1.0 Introductions and Call to Order
Attendance Taken by Faculty Senate President, Dolores Durán-Cerda (DC)

Present: Dolores Durán-Cerda - President of Faculty Senate (DC); Diann Porter, Past President of Faculty Senate (DC); Jeannie Arbogast - Faculty Senate Vice President (DV); Matej Boguszak (CC); Kimlisa Salazar Duchicela (DC); Josie Milliken (DC); Gene Gotwalt (DC); Sterling Vinson (DC); Susan Prichett (DC); Tommy Salazar (DC); Pollyanna Wikrent (DV); Patricia Figueroa (EC); Rita Flattley (EC); Mary Mitchell (EC); Rob Modica (EC); Ana Jiménez (EC); Donald Roberts (EC); Cheryl Blake (NW); Greta Buck-Rodriguez (NW); Erin Eichelberger (NW); Randy Munsen (NW); Sandy Niederriter (NW); Ellen Caldwell (WC); Ceanne Alvine (WC); Carol Christofferson (WC); Lazaro Hong (WC); David Katz (WC); Steve Mackie (WC); MaryKris Mcilwaine (WC); Karie Meyers (WC); Rosa Morales (WC); Taralynn Petrites (WC); Joe Labuda (DistW); Melinda Frantz (DO-W); Don Roberts (EC); Roman Carrillo (DC); Barbara Benjamin (DC); Darryl Graham (EC); Duff Galda (CC); Steven Croft (DC); Terri Hamstra (DV); Donald Bock (NW); Mic Denfeld (WC); Laura Van Etten (WC); Debra Kaye (WC); Vickey Smith (WC); Catherine O’Brien (WC).

Absent: Mike Schuetze (CC); Earl Garrick (DC); Ron Hale (DC); Linda Marks (DC); Andrea Henderson (DV); Susan San Jule (DV); Randolph Wright (EC); Shelby Goldberg (NW); Joseph Dal Pra (WC); Jake Elkins (WC); Sarah Marcus (WC); Catherine O’Brien (WC); Susan Prichett (DC); Cynthia Howe (DC); Andrea Henderson (DV); Olga Carranza (DV); Doug Holland (EC); Kathy Feuling (EC); John Kordich (WC); Eric Saphir (WC); David Kryder (CC).

Guests: Provost & President Suzanne Miles (DO & CC); Chancellor’s Office – Deborah Yoklic (DO); Rita Flattley (PCCEA)

2.0 Approval of the January Minutes
Ana Jiménez (EC) asked about Business item 5.1 on page 3 regarding Rick Rosen’s Progress Report on the College Plan Item 3.3.2. She did not remember Rick giving this report at the last meeting. Dolores Durán-Cerda (DC) clarified that it was part of her report to the Senate regarding Online Education Ad Hoc Advisory Group.

Rita Flattely (PCCEA) inquired about an Action Item under Open Forum where Rob Modica (EC) stated that the calendar in the Schedule of Classes was incorrect. Debbie Yoklic stated that an email would be sent tomorrow making the clarification that the correct dates are online.
Sterling Vinson (DC) moves to approve the minutes. Motion was seconded by Barbara Benjamin and passed with unanimous support.

3.0 Announcements

Jeannie Arbogast (DV) stated that elections had taken place and were successful. If any senator noticed any errors on today’s sign-up sheet, please notify her.

4.0 Agenda Modifications and Open Forum Items

1) Dolores Durán-Cerda (DC) noted that she has no agenda modifications.

2) Open Forum: Ceanne Alvine (WC) has a question on internal email.

5.0 Business

5.1 Elections of Senate Officers

- Carol Christofferson (WC) nominates Joe Labuda (WC) for President-Elect. Kimlisa Salazar Duchicela (DC) seconds and passes with unanimous support.
- Matej Boguszak (CC) nominates Jeannie Arbogast (DV) for Vice-President. Rob Modica (EC) seconds and passes with unanimous support.
- Dolores Durán-Cerda (DC) nominates Pollyanna Wikrent (DV) for Secretary. Randy Munsen (NW) seconds and passes with unanimous support.
- Randy Munsen (NW) nominates Kimlisa Salazar Duchicela (DC) for Board of Governors Representative. Diann Porter seconds and passes with unanimous support.

5.2 Deletion of BP-3601

Debbie Yoklic (Chancellor’s Office)

- Debbie Yoklic states that the deletion of BP-3601, which concerns student immunization, will be recommended to the Board of Governors. The board policy took in to effect on June 15, 1988. It states that students must show proof of rubella and measles immunization, as required by law. However, there isn’t a law for community colleges nor higher education institutions for proof of immunization by students. Debbie added that it is a stand-alone document without regulations nor SPGs. Diann Porter (DC) asked if it is posted on the website yet. Debbie replied not yet.
6.0 Reports

6.1 PCCEA Reports

Rita Flattley (EC)

- Arizona Education Association lobbyist is recommending to return to the 50/50 employee and employer Arizona State Retirement System contribution.
- National Educational Association visited PCCEA at a new faculty mixer and talked to Scott Collins and Ana Jiménez about the evaluations of administrator survey. Both have been invited them to present at a national conference in Chicago to community college leaders regarding the evaluation of administrators that PCCEA developed.
- At the Board of Governors meeting tonight, Executive Vice Chancellor for Finance and Administration David Bea will present the Preliminary Budget Parameters for fiscal year 2012/2013. The recommendations include the restoration of the sabbatical program and salary increase of 3.5 percent.
- Meet and Confer is about to get started. Team is meeting this Friday. First meeting with Management Team will be January 20th.
- Dolores Durán-Cerda thanked PCCEA for hosting the All Faculty Day lunch. Rita added that it had been sponsored by NEA.

6.2 Board of Governors Report

Kimlisa Duchicela (DC)

Report to the Faculty Senate of the Board of Governors
December 14, 2012

The meeting was called to order by Chairwomen Marty Cortez.

- There being no public comments and on behalf of the BOG, Chairperson Cortez continued by presenting the Provost and Executive Vice Chancellor, Dr. Suzanne Miles a plant arrangement to thank her for her efforts during the Chancellor’s absence.
- Chairperson Cortez also commented she is happy the College is participating in the American Association of Community Colleges Voluntary Framework of Accountability study.
- Secretary Scott Stewart announced that he has submitted his name to fill a vacancy on the Governing Board of TUSD.
- For the Chancellor’s Report, College Events Coordinator Christy Yebra announced the Festival of Democracy to be held at WC on January 7, 2012.
- Acting Vice Chancellor for Information Technology Cindy Dooling presented the College’s web redesign which will be up by this spring semester.
- The Chancellor presented a plaque to student representative Mari Guillén in appreciation of her service during the past year.
- Dr. Flores also noted that he had been to the White House Holiday Reception and shared that his trip was very successful.
- The Chancellor concluded his report by stating that at the beginning of the year he will recommend a 3.5% salary increase for College employees.
Vice Chancellor David Bea reported that the College’s financial statement is consistent with expectations.

Information and action items were passed. Chairperson Cortez adjourned the meeting.

This concludes the report for the December 14, 2011 Board of Governors meeting. Next meeting will be held January 10, 2012.

6.3 Provost’s Report  
Dr. Suzanne Miles

Dr. Miles welcomed back the senators and congratulated the newly elected officers. Also congratulated Scott Collins and Ana Jiménez for being invited to present at the national NEA conference.

Gave an update on the new non-credit program that will begin in March. It was formerly known as Pathways to Pima, Pathways and Pima Foundations. Now, its new name is the Pima Community College Prep Academy. Internally it will be referred to as Prep Academy. There is one staff person who is permanent and is serving as its director, Brenda Keane. Three full-time temporary instructional staff have been hired: one lead in Writing, one lead in Reading and one lead in Math. A whole cadre of part-time temporary instructional staff will be deployed to all six campuses along with a total of 22 sites students can go to. These sites are partnered with social service agencies. Two major workshops have gone to each campus for the Student Services staff. There will be a third workshop which is more in depth. The workshops are educational in nature and help gather information from the Student Services staff as to what will work best for students. Mock scenarios of assessment situations are planned so that students can also attend and we can get frank insights on what worked and didn’t work for them, so we are prepared in March when the program begins for summer registration. Dr. Miles addressed that Debbie Yoklic had received questions from faculty about educational sessions. She will take the idea back to the Implementation Committee. These educational sessions would probably take place in mid-February for full-time and adjunct faculty.

Rob Modica (EC) asked what are the basic educational requirements that the instructional staff have. Dr. Miles stated that the model being used is from the Center for Training and Development. On the Implementation Committee, there is a core group of full-time faculty, who were part of the interviewing process and recommended who to hire to the team.

Rob Modica asked if they have a B.A. in the discipline they will teach.

**ACTION PLAN:** Dr. Miles will find out and will send out an email to all with the specifics.

Dr. Miles wanted to reinforce that these are not new students. They are students who are already at the College and are being redirected to a different area to make them more successful when they come to our classes.

There is a rumor that we are bringing students into the Academy and getting them out if they have reached 10th, 11th, or 12th grade level. Not true. Students need to be above the 7th grade. After they do well in their assessment then they are placed in the
6.4 Chancellor’s Report
Debbie Yoklic

- On behalf of Chancellor Flores, Debbie stated that he wanted to thank those who participated in the Festival of Democracy that took place this past weekend at the West Campus, which was an inspiring event. He thanks those who worked very hard in organizing the successful event.
- He will address the ASRS funding in the February Faculty Senate meeting.
- He extends his wishes to everyone for a wonderful start to the spring semester.

6.5 Faculty Senate President’s Report
Dolores Durán-Cerda (DC)

- Dolores Durán-Cerda welcomed the new senators and congratulated the newly elected officers.
- She announced that the Online Education Ad-Hoc Advisory Group will be meeting on February 17. She plans to report back to Senate what was discussed.
- The next Faculty Senate meeting will be on February 3rd at the Community Campus.
- She is looking forward to working with everyone on Senate. There is a difference from last year’s beginning of the spring semester, just after the January 8th tragedy. Now there is a sense of a new beginning, new hope, and the continuation of rebuilding and healing.
- Speaker Series will begin in February and more details will be provided at the next Senate meeting.

7.0 Open Forum

- Ceanne Alvine (WC) addressed the issue of internal email. It is the result of a presentation of the web redesign. She would like to know if there could be the possibility of a link between the Gmail and Outlook. She stated that it is difficult to make distribution lists from Outlook. There is no official way to make an email list from that part of the site. Could we consider having students managing email on Outlook? Kimlisa Salazar stated that she does not think it’s possible because Google and Outlook are two completely different entities, they don’t “talk” to each other. They each have a different language which makes it a complicated matter.
• ACTION PLAN: Kimlisa volunteered to take it forward to IT with Cindy Dooling and will report back to Senate.

Adjournment was motioned and seconded.