

Faculty Senate Meeting Agenda
September 2, 2016
Downtown Campus, Amethyst Room
1:00 -- 3:15 pm

1. Introductions (20 minutes)

- a. Dean Introduction (15 minutes)
- b. Normal Introductions (5 minutes)
Emily Robson Hobbs (Science - NW), Pat Houston (Communication - CC), Mary Kris Mcilwaine (Behavioral Science - WC), Jim Craig (Academic Dean - WC), Mark Nelson (Arts/Humanities - WC), Jan Kempster (Education - CC), Brian Stewart (Education - DV), Joseph Gall (Nursing - EC), Nina Corson (Math/Student Affairs - DC), Suzanne Morrison (Social Sciences - EC), Joe Labuda (Library Sciences - WC), Tanya Hawks (History - DV), Michael Parker (Humanities - WC), Erin Eichelberger (LRA - EC), Rosa Morales (Social Sciences - WC), Barbara Fox (History - DC), Jackie Kern (Nursing - EC), Jerry Cherrington (Sarah Markus (Dental Studies - WC), Rita Lennon (Clinical Studies - WC), Alison Colter-Mack (AVC - DO), Ann Parker (VP Student Development - WC), Ted Rousch (VP Student Affairs - DC), Dolores Duran-Cerda (Acting Provost - DO), Mays Imad (Biology - EC), Carol Christofferson (Music - WC), Olga Carranza (Psychology - DV), Tim Cruz (Science - DC), Tal Sutton (Math - EC), Carlo Buscemi (Hotel Management - NW), Gwen Gorbette (Paralegal Studies - DC), Ana Jimenez (Math - EC), Julian Easter (AVC - DO), Jeannie Arbogast (Math - DV), Patti Figueroa (EC), David Kryder (CC), Matej Boguszak (Math -DC), Seth Shippee Attorney), Morgan Phillips (President)

2. Agenda Modifications and Short Announcements (2 minutes)

- a. Request for open forum or executive session
- b. Call for notetakers.

3. Business

Review drafts of Administrative Procedures (15 minutes)

Lactation Room, AP 5.10.01 -- Alison Colter - Mack (DO) discussed the difference between rooms for nursing mothers and lactating mothers. Mothers would have access Cards, issued for one year. There is a 21 Day Comment period through General Counsel for review. Effective January 2017.

Alison also spoke of a new Faculty Diversity Plan where Pima would hire Diversity Officer. This position is up for review with the diversity board this month. One of the goals how to get faculty to be more diverse and support student population.

Prior Learning, AP 3.20.01 -- Julian Easter discussed prior learning as being obtained outside the classroom. A work group composed of people around the district along with other colleges such as in Colorado and Houston Community College seemed to have a great model setup. National standardized tests may be used as an assessment.

Mays Imad (EC) asked if the CDAC not a part of the evaluation project. Mays wants it concrete especially when there is a disagreement. According to Julian, that is still under consideration.

Michael Parker (WC) commented that Discipline Faculty would make the decision on what to constitutes prior learning.

Olga Carranza (DV) The department needs to determine such situations as certification greater than 20 years that would need determinations.

Patty Figueroa asked about non-transfer courses. Julian said this should be the decision of the College, whether courses are worth credit or not.

Rosa Morales (WC) Credits from other countries were not being accepted. However, Texas Community Colleges Assessment of Credits from other Countries works and is an example of what Julian discussed earlier.

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AP Drug Free Environment: - Brian Stewart and Allison Coulter-Mack presented Standard Operating Procedure focused on the idea of Impairment (End of Fall 2016 semester).

David Kreider (CC) Believes that written procedure needs work badly and not sure if this went through General Counsel.

Jackie Kern (EC) Questions about page three of AZ Acts regarding addictions predictions. Need schedule or list of elements regarding drugs such as Arizona Marijuana Act.

MaryKris Mcilwaine (WC) Grammatical and structural concerns within Additional elements within AZ Acts Pg. 5 such as: "Behavior exhibit by any human for any number of excuses against employee." Document needs updating

to be more precise. MaryKris feels uncomfortable with the discriminatory format this would entail.

Alison Colter-Mack (DO) Recommend AP to be pulled and revisited until further notice and updated by Seth Shippee.

Department Chair Task Force Update (5 minutes) -- Tal Sutton, Morgan Phillips

Morgan Phillips (President) College Wide Supervisor Role – wanted different type of campus representation.

Tim Cruz (DC) Wants to know if only adjunct faculty, full-time faculty, and/or students.

Morgan Phillips (President) Involvement from those such as faculty senate. Disciplinary areas should be represented. Taskforce will focus on disciplinary, supervisory, and campus focused discipline.

Tal Sutton (EC) Will send out proposals and information on those involved within the taskforce.

Morgan Phillips (President) Considering budget, hiring process, other determinations within the report for this taskforce which should include all faculty members... **Timeline:** Recommendations made by Mid November 2016

Rosa Morales (WC) Videotaped session of meeting found online for viewership.

Tal Sutton (EC) Discusses the **CHARGE:** Make recommendation to the presidents and acting provost on the development and implementation of a new department chair structure based on current budget constraints, considering the previous department chair tasks forces submitted recommendations, as well as the new administrative reorganization structure. Expect not to start with any existing policy but rather ideal model (best case).

Updates from Subcommittees (20 minutes) Professional Development -
- Mays Imad (EC)

Mays Imad (EC) Professional Development Subcommittee will provide professional development for faculty which will comprise All College Day and Center for Excellence in Teaching & Learning. The subcommittee is set to do the following: Promote scholarship and innovation. Support Pedagogical Practices. Involve Integrated Education. Also, supports emotional intelligence. As well as a benchmark from peer institutions. Mays wants everyone to know the Vision/Mission will be unique to PCC. By the end of October, a proposal will be

submitted to the B.O.G. Maricopa Community College is an example of what they have already in place.

Strategic Planning and Budget -- Tal Sutton (EC)

Jackie Kern (EC) Vice Chancellor of Accreditation has given information on what has been obtained so far. Subcommittee learned through HLC program outcomes on programs are seeing what they are achieving. Example: Nursing – Should consider Capstone Projects, Portfolios, and Examinations. Discipline leadership and faculty workshops on assessment strategies will be attended. Facilitate conversations across all disciplines.

Tal Sutton (EC) Subcommittee will work closely with Professional Development

Barbara Fox (DC) Provides capstones for students but how is that defined by the committee.

Jackie Kern (EC) Program based determinations.

Michael Parker (WC) Accreditation - Continuous Improvement Operations Counsel – Research appropriate ratio of faculty to student ratio at Pima. Faculty Senate put in charge of quality of standards. Mays and Tim are on the committee.

Charter Revision -- Tal Sutton (EC)

Tal Sutton (EC) Seat allocation will be discussed but the mission will come first. The charter will layout purpose and goals. Need to revamp how faculty senate officers are described.

Jeannie Arbogast (DV) Syllabus Template finalization will be a relief. Need to streamline template to create ease of use for all faculty for each semester.

Dolores Duran-Cerda (DO) Eliminates pages regarding mandatory statements will create more ease of use for students. In Provost report, group will make provisions effective Spring 2017 and Fall 2017. Happy Jean will be part of work group.

Mays Imad (EC) When Mays first started, BOG report consisted of no structure and no procedure. Questions on who's opinion will be representing. To solve this issue would be to establish a rubric. As well, reach out to faculty for feedback. Present the feedback via report to the Faculty Senate Meetings. The presentation is supposed to be kept to no more than two minutes.

Michael Parker (WC) Anything longer regarding presentation on feedback beyond two minutes or so should be in a written report.

Rosa Morales (WC) B.O.G information included along with subcommittee feedback and faculty senate newsletter.

4. Reports

*Student Code of Conduct -- Seth Shippee, with Yra, wants to improve clarity and use of code of conduct. Fairness - rights and obligations need to be identified. Seth is an attorney and wants these determinations to align with court of law. Students should be knowledgeable of the code. Academic Ethics Violations – Section 2A, Academic Sanctions 2D, Academic Sanctions by Instructions 4D – Issues regarding academic honesty (Plagiarism) better explained to students. Final Revisions by Spring 2017

PCCEA report (10 minutes) -- Matej Boguszak – Minimize delays in hiring faculty. Also, faculty evaluations – forms simplified. Adjunct faculty – department chairs will meet and provide student feedback. Overload contract issues – Involuntary Overload colleges are aware of the issues and are being resolved.

Mays Imad (EC) Adjunct Faculty Evaluation can use the same forms.

Meeting was adjourned.