

**Pierce College  
Academic Senate  
October 20, 2003**

**Members Present:** B. Adajian, J. Binsley, P. Brown, R. Brown, Jennifer Cohen, M. Cornner, G. Eisenbart, G. Gilbertson, M. Gonzalez, I. Goodman, B. Hart, G. Hobbs, K. Holland, L. Koller, D. Levine, B. Logan, M. Moran, B. Odello, C. Pandey, D. Schutzer, Z. Tabatabai, M. Weiser, R. Wells

**Guests Present:** C. Rooney, S. McHargue

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

**Adoption of Agenda** --The agenda was adopted by consensus with the addition of 13.1 A discussion of advancement in rank for adjunct faculty and 15.2 An announcement about Campus Conversations and the master calendar.

**Approval of Minutes** October 6, 2003 – There was a correction of minutes regarding the Ethics Committee report. The committee does not necessarily support the changes to the student grievance procedure, it was just a discussion of all topics relating to the changes. The minutes were approved as corrected.

**Treasurer's Report**—David Schutzer -- See attached report. We have 45 new dues paying members. Dues notices were available at the meeting for representatives to take to their departments.

**College Administration Report**— President Rocky Young

Rocky reported that he had served on an accreditation team last week at one of the last colleges to be accredited using the old system. The new system, under which we will be reviewed in the next cycle, will be based on the new standards based on student learning outcomes. It is important that we begin to include these standards in all of our program reviews, peer evaluations and course outlines of record so that they will be available for the self study.

The Day of the Child will be held on our campus on Sunday November 9. Five thousand foster children from Los Angeles County will be hosted on campus along with five thousand student mentors from local colleges and universities. Informational flyers will be in faculty mailboxes this week.

The governor-elect Schwarzenegger has asked Pierce to host an event on the campus; one of his staff members, Sean Walsh, was an ASO president. More information will be provided when it becomes available.

**Associated Students Organization Report**—Pauline Abrams, ASO Vice President

17 ASO senators will be participating in Day of the Child; ASO is actively recruiting other students to participate.

A group of ASO representatives went to a conference in Sacramento in which there was leadership training on such topics as: how to be a student leader, how to lobby effectively during the upcoming trip to Washington DC. Topics for on which they will be lobbying are: textbook prices, budget cutbacks ASO is larger this semester than it has been in a long time. There are 35 senators and they are working toward a goal of having 50 senators. The ASO is energized; many senators have been making speeches in classes to encourage participation.

**Articulation Officer/Transfer Center Director**—Elizabeth McCormick

No Report

**Senate President's Report**—Barrie Logan

The DAS Leadership Summit & Area C Meeting took place on October 10, 2003. Pierce College representatives included Barrie Logan, Pam Brown, Izzy Goodman. Barrie reported on the various on speakers and topics.

Some of the State & District Hot Topics were:

- The DAS approved proposed changes in student grievance procedures

- There are proposals to raise the mathematics & English requirements for the associate degree. These have been highly controversial. Math proposes a new course that is more rigorous than the current standard, but more broadly based, ie not in the math major sequence. It is a college level math class for general education.
- Integrated teacher preparation programs (SB81)—This legislation calls for community colleges and CSU programs which have teacher preparation programs to enter into articulation agreements to facilitate student advancement. This will require co-operation and coordination of the colleges which are in a common geographical area and which share students.
- Proposal to remove community colleges from Prop. 98—This proposal, which has surfaced regularly since the passage of Prop. 98, appeared most recently in an editorial in the Sacramento Bee. It is a reminder to faculty of the need to stay active in state affairs.
- State Community-College Board of Governors will in the future be a blended board of 8 Davis appointees and (soon) 8 Schwarzenegger appointees. But the current chancellor will be appointed by a less than full board.

Department Senators are requested to return the Best Teaching Practices Adoption Form by October 27 (to B. Logan's mailbox) – This request is based on the Nurturing College concept developed in past years. The topics suggested by each department will be discussed during the meeting of November 3.

### **Old Business**

**Election Committee Report**—Jill Binsley reported that at this point there are four regular faculty members that have indicated they are running for the Senator-at-large positions; there are two part-time faculty members running for the part-time Senators. Both incumbents have indicated that they are running for the Vice-President positions. At the November 3 meeting there will be nominations from the floor.

**Task Force Report: Set of Expectations for Full-time and Adjunct Faculty**—Diane Levine reported on the draft that was presented. There was discussion in which several excellent ideas were proposed by Senate members. The task force will meet again at 3:30 pm, Monday October 27, 2003 to finalize a draft. It will be presented to the Senate for a vote at the November 3 meeting.

**Task Force Meeting: Cost of Textbooks** – Richard Follett reported that the task force will be meeting at 1-2:45 p.m. on Thursday, October 30, 2003 at Shamshiree (Persian Restaurant). They will discuss strategies and ideas for keeping textbook costs down. Anyone interested in joining the task force should contact him. The members of the task force agreed to chip in for the cost of lunch for the student representatives.

### **Standing Committee Reports**

#### **Academic Policy**—Izzy Goodman

- Modification of Electronic Textbook Requisition Process/Form: The use of the electronic requisition form worked well this semester for departments who used it. It is far more convenient and time saving since it can be saved on the computer and re-used every semester. One part that did not work so well was that some e-mails from faculty were not received at bookstore. Now the bookstore will send a confirmation e-mail to both the faculty member and chair. A taskforce is trying to streamline the process.
- Handling of Student Evaluation Forms in the Faculty Evaluation Process: There were a couple of issues relating to Faculty Evaluation Process. First, the instructor does not need to be told the specific date they will be observed, only the larger period (ie semester) in which it will take place. They should provide the observers with dates of exams, films, and other times at which it would be non-productive to observe the classroom. Secondly, the student evaluation forms will be customized for each dept which will chose 3 questions to add to the form. It will be used for all dept members. The evaluatee will distribute forms; a student will collect them, seal envelope and deliver them to the

chair. They will be opened in the presence of evaluatee etc. The AFT has been active in the development of this process.

There will be basic and comprehensive evaluations. Departments will develop processes for all evaluations; criteria will be different for basic and comprehensive evaluations.

- Block grants of approximately \$5000 per department will be available. Proposals must still be submitted. The deadline for submissions is November 14. The decision date is December 5.
- “The village” (temporary housing for departments under construction) plan has been laid out – behind the gym. There will be 53 classrooms (accommodating 50 students each ); there will be cubicles for faculty offices. It will be ready for occupation December 2004. All renovations are to be done at the same time, instead of doing them in sections.

### **Curriculum—Lyn Koller**

- Pass along – a sub-committee of curriculum, has decided that C or better will be required for CSU certification. Northridge was unique among the CSU’s in that it is accepting D’s as passing in course work; however, students are then required to redo the course at Northridge.
- Next meeting of the curriculum committee is Nov 14.

### **Professional Development—Raymond Wells**

- Dreamweaver workshops have been so well received that they have been moved out of the Faculty Support Center to the computer lab in the Business Building.
- There is a great opportunity for on-line training in several software programs. Raymond stated that he had e-mailed the faculty with further information about this outstanding program and with the address for free registration on-line. Flex credit is available for this training.

### **Professional Ethics—Betty Odello**

The committee will meet next week

### **College Committee/Task Force Report**

Pierce College Council—Pam Brown, Mike Cornner, Greg Gilbertson, Phil Stein No report

Technology Management Committee—Jill Binsley, Gail Hobbs No report

### **New Business**

- There was a discussion about advancement in rank for Adjunct Faculty. Kathy Holland, part-time senator, will bring a written proposal for academic rank for Adjunct Faculty to the next meeting. Raymond Wells offered to meet with her to show her the procedure for advancement in rank for Regular Faculty.
- Phil Stein announced that the first Campus Conversation of the semester will take place tomorrow October 21, 200. Kate Kubach of the Life Sciences dept will present “A Walk in the Park”, a slide presentation about the beginnings of the Mark Taper Botanical Garden, followed by a walking tour thru the garden. He mentioned that once again, the lack of a Master Calendar, resulted in a scheduling conflict.
- Mike Cornner stated that the new web site will be up and running in November. It will include a user-friendly master calendar,

**Adjournment** at 3:25. Respectfully submitted, Diane Levine