

Volunteers were solicited for the Student Grievance committees. Those who volunteered were Margarita Gonzales, Marian Weiser, Zhila Tabatabai, Bob Hart, Jennifer Cohen.

Nominations were solicited for a female Ombudsperson. There were no volunteers; Senators were asked to consult their department members.

Old Business

Course Syllabus on Website—David Schutzer explained how he has put his courses syllabi on his website as PDF downloadable files. On first day of class he projected his syllabi (printed as transparencies) on an overhead projector to discuss the syllabus. He polled his classes to determine their online capabilities. Only 2 students in all of his classes did not have computers at home and those 2 students knew of the on campus computer options. He urged senators to suggest that their department members consider this system which saves paper and reprographics costs.

Standing Committee Reports

Academic Policy—Phil Stein reported in place of Izzy Goodman who was absent

The chairs have been discussing the new Faculty Evaluation procedures. Sheila Williams, AFT grievance rep, gave a presentation to the chairs in which she emphasized that the process of the evaluation is very important. The contents of an evaluation cannot be grieved; only the process can be grieved.

The details of the grievance process can be found in an Appendix to contact.

Most of the items in the evaluation forms that faculty have complained about in the past have been changed. There are categories that are specific; there is an "exceeds standards" choice to check; there are good questions. The student evaluation forms are on machine readable forms so statistics can be gleaned. Every faculty member will have an evaluation every three years; the basic and comprehensive evaluations will alternate. Adjunct faculty get only the basic evaluation unless a comprehensive is requested by administration, the instructor or the chair.

Thanks to a major donation of computers there are now enough for all faculty, but not enough printers. Block grant money will pay for printers.

Curriculum—Lyn Koller

Information Competency Update (see attachment)

One of the goals of the curriculum committee is to identify existing courses that would meet the information competency requirement. A grid is being developed to see if it can be used for identifying courses using information competency. Then a list of courses could be developed for students to use for fulfilling the requirement. Senators were asked to have their department members look at the grid and try using it to evaluate their own courses that they feel have an information competency component. The committee would like feedback regarding the grid.

The first curriculum meeting of the semester is this Friday the 12th. The committee has a full complement of members. But Lyn asked for volunteers to join as “apprentice members” to assist in an update of General Ed. requirements.

Professional Development—Raymond Wells

Forms for Instructional Improvement activities have changed. All can be downloaded; there are no NCR forms. All calendars and bulletins will be electronic. Only reporting will be on hard copy with signature. Travel money of \$200 a year is still available for fulltime faculty. He also proposed that we make \$100 a year available for each part time faculty member. This was MSP.

Professional Ethics—Betty Odello The committee will be meeting soon.

College Committee/Task Force Report

Pierce College Council—Pam Brown, Mike Cornner, Greg Gilbertson, Phil Stein

Greg Gilbertson gave a summary of the June 6, August 8, September 5 meetings

The Block Grant that is available will be distributed as \$5000 to each department. Departments will still have to submit proposals. This is because there is not enough money for large projects. So it was decided to distribute small amounts to each department.

The Enterprise Task Force announced the following coming events:

- Fright Fair is expected to earn \$30,000 in October
- Open Air Market is planned for 3-5 years from now.
- Equestrian center will become available for events in the near future
- A Farm Market is being planned
- The Electronic marquee that is being built with Prop A funds could have advertising space on it that would generate revenue.

Senate members requested the Larry Kraus come to the Senate to discuss these proposals.

The Student Success Plan which Vice-President Joy McCaslin presented to the Senate in May was also presented to the PCC.

The plan for the Animal Science facilities was approved by PCC.

Technology Management Committee—Gail Hobbs, Jill Binsley The first meeting will be October 2.

New Business

October Ballot

The Board of Governors and Board of Trustees issued a statement opposing Prop. 54, the racial privacy initiative.

The Board of Trustees issued a statement opposing the Recall of Governor Gray Davis.

On October 10 (Friday) the DAS Leadership Summit will take place from 8:30–1:00, including lunch, at the Marina Del Rey Hotel. It is free. All are invited; there will be several interesting speakers.

The meeting was adjourned at 3:25

Respectfully submitted,

Diane Levine