December Senate Meeting (Tuesday, December 14, 2021)
Generated by Vanja P Velickovska on Monday, January 31, 2022

1. Opening of Meeting

Procedural: 1.1 Call to Order

The meeting was called to order at 3:00 pm by the Academic Senate president Sarah Frid

Procedural: 1.2 Roll Call

Present: Anjela Bavarro Ricci, Tim Bolin, Michale Calabrese, Sergio Cano, Chris Cardona, Adrian Casas, Richard Castillo, Derek Copple, Alberto Edradan, Kevon Eoff, Dennise Lilley Edgerton, Jenifer Faux Campbell, Sarah Frid, Michael Gale, Maria Gomez, Lucas Gunderson, Victor Hernandez, Chaminda Hettige, Laura Kramer, Esmeralda Lopez, Maria Lopez, Rene Lopez-Roedel, Cesar Lozoya, Lorenzo Luciano, Jorge Martinez, Peter Martinez, Juan (Carlos) Medina, Graciella Milke, Ilona Missakian, Scott Peterson, Sarafina Redwine, Dana Rethwisch, Paul Shibalovich, David Silva, Juliette Singler, Gregory Snider, June Turner, Vanja Velickovska

Absent: Rosa Martin, Nidhi Patel, Brian Thiebaux

Guests Maria Kiehl, Biju Raman, Will Smith,

Action, Procedural: 1.3 Unanimous Consent
Unanimous Consent is a manner of expedited voting where only those who oppose a motion will speak when that has been brought to a vote. If no one opposes, then the voting item is "passed". If a single person opposes, that will trigger a roll call vote.

• Action: Voting by unanimous consent
• Motion by: Paul Shibalovich
• Seconded by: Dana Rethwisch
• Objections: None
• Comments/Discussions/Revisions: None
• Final resolution: Passed by unanimous consent

Action: 1.4 Adoption of Agenda

• Action: Voting by unanimous consent
• Motion by: Paul Shibalovich
• Seconded by: Alberto Edradan
• Objections: None
• Comments/Discussions/Revisions: None
• Final resolution: Passed by unanimous consent

Action, Minutes: 1.5 Minutes from November 9, 2021

• Action: Voting by unanimous consent
• Motion by: Tim Bolin
• Seconded by: Kevin Eoff
• Objections: None
• Comments/Discussions/Revisions: None
• Final resolution: Passed by unanimous consent

2. Public Commentary

Procedural: 2.1 Public to Address the Senate on Agenda Items

The public (non-senators) is welcome to address the Senate about items on the agenda only. Each speaker has a time limit of five minutes. While a speaker has the floor, Senators will refrain from comments, questions, discussion, and call for action.

Pursuant to the Brown Act Government Code Section 54954.2(a): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

• None

3. New Business
3.1 Faculty Evaluation Taskforce Status Report
Update on the productivity and direction of work

- Faculty Evaluation Task Force shared the progress so far with the Academic Senate. The Task force have been meeting almost every week. The purpose of the Task Force is to go over and update the Faculty Evaluations because the existing forms are not working for all instructional modalities that we are teaching in. The forms also do not work for brand new faculty, adjunct instructors and the scoring and feedback from administration evaluations oftentimes is confusing and these forms and processes have not been reviewed for a really long time. The Task Force will concentrate primarily on these issues and the primary assignment will be to concentrate on the three primary areas of responsibilities, including teaching, counseling and library services. The second aspect is to maintain, and develop diverse and culturally relevant knowledge, skills abilities and environment on our campus. The third component is our college service, participation in the academic senate, how well we adhere to college policies and procedures and how are we assisting the college goals, programs, divisions as well as institutional goals.
- Parts of the Evaluation: 1. Student Evaluations, 2. Peer Evaluations, 3. Professional Disclosure statements and 4. Administrative Evaluations.
- Having an additional summary or composite evaluation that gives a good idea from all four areas of evaluations.
- For students' evaluation is to adjust the timeframe of the evaluation's modality. Currently students' evaluation distributed in the fifth week of school in the semester, and we do not really get rich feedback. It is more practical to move the evaluations to the end of the term, so richer data can be collected and also give the faculty time to use the data to improve and have an opportunity to grow. Also, establishment of a minimum number of student evaluations should be considered, for statistical significance. Also, maybe we should have student evaluate the faculty for every course instead of just one as it is currently, especially in correspondence
- For Counselors and Librarians, we should establish a minimum number of students evaluations for statistical significance and get more students evaluating throughout the term.
- For Instructional Faculty, the timeframe of evaluations should be adjusted depending on the modality that the course is taught, also establish a minimum number of students' evaluations for statistical significance and get more students to evaluate
- Peer evaluations should have unique forms for each of the following: Counselors. Librarians, Correspondence, Online, Face to Face and Hands-On Labs, making sure that they are relevant for our job duties and to give a view within the scope of the responsibilities. Also, a larger pool of peer evaluator is needed as well
- Professional Disclosure Statement should be able to reflect Adjunct, First Year full time and Second Year + Fulltime as well as Noninstructional faculty: Adjuncts, first year full time, second year+ full time as well, as their responsibilities might be different
- Administrative Evaluations: stronger and clearer criteria; add more specific language for clarity, include specific, high value college policies and procedures, establish a scoring rubric (limit administration of giving less than satisfactory scores if there is no prior documentation bringing the issue to faculty member's attention. It should also be noted that the point of these evaluations is not to punish but to allow faculty to improve
- Information taken from the evaluations should NOT be for punitive actions but to support intentional growth.
- The proposed form for Peer Review on faculty have been shared to show as an example of what it would look like
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There was a question about the online teaching, and it was confirmed that there will be a form specifically for online teaching Peer review

- Open for discussion:
    - Some of the language seems vague (equitable is not equal, for example is equitable rigor from another modality, is it watered down, is it appropriate for this specific modality, more clarity can be given)
    - Applaud for the Task Force for doing all this hard work
    - Some faculty have not seen their evaluations back, including the ones from their students and this is needed, as faculty could improve their teaching if they are allowed to see their students' evaluations
    - As of right now, our evaluation process is not nimble and flexible, it is rigid and does not give appropriate feedback
    - A procedure should be established on how to give the feedback back to faculty
    - Work based learning opportunities in all of our classes, maybe it should be incorporated now this in the evaluations, as it will come in the near future

3.2. Online Teaching Council
Proposal for a Faculty Council:

Require all members to be Certified with PVC for online teaching per Board Policy.
    The Academic Standard Committee, per the action of the Academic Senate will no longer be reviewing evaluation forms for faculty around online teaching certifications. A new committee is needed for this.

Purpose:

1. To meet, as needed, to discuss and recommend action to the Senate for online teaching, learning, or other college services. (Open meetings)
2. To review and decide upon all applications for Equivalency for the Online Teaching Certificate. (Closed meetings)

Membership:

Two to three faculty members in addition to the chair of the committee.
    Open for Discussion: It is a great idea and there is a need for it. David Silva, Richard Castillo and Christopher Cardona would like to volunteer to be on this committee.

A few remarks: This would be a brand-new subcommittee for the Senates that would bring up its own rules, policies and procedures on what to do and how to evaluate the faculty for online training. The policies and procedures should be the same, although the committee will bring recommendations based on the evaluations. This committee should bring the change of procedures, rules and policies for approval to the Academic Standards.

- Action: Voting by unanimous consent
- Motion by: Richard Castillo to form this committee
- Seconded by: Chris Cardona
- Objections: None
- Comments/Discussions/Revisions: Motion to amend the proposition to include two counseling faculty, two teaching faculty and one faculty chair
  - Motion to amend as stated above by Richard Castillo
  - Seconded by David Silva
  - Objections: None
  - Comments/Discussions/Revisions: None
  - Final Resolution: Passed by unanimous consent

- Final resolution for Forming the Online Teaching Council: Passed by unanimous consent

3.3 Budget Committee- Significant Report

College is mandated to establish Basic Needs Center and hire a coordinator to manage it. Would oversee other programs as well, like financial aid and food pantry.

Employees who have submitted proof of vax to HR may be on campus without a mask.

Employees who have not submitted proof of vax to HR are required by law to wear a mask at all times while indoors. Right now, OSHA-mandated weekly testing is in litigation.

  Not clear if this is a faculty position or management position
- Not clear if this is a faculty or a management position
- California Governor mandated that everyone, regardless of vaccination status should wear a mask in any indoor settings. This was also sent by Dr. Wallace
- January 15th it will be decided if they will continue with the mask mandate

4. Reports- Senate Leadership & Committees
Reports:

Reports: 4.1 President: Sarah Frid

- The February meeting is planned to be in person for the spring of 2022. However, the decision made on January 15th will affect if the virtual meetings continue, but for now we are planning that it will happen in person. The location is still to be determined, but the Academic Senate meetings are every second Tuesday at 3pm
- There are three new faculty starting this spring: a new psychology instructor and two counselors
- Update on Faculty Evaluation Task Force
- ACSS Fall Plenary " Leading Change" Teaching, Learning, and Governance in a Hybrid World-

Reports 4.2 Vice President: Rosa Linda Martin
- Nothing to report

Reports: 4.3 Secretary: Vanja Velickovska
- Nothing to report

Reports: 4.4 Curriculum Co-Chair: June Turner
- Nothing to report

Reports: 4.5 Articulation Officer: Jennifer Faux-Campbell
- Courses are due for IGTC and CSUG, they have been submitted on time

Reports: 4.6 Academic Standards - R. Martin
- Online Teaching Equivalencies were reviewed on November 15th meeting, and they have been approved and the faculty have been notified: Chris Cardona, Luke Gunderson, Ilona Missakian and Desire Montenegro
- One application was incomplete, the applicant was notified

Reports: 4.7 Equivalency - S. Redwine
- 6 applications to review,
- One of them have been pending, waiting for a few materials to arrive in order to make a decision. A content expert (Paul Shibalovich) was consulted. The applicant was not recommended for the equivalency
- An applicant applied for three areas: health, business and management, a content expert (Sarah Frid) was consulted, and this applicant was not recommended for the equivalency

- Two applicants applied for ethnic studies (Tim Bolin and Jennifer Faux Campbell and they have been recommended for the equivalency
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- Action: Voting by unanimous consent to approve the recommendations of the Equivalency committee
- Motion by: Kevin Eoff
- Seconded by: Juan (Carlos) Medina
- Objections: None
- Comments/Discussions/Revisions: None
- Final resolution: Passed by unanimous consent

Reports: 4.8 Flex - S. Redwine
- Flex Day will be January 21st in person
- Schedule is ready to go will be sent today
- There will be 2 hours Zoom meeting with CDCR (more of a discussion format, as there are 5-6 PSCIs scheduled, distributions of syllabi and course material, issues with textbooks, if there are any questions, this is the time to ask. plenty of time would be allowed)

Reports: 4.9 Scholarship - C. Medina
- Nothing to report

Reports: 4.10 Faculty Handbook Taskforce: Rosa Martin
- Nothing to report

5. Information Items from Shared Governance Committees

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Reports:

5.1 Benefits and Professional Development- V. Hernandez
- Nothing to report

Reports: 5.2 Budget - B. Thiebaux
- Report included

Reports: 5.3 Equal Employment Opportunity Plan - P. Martinez
- Nothing to report

Reports: 5.4 Foundation - V. Velickovska
- Nothing to report

Reports: 5.5 Facilities & Safety - C. Lozoya
- Nothing to report

Reports: 5.6 Guided Pathways - S. Frid
- Report included

Reports: 5.7 Program Review - T. Bolin
- Report included
- A little bit of delay for people completing their full program review, the financial information is delayed, so it might not be coming until early next semester
- The committee is still encouraging everyone to submit their reports, so we can start reviewing them now and add the financial piece later

Reports: 5.8 Student Learning Outcomes - P. Martinez
- Nothing to report

Reports: 5.9 Student Success and Equity - J. Singler
- Nothing to report

Reports: 5.10 Technology - C. Hettige/A. Edradan
- Nothing to report

6. Open Forum
- Open Floor for Discussion: Any business that the Senate may need to address, review, or act upon in future session
- Board meeting last Friday, two new retirees Brian Thiebaux and Dennese Lily Edgerton
- Proposal for next senate meeting to honor our recent retiree by naming some buildings after them, Joe Boel for the Lowtech building, Hortensia Rivera for the counseling center, the library or the Veterans Center for Brian Thiebaux, and the CL101 auditorium after Dennese Lily Edgerton as they work and dedication to the Palo Verde College have been very significant
- There should be four separate resolutions that should be brought at the next Academic Senate meeting

7. Announcements
- Open Floor for Announcements
- None

8. Adjournment of Meeting
- The meeting has been adjourned at 4.06pm by Academic Senate President Sarah Frid