

Faculty Senate May 2018 | Minutes

May 04, 2018 | 1:00 pm | Meeting location Downtown Campus, Amethyst Room

Meeting called by Tal Sutton,
President @ 1:08 pm

Note taker Rita Lennon, Secretary

Type of meeting Monthly Meeting

Timekeeper Tanya Preusser,
Sergeant at Arms /Logistics Officer

SENATOR ATTENDANCE

Present

Brooke Anderson	Lisa Grenier	Sean Mendoza	Alexis Osorio	Maria Pereira*
Carol Christofferson	Lisa Werner	Susan Kuklin	Barbara Fox*	Mays Imad*
David Kryder	Margarita Youngo	Taliesin Sutton	Brandy Randolph	Michelle Mathews
Dennis Just	MaryKris Mcilwaine	Tanya Preusser	David Morales	Paul Flasch
Diann Porter	Matej Boguszak	Teddi Schnurr	Elena Grajeda	Randy Munsen
Donald Kavanagh	Michael Nolan	William Lang	Gwen Gorbette*	Robert Foth*
Hernant Aubert	Michael Parker		Janko Bensa	Shelly Dorsey*
Inoka Otero	Noah Fay		Jeanne Yarab	Skylar Webb
Jackie Kern	Paulo Sudhaus		Joe Brewer	Steve Mackie
Josie Milliken	Pollyanna Wikrent	Absent; *denotes Proxy	John Gerard	
Karie Meyers	Rita Lennon		Kathy Fraychineaud*	
Kyley Segers	Rosa Morales		Lazaro Hong	

Administrators and Guests:

Daniel Soza, Kate Schmidt, Morgan Phillips, David Dore, Jacqueline Allen, Irene Robles-Lopez, Michael Tulino, Ana Jimenez, Bruce Moses, Jen Deschenes, Vanessa Romero, Wendy Weeks, Shawn Hellman

INTRODUCTIONS, AGENDA MODIFICATIONS AND SHORT ANNOUNCEMENTS

Time allotted | 15 minutes | Agenda topic Topic | Presenter open

Introductions: Senator Introductions

Request for open forum or executive session: Karie Meyers on behalf of Rosa Morales (Executive Session)

BUSINESS

Time allotted | 65 minutes | Agenda topic *Details below* | Presenter *Details below*

a. Approval of [April Minutes](#) (5 minutes) – Tal Sutton

Minutes were reviewed electronically; Tanya Preusser motioned to approve as written, Sean Mendoza seconded – 35 Y, 1 abstentions - Minutes Approved

b. Condensing the FPPS manuals (5 minutes) – Officers

Those who attended the Traaen sessions, thank you. Several items from the Faculty Senator Sessions:

1. Review and possible revision of the FPPS concerning Faculty Senate. Tal suggests a revision sub-committee. Those who would be willing to participate Matej, Tonya, Rosa and Tal.
2. Another issue was how faculty participate in Grant proposals and writing. Suggest a sub-committee in order to write a recommendation about how faculty participate – in the future.

c. Provost Advisory Council meeting May 14 (3 minutes) – Tal Sutton

Brooke Anderson, Tal Sutton, and two representatives from PCCEA will participate. This committee will assist in faculty hiring processes. Kate Schmidt offered that this meeting will be the charge meeting, and that faculty position data has been distributed to Deans and DHs so that they can begin the process and decision-making concerning faculty hiring needs. Question: will regular CDAC meetings begin occurring on a regular basis beginning in fall semester? Should FS make a recommendation? No, each division should be determining the amount of meetings they need in order to be/feel informed.

Statement: The number of meetings has decreased over the past few semesters. FS should make a recommendation to ensure regular meetings are being scheduled with CDAC and/or divisions so that faculty can continue to stay informed. Response: This issue is tied with the larger discussion about the CDAC structure.

Question: Kate Schmidt mentioned that faculty hiring data had been distributed to the DHs and Deans, however several departments had not yet seen the information. Kate will follow-up with all Deans/DHs.

d. Faculty Senate Seat Allocation (10 minutes) – Tal Sutton

- a. [Proposal](#)
- b. [Senator Responsibilities](#)
- c. [Senate Seat and Faculty Distribution](#) by Division and by Campus.

Tal provided a historical overview of the seat allocation and previous faculty senate discussions. The subcommittee has listened to concerns and presents new proposals. Please review the links. A lively discussion between the senators transpired, raising concerns both in favor of and opposing the latest proposal.

Following the discussion, voting took place.

Tal “All in favor of passing (raise hands)” 34 senators in favor, 1 oppose – motion carries for the new seat allocation.

e. Proactive Advising Committee input (10 minutes) – Irene Robles-Lopez

In an attempt to improve collaboration between student affairs and faculty, the Proactive Advising Committee under the Guided Pathways initiative is looking for ways to enhance this collaboration further. The committee sent all senators a survey and is asking for FS feedback before sending it to all faculty. Unfortunately, the survey was not distributed to senators. Jacqueline Allen asks senators to review survey (when available) and identify specific interventions they feel will most benefit collaboration and students. The survey provides a brief overview of their strategic direction going forward. Some of the committee’s survey questions: How are faculty inputting grades? Where in the semester do faculty feel an intervention is necessary to students, and what method (early alert, etc.) so that students are informed in a timely manner concerning their status in each course. Pima Connect (aka Starfish) will be the interface for this, it is currently under construction. Statement: a faculty member stressed that faculty input is vital; timing about how a student is doing in individual classes needs to be disseminated to student affairs early so that there is time within the semester to counsel the student and attempt to bring them back on course.

f. Policy Review with [Summary](#) (15 minutes) – Daniel Soza

Historical overview: currently the college has 47 active grants (predominantly Federal funds). As of July 1, 2018 – expending funds to acquire goods, constructions or services must comply with the Federal procurements requirements.

- i. [AP 1.05.02](#) - Signature Authority. This list will allow those with authority to approve purchases between \$3500 & up to \$150,000. This list is public, allowing for transparency. Those on the list can further delegate responsibilities.

- ii. (D) [AP 2.07.01](#) - Architect Selection: Access Guidelines. Recommended for deletion
- iii. (D) [AP 2.07.02](#) - Architect Selection Committee. Recommended for deletion
- iv. [AP 4.01.03](#) - Contracts. This AP further defines requirements in order to comply with new Federal requirements.
- v. [AP 4.01.05](#) – Purchasing. This AP was designed in order to comply with the Federal Guidelines.

g. Presidents Report (10 minutes) – Tal Sutton

Update about what the officers have been doing. March meeting with Lee and the 4Ps. Discussed implementation cycle of curricular initiatives for initiatives such as GP. Tal and the other officers have created a framework. Gave an example of 15w vs. 16 w

This is just a draft at this point.

Work concerning the CDAC structure, following a survey and will be looking at the preliminary results. 2 themes - 1) seems to be a lot of uncertainty 2) diminishing participation from the old structure to the new structure. Hope this info will provide feedback concerning the CDAC structure in the very near future. For fall, Tal recommends a FS (open to all faculty) committee maybe joint with the Provost committee so that FS can be part of the conversation as these decisions are being made.

Q: PCCEA and FS should consider what the % of Faculty representation on each committee.

A: one of the issues we plan to discuss with Lee and the 4P as next meeting is how are faculty all supposed to volunteer if they are not informed of the need to fill positions.

Q: What is the timeline?

A: There have been a few false starts so we need to form a committee. Many raised their hands that they'd be interested in participating on this committee

Q. We were placed on probation in 2013 for violating one of the assumed practices. Yet Administration is still acting as though we are ok in this area. It's incredulous the amount of complacency we see so therefore FS needs to take a hold of this.

h. Curriculum Decision-making at the College (10 minutes) – Various Senators

Discussed the proposed process changes; at this time it has been tabled until the next CCC meeting.

i. [Governing Board Report](#) (5 minutes) – Brooke Anderson

Mays and Brooke presented budget proposal to the 4Ps but have not yet heard from them. Communications committee pathways. Subcommittees will send reports to the communication committee so that a comprehensive communication can be delivered to all stakeholders.

REPORTS

Time allotted | 35 minutes | [Agenda topic Details below](#) | [Presenter Details below](#)

- **[Provost's Report](#) (5 minutes) – Kate Schmidt**

The full report is hyperlinked above. Notable items include:

- Online Contracts Approvals
- 2017 Institutional Update Submission to HLC
- Assurance Argument Survey
- Doing Good in the Neighborhood
- HLC Poster Fair
- Guided Pathways
- CCSSE
- [Evaluation Forms](#)

- **Assessment Changes (15 minutes) – Office of AQI**

Wendy Weeks answered questions which were submitted prior to the meeting.

Q: what is the timeline to transition to eLumen? A: eLumen is PCCs new Academic Management System (AMS) under a pilot with 26 faculty managed by the enterprise department within IT.

Q: what is the implementation timeline?

A: It is under the pilot and will implement slowly. There have been volunteers

Q: What is the process to get on the list to move with eLumen?

A: Contact AQI and we will meet with you. We need to know is how your department functions.

Q: Is the process

A: It will depend on the division, we want to evaluate what the

As you know the interface is extremely limited, summative and only provides 4 variables.

Bruce Moses: Peer program review - met a few weeks ago w/officers. In the regulations it mentions a administrative committee. Bruce recommends a peer review process with faculty outside of the division (department) along with the division dean (SME) in order. Just an idea, no timeline established, Bruce plans to meet with all deans at their next deans meeting.

Comment: It sounds like a good concept, can you provide an example of the type of feedback we would be seeking from our fellow faculty through this process?

Answer: HLC couldn't see how program review was tied to budget requests. They don't have to be content experts

Comment: It was nice to have a meeting with administrators at the end of program review so that we can showcase what we do well, and areas we need assistance or resources.

Answer: that step wouldn't go away.

- **[Input Framework Presentation \(10 minutes\)](#) – Ana Jimenez**

- Please review

- **[PCCEA Report \(5 minutes\)](#) – Kyley Segers**

Please review the Report. Notable items include:

- Communication Issues between faculty and Administration
- Policy Consolidation: Traaen and Associates
- RedforED Support
- Student Services Redesign
- Faculty Rights
- Faculty Leadership **[Work Group update \(5 minutes\)](#) - Shawn Hellman**

OPEN FORUM

Time allotted | 0 minutes | Agenda topic *NOT REQUESTED* | Presenter *N/A*

EXECUTIVE SESSION

Time allotted | 0 minutes | Agenda topic *N/A* | Presenter *N/A*

CLOSING

Rita Lennon motioned to end meeting, Tanya Passeur seconded. Meeting adjourned @ 3:28 pm