



Pierce College Academic Senate Meeting Minutes

September 22, 2014 (2:15-3:45 pm)

Great Hall

Members Present:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Kathy Oborn | <input checked="" type="checkbox"/> Christine Ersig-Marcus | <input checked="" type="checkbox"/> Michael Cooperman |
| <input checked="" type="checkbox"/> Izzy Goodman | <input checked="" type="checkbox"/> Robert Grogan | <input type="checkbox"/> Cara Gillis |
| <input checked="" type="checkbox"/> Lyn Clark | <input checked="" type="checkbox"/> Joanna Zimring-Towne | <input type="checkbox"/> Constance Kocs |
| <input checked="" type="checkbox"/> Constance Moffatt | <input checked="" type="checkbox"/> Moriah Van Norman | <input checked="" type="checkbox"/> Bob Martinez |
| <input checked="" type="checkbox"/> Joe Perret | | |
| <input checked="" type="checkbox"/> Monique Cleveland | | |
| | | |
| <input checked="" type="checkbox"/> Wendy Bass | <input checked="" type="checkbox"/> Frank Chartrand | |
| <input checked="" type="checkbox"/> Blanca Adajian | <input type="checkbox"/> Diane Kelly | |
| <input type="checkbox"/> Jody LaChance | <input checked="" type="checkbox"/> Lauren Valdes | |
| <input checked="" type="checkbox"/> Erin Moran | <input checked="" type="checkbox"/> Jamie Beavers | |
| <input type="checkbox"/> Monika Del Bosque | <input checked="" type="checkbox"/> Jacob Veiga | |
| | | |
| <input checked="" type="checkbox"/> Amy Sirrot | <input checked="" type="checkbox"/> Jeff Favre | |
| <input checked="" type="checkbox"/> Beth Abels | <input checked="" type="checkbox"/> Margarita Pillado | |
| <input checked="" type="checkbox"/> David Schamus | <input type="checkbox"/> Lionel Greenberg | |
| <input checked="" type="checkbox"/> Kathy Holland | <input checked="" type="checkbox"/> Connie Tiu | |
| <input checked="" type="checkbox"/> Michelle Meyer | <input checked="" type="checkbox"/> Anna Bruzzese | |
| | | |
| <input type="checkbox"/> Dick Ahrens | <input checked="" type="checkbox"/> Travis Orloff | |
| <input checked="" type="checkbox"/> Jill Binsley | <input checked="" type="checkbox"/> Mark Levick | |
| <input checked="" type="checkbox"/> Crystal Kiekel | <input checked="" type="checkbox"/> Angela Belden | |
| <input checked="" type="checkbox"/> Sara Harvey | <input checked="" type="checkbox"/> Beth Benne | |
| <input checked="" type="checkbox"/> Lila Snow | <input type="checkbox"/> Denise Gibson | |
| <input type="checkbox"/> | | |

Guests:

- | | |
|------------------------------------|--|
| D. S. McHargue (History) | Mitra Navab (Math) |
| Elizabeth Atondo (Articulation) | Daisy Lam (Math) |
| James McKeever (Phil/Sociology) | Dennis New (Math) |
| Megan Moureaux (Roundup) | Eric Dixon-Peters (VP Student Services) |
| Raymond Garcia (Roundup) | Amari Williams (Institutional Effectiveness) |
| Ryan Eagle (Physics/Planetary Sci) | Oleg Bepalov (Institutional Effectiveness) |
| Seth Perlstein (Roundup) | Jordan Williams (Roundup) |

<i>Item Number</i>	<i>Item</i>	<i>Report</i>
1.	Call to Order	Meeting was called to order at 2:15 pm by Senate President Kathy Oborn.
2.	Public Commentary – 5 minutes	Professor James McKeever attempted to make an announcement, but Senate President Kathy Oborn asked him to hold his announcement until the end of the meeting. A member of the Roundup made an announcement.
3.	Approval of the Minutes	Minutes of 9-8-14 were approved by consent.
4.	College Administrative Report – Earic Dixon-Peters	Vice President Earic Dixon-Peters made a brief announcement about up-coming campus activities.
5.	ASO Report – Alex Oloo	Alex Oloo introduced himself as the new ASO President and made announcements regarding ASO activities.
6.	Academic Senate President’s Report – Kathy Oborn	Senate President Kathy Oborn postponed her report due to the length of the Agenda.
7.	Academic Senate 1 st VP’s Report – Lyn Clark	Lyn Clark recapped what occurred at the recent APC meeting.
8.	Academic Senate 2 nd VP’s Report – Constance Moffatt	Curriculum Committee Chair Constance Moffatt presented the actions of the Curriculum Committee and the Senate received the committee’s report. [APPENDIX B] .
9.	Academic Senate Treasurer’s Report - Joe Perret	Academic Senate Treasurer Joe Perret gave a report [APPENDIX A] .
10.	Accreditation Chair Update – Margarita Pillado	ASC Chair Margarita Pillado gave an update regarding the Institutional Self Evaluation Report (ISER) and the accreditation timeline. She also emphasized the importance of broad participation in the writing of the ISER and invited all Senators to be part of this effort. She requested that Senators convey the same message to their constituencies and encourage those constituents to participate in this important step in the process of Pierce’s reaffirmation of accreditation. In addition, Margarita mentioned that some Standards Co-Chairs had already had their kick-off meetings and that others would be doing so in the upcoming couple of weeks.
11.	Old Business Academic Senate Bylaws – committee of the whole	Senate President Kathy Oborn mentioned that a group of Senators would meet the following Monday (9/29/14) and continue to meet on non-Senate Mondays to discuss the Bylaws revisions. Margarita Pillado stated that this would be a burden, as many Senators are already working on the ISER, the first deadline of which is in just over a month. Blanca Adajian also commented that the Bylaws Task Force, in a formal capacity, had spent numerous hours working to revise the Bylaws.
Academic Senate Committee Reports		
12.	Student Success – Crystal Kiekel	Crystal Keikel reported on Basic Skills [APPENDIX D] .
13.	DEITC – Mike Cooperman	Michael Cooperman gave an update on DEITC.
14.	Outcomes Committee – Monique Cleveland	COC Chair Monique Cleveland announced that two new members have joined the College Outcomes Committee: Erin Moran, representing Curriculum Area 3 and Paul Anthony Quintero, representing Area 4.
15.	Professional Development Committee – Kathy Holland	Professional Development Chair Kathy Holland reminded everyone to get their FLEX Plans in by September 30 th .
16.	Ethics Committee Report – Anna Bruzzese (for Cara Gillis)	See attached [APPENDIX C] .
17.	Faculty Position Priority Committee – Constance Kocs	No report.
Campus Reports		
18.	Counseling Center – Joanna Zimring-Towne	Joanna Zimring-Towne gave an update on GO DAYS and its continued success [APPENDIX E] .
19.	Distance Ed – Wendy Bass	Distance Ed Coordinator Wendy Bass announced that Pierce will be submitting five online courses that fall under the C-ID (high demand courses). Out of these five courses, three will be chosen to participate in the tutoring aspect of the OEI project for Spring 2015. This means that tutoring will be tailored to these courses. There was discussion amongst the senators and requests that our own community

		college students serve as tutors. Wendy stated that she will relay this to her Project Coordinator.
20.	Articulation Officer – Elizabeth Atondo	
21.	Transfer Center Director – Sunday Salter	
22.	Announcements and Open Forum	Professor James McKeever shared his concern that there seems to be a conflict between the union contract which states that the senate president selects a senate representative to FPPC and the senate bylaws which state that it is the role of the senate to elect members to FPPC. He stated his opinion that these two points are easily reconcilable and aren't really contradictory. The senate can elect a member to FPPC and then the member is officially appointed by the president.
23.	Adjournment	Meeting was adjourned at 4:05 p.m.

Academic Senate Meetings for Fall 2014
9/8, 9/22, 10/6, 10/20 (Great Hall)
11/3, 11/17, 12/1 (CSB)

Treasurer's Report – September 22, 2014

Treasurer

- Checking Balance: **\$ 3908.57**
- Paypal Balance: **\$ 2919.39**
- Dues Paying Members: **1**
- Balance in College holding account: **\$2500**
- **Checks to write: None**

Annual Budget

	Income	Expenses
Dues	4500	
Brunch Ticket Sales	450	
District Academic Senate	2500	
Scholarships		500
Gala		2000
Awards Brunch		1000
Conferences		3000
DAS Meeting at Pierce		250
Misc		300
Totals	7450	7050

Budget Committee – Met September 11th

Joe Perret Elected Co-Chair of Budget Committee

We are in good financial shape this year due to increased funding from the state. We have additional \$1M for deferred maintenance and academic supplies. The RATF priority list will guide additional spending this year. I think there are some items classified as “Life Safety” that are a bit contrived to get them moved up on the list.

To important issues for me are:

1. Make sure we have a plan to build back up our reserves over the next few years to get ready for the inevitable cyclical downturn
2. Focus on using our money for growth – growth is how we can increase our funding
3. Get a handle on the grants and other funding sources. How they are spending their funds and do they help with the colleges goals?
4. Make sure the North of Mall gets continued pressure – enough!
5. What are the plans for the remaining facilities – faculty needs to know and review

District Budget Committee – Met September 10th

New Administrative Co-Chair- Kathleen stepped down, replaced by Marvin Martinez of East LA

Seeing influence of our new Chancellor Francisco C. Rodriguez

He has stated goals:

1. Accreditations –all pass
2. Hire faculty early to get better candidates
3. Fiscal responsibility
4. Construction – use money wisely

Joe Perret

APPENDIX B to Pierce Academic Senate Meeting Minutes of 9-22-14

Curriculum Update for Senate meeting on 22 Sept. 2014

The Curriculum discussed our goals for 2014-15, talked about GELOs, TMCs, AD-Ts, AAs, the Strategic Master Plan's CAPS, introduced new apprentices and voted on the following action items:

1. We re-affirmed the Gen Ed statement and the Curriculum Charter
2. New courses:
 - 35922 Kin. Maj 351 Olympic Weightlifting
 - 39015 Kin 350-2 Weight Training 2
 - 40740 Music 216-1 Music Theory 1
 - 40741 Music 216-2 Music Theory 2
 - 40742 Music 216-3 Music Theory 3
 - 40743 Music 216-4 Music Theory 4
3. COR updates
 - 40224 Animal Science 520 Beef Production
 - 40244 Animal Science 521 Beef Production Lab
 - 40240 Animal Science 537 Sheep Production Lab
 - 40783 Geog 025 Intro GIS and Laboratory
 - 40783 GIS 25 Intro GIS and Laboratory (cross-listed with above)
4. SLO updates
 - 40069 Geog. 019
 - 40072 Meteor. 004
 - 40498 Anth. 141 Cult, Illness & Healing
 - 40070 Geog. 23 Severe and Haz. Weather
 - 40489 Anth. 106 Intro. To Archaeology
 - 40490 Anth. 109 Gender, Sex & Culture
 - 40067 Geog. 015 Phys Geo Lab
 - 40500 Anth. 161 Intro. Lang & Ling.
 - 40068 Geog. Phys. Geog. Lab
 - 40497 Anth. 132 Native People of N.A.
 - 40073 Meteor. 005 Severe & Haz. Weather
 - 40505 Anth. 385 Dir. Study
 - 40066 Geog. 003 Intro. Weather & Climate
 - 40504 Anth. 185 dir. Study
 - 40493 Anth. 111 Lab. Human bio. Evol
 - 40494 Anth 121 An. Rel. Magic Witchcraft
 - 40492 Anth. 101 Hum. Biol. Evol.
5. Reinstated
 - 36452 Ed. 200 Intro. Spec. Ed
 - 39862 Photo 009 Intro. Camera & Compos
6. Distance Ed
 - 40740 Music 216-1 Music Theory 1
 - 40741 Music 216-2 Music Theory 2
 - 40742 Music 216-3 Music Theory 3
 - 40743 Music 216-4 Music Theory 4
7. Archived
 - 40696 MM 808 Mobile Media Exploration
 - 40695 Cinema 121 Res. & Interviewing Tech for Documentary
 - 40723 Photo 27 His. & Aesth. Of Photog.
8. TMC
 - Geography TMC

The ethics committee met on 09/15 at 3:45pm.

We discussed our agenda, which contained two items of significance:

The Brown Act

We spent much time working through issues pertaining to the Brown Act and making sure that all members of the committee have clarity on what the Brown Act requires. This will be a topic that we will return to over the course of the semester.

Committee Charter and Code of Professional Ethics

We also agreed to re-evaluate our charter and scope as well as the professional code of ethics. This task will be begin in earnest at our upcoming meeting on October 13th. We invite input from the campus community regarding any changes it would like to see to the Code of Professional Ethics.

Annual Basic Skills Report: Overview

1. *How is your college progressing about institutionalizing your basic skills funded programs and projects? What are the obstacles to doing so?*
 - Aligning BSI funds with SSSP, Equity, AtD, and Strategic Plan.
 - BSI funded activities reflected in annual plans
 - We need to have more communication across campus about the alignment of these plans
2. *How are you scaling up successful projects and programs?*
 - Moving BSI Funded activities to SSSP and Equity
3. *How does your basic skills fund support the goals of SSSP plans and Student Equity plans?*
 - Each BSI activity and priority is reflected in two or more of the following: SSSP, AtD, Equity, Strategic Plan
4. *Was your college's basic skills program more successful in 2011-2013 than it was in 2009-2011? Explain your answer for each discipline separately.*

English

- Overall cohort success from 21 to 101 went up **3%**
- Male success went up **10%**
- Latino success went up **5%**

Math

- Overall cohort success from 115 (placed) to transfer went up **3%**
- *Statway*: Transfer rates went from 15% (overall) to **49%** (Statway)
- *ASAP*: Intermediate algebra rates went from 34% (overall) to **62%** (ASAP)
 - Male – 30% overall vs. 60% ASAP
 - Latino – 26% overall vs. 58% ASAP

5. *Goals and activities for 2014-2015*

- Goals (carried over from previous years)
 - i. Increase the percent of new students who successfully complete their developmental sequence by 5% over 2009-2011.
 - ii. Increase the percent of new students who are placed in the developmental sequence who successfully complete twenty degree-applicable units in the first year by 5% over 2009 – 2011.
- Activities (Revised slightly from previous years to reflect SSSP)
 - Through collaboration between Student Services and Academic Affairs, continue to increase access to, support for, and retention of basic skills students through expanded activities around assessment preparation and services for students who place two or more levels below transfer levels.
 - Continue to expand on a data- driven profile of basic skills needs at Pierce College through an ongoing cycle of examining existing data and generating new inquiry. That profile should be used to inform the campus-wide ongoing college planning cycle.
 - Continue to align student success efforts and plans on campus, including Achieving the Dream, Center for Academic Success, the Equity Plan, and SSSP.
 - Continue to strengthen and support the existing professional development efforts by providing faculty and staff with cohesive, ongoing learning opportunities in the areas of student equity and basic skills.
 - Increase student success and retention in math, English, and ESL courses, including in Career and Technical Education and gatekeeper (high enrollment/low success) courses, by promoting innovative programs as well as teaching and learning strategies based on proven effective methods, like course redesign, programs of study, student mentor programs, and learning communities

Allocation: \$98,305

GO Days Final Report September 19, 2014

Committee members: Joanna Zimring Towne, Sunday Salter, Anafe Robinson, Angela Belden, Crystal Kiekel, Barbara Anderson, Marisa Diehl, Cristina Rodriguez

Recruitment

- Emails were sent to all new registered students on July 8th, July 22nd and August 14th inviting students to participate
- Pre-registration closed on Friday, August 22nd; 684 students pre-registered
- Students received a confirmation email upon registration and a final follow-up email was sent to all registered students on August 21st with logistics and parking information.
- All pre-registered students received a phone call from a Pierce faculty or administrator sometime in the week prior to the event.

Activities

- This year, the committee decided to reduce the offering of workshops to reduce the competition between the “big” and “small” workshops. The workshops offered were: Top Ten Things to Avoid, How to Work Smart, Not Hard, Transfer Basics, Picking the Right Major, Plugging In at Pierce, Getting an Educational Plan, How to Get an A, Getting Involved at Pierce, and Math Made Your Way
- Financial Aid decided to table rather than do a full workshop
- A Speed Majors session was added to allow students to explore major options
- Campus Tours were offered throughout the day
- Mid-morning snacks were offered in Speed Majors session
- Each day ended with “Party with Your Professor” which included Pizza and professors

Data Collection

- We utilized a web-based application called Conference Track to track registration and workshop attendance. Data was collected on 884 attendees. The only thing that was missed were the campus tours on the first day. **Speed Majors data was collected via sign in sheets
- Data was captured on 884 people (470 on Tuesday, 446 on Wednesday -- approximately 50 attended both days)
 - Average # of workshops attended was 4
 - Workshop Attendance #s:
 - Picking the Right Major (offered 2 times): **148**
 - Plugging In at Pierce (offered 2 times): **90**
 - Top Ten Things to Avoid (offered 4 times): **204**
 - How to Work Smart, Not Hard (offered 2 times): **139**
 - How to Get an "A" (offered 4 times): **288**
 - Transfer Basics: (offered 6 times): **382**
 - Math Made Your Way (offered 2 times): **65**
 - Ed Planning (offered 6 times): **259**
 - Campus Tours (data for Wed only): **116**

Lessons Learned

- Calling students the week prior is very helpful. We had much greater turnout of the pre-registered students. 64% show rate
- Need to have special designation for students who return a second day and forget their badge
- Transfer Basics can be offered 4 times instead of 6
- Longer passing periods needed
- More high-interest majors needed for Speed Majors (ie Nursing, Engineering, Computer Science, Animal Science)
- T-shirts were VERY popular
- Provide opportunity for Drop-in Counseling
- Need LOTS more signage
- Provide more of a structured interaction during Party with your Professor
- Determine a way to digitize Speed Majors data collection

- Orientations at the beginning of the day was helpful... students stayed longer and attended more workshops
- Need to explain Speed Majors better at the beginning of the day
- Need to have Sip open in the morning for people to buy coffee/breakfast

Student Satisfaction survey sent to all students whom pre-registered or registered on-site. 53 responses as of 9/22. 100% would recommend GO Days to other students.

Comments from survey

- It helps me feel more connected to the school.
 - Great way to receive info
 - It lets you know what to expect from college classes. you can meet some of the staff. get to know and explore the campus. has useful information.
 - It helped me become more involved at pierce and I learned how to get around the school without getting lost.
 - Yes of course! just so that they can have a idea of what they'll be doing in the future and not be lost
 - GO Days was very informative and can be useful for confused incoming new students
 - Go days give you a lot of information you need to become a great and successful student at Pierce College
 - It guided, on how to choose my classes, not to waste time.
 - Filled with information and people that are there to help you.
 - It helps to get comfortable with the school before school actually starts.
 - It helps incoming students with getting to know the campus better.
 - Pierce is definitely a great school and if you're attending unsure about yourself or classes, GO days make sure you're not the only one and make you feel comfortable. the staff is wonderful
 - It is a great experience to do especially when it is your first time attending college
 - Good way to meet people with the same interests.
-
- I learned about the various tutoring and counseling resources.
 - I learned more about the career that I want to be in.
 - The most helpful thing was exploring the campus and finding where everything is.
 - The most useful thing I learned at GO Days was what I needed to do to able to transfer after my two years at pierce.
 - I learned about all the different volunteer opportunities
 - In college, it is essential to WANT to be successful not just aim at it.
 - The process of transferring to a UC/CSU
 - How to organize my time
 - How to be a successful college student.
 - The resources tutoring and all the support. I enjoyed meeting with the professors
 - That I'm not alone in any path I decide to go down
 - the most useful thing i learned from attending go days is the campus tour i did not get lost on the first day of class
 - I learned that the library website has a lot of credible articles and papers that I can use for my research papers which I didn't know about before.