

PALO VERDE COLLEGE
Academic Senate Meeting
Tuesday, November 12, 2019
3.00 p.m.
One College Drive, Blythe, CA — CS 123/124
(ITV held at 725 West Broadway, Needles, CA)
President: Hortensia Rivera
Vice President: Sarah Frid
Secretary: Nidhi R. Patel

MINUTES

Members Present: A. Bavaro-Ricci, T. Brown, J. Campbell, A. Casas, R. Castillo, D. Copple, I. Dagnino, A. Davis, K. Eoff, S. Frid, M. Gamez, M. Gaubeca, V. Hernandez, D. Lilley-Edgerton, M. Lopez, C. Lozoya, L. Lujano, R. Martin, J. Martinez, P. Martinez, C. Medina, G. Milke, N. Patel, J. Rinaldi, H. Rivera, R. Robertson, S. Sher, P. Shibalovich, D. Silva, J. Singler, W. Smith, G. Snider, S. Stoeckle, and J. Turner.

Members Absent: J. Boire, C. Hettige, S. Peterson, K. Redwine, B. Thieboux, and V. Velickovska.

Guests: B. Raman.

1. Opening of Meeting

1.1 Call to Order

Meeting was called to order at 3:02 p.m. by President H. Rivera.

1.2 Pledge of Allegiance

The salute to the American flag was led by J. Rinaldi.

1.3 Public Commentary

No comments from the public.

2. Approval of Minutes

2.1 Approval of Minutes from 10/8/2019

Action: Approve October 8, 2019 meeting minutes

Motion by K. Eoff, second by V. Hernandez

Comments/Revisions: None

Final resolution: Passed unanimously

3. Adoption of Agenda

3.1 Adoption of Agenda

Action: Adopt the agenda for this meeting

Motion by S. Frid, second by P. Shibalovich

Comments/Revisions: None

Final resolution: Passed unanimously

4. Old Business

4.1 Update on "Director of Athletics"

- Sent a letter to D. Wallace regarding Academic Senate's recommendation.
- D. Wallace shared the following:
 - It is intro position for now to figure out if it is sustainable.
 - It is on a trial basis.
 - They want to see where it goes, grows, enriched.
 - Pilot year for basketball.
- AS leadership mentioned the following:
 - Only 2 players are from CA.

- Does this make sense? Is this what our community needs, when we are not getting a lot of community participation?
- D. Wallace agreed with that and said it is the reason why this is an interim position and wanted to give it a year and at the end of the year when it is time to recruit for next year we will have better idea and determine whether we should continue.
- Is this a new position or a continuation of a previous position?
 - Not sure. Ryan was hired as an interim in August 2019 and his contract ends in August 2020. We would know before then whether the position would be opened up for permanent, however that HR process happens, we don't know.
- Not a new job description, if basketball program is a success, then same job description will be used to open up this position for a permanent person.

4.2 AP 2510 Feedback

- Received feedback from handful of people.
- Everyone read B. Thieboux's email.
- Comments were not to change but to leave it alone. Academic Senate reports to the Board not to the administration.
- Still, would like feed to take it to next College Council meeting.
- Membership for the Curriculum Committee to be exactly what is written in the Curriculum Handbook. H. Rivera will make this recommendation at the next College Council meeting.
- Note for Equivalency Committee, title was changed not the essence:
 - Old language: Vice President of Instruction shall Chair the Equivalency Committee.
 - New language: Vice President of Instruction and Student Services shall Chair the Equivalency Committee.
 - Thus far, VP has not taken on this role, however have taken on an advisory role.
- What is this suppose to address or fix?
 - S. Bauer wanted an update on membership, etc.
- Is VP of Instruction the originator of this document or is it the Board?
 - Assuming VP because he presented it to College Council.
- If that is the case, then Academic Senate does not need to approve or reject it?
 - D. Wallace explained that APs do not get Board approved.
- Who has final say on APs?
 - D. Wallace does.
- Is there anything to verify that?
 - We didn't ask.
- Back before the Union members come to their senses (back in the day before the discovery of quantum physics or before the first amoebae learned their ability to alter their own shape,) Union President, R. Robertson, attended the AP and BP policy revision meetings, they had to go to the Board for approval (policies were generally approved in big blocks), administration did not have the final say. P. Martinez confirms.
- Request from D. Wallace to provide a copy of AP and BP that confirms his own statement.
- R. Castillo's personal opinion to go back to College Council and tell the administration hands off on the faculty Senate committees unless there is a truly an evident problem and that the Board recognizes it. If the laws are violated, we are required to report it to the state Senate and the Chancellor's Office, especially in areas of minimum qualification in Equivalency that may affect our teaching faculty down the road for our students and their transcripts. R. Robertson confirms, cites College of the Desert example where teaching faculties did not meet the minimum qualifications and the consequences of that at the state and federal level.

Action:

Senate ship this back to the administration with a request for rationale for purposes and goals and the clarifications of whether Board needs to approve this AP. Some explanations of why this came through the College Council, what happened to the procedure? Why was this not debated and review before it was brought to College Council?

Motion by R. Robertson, second by D. Lilley-Edgerton

Discussion/Comments:

- When Academic Senate spoke with D. Wallace and S. Bauer about our concerns with this AP, they told us that the changes to APs and BPs originate in College Council and get disseminated and discussed through the different constituent representatives from College Council and then it trickles down and feedback is supposed to come back through the representative.
- One rationale provide by S. Bauer was there were too many committees.

Final resolution: Passed unanimously

5. New Business

5.1 Curriculum: Evaluation criteria for new programs/courses and deactivation

- This was discussed in September meeting
- R. Castillo proposed that Curriculum Committee take care of it.
- We are meeting Thursday.

- Found from the Chancellor's Office in the PACAC and from Senate Practices for Educational Program Development paper that was adopted last Spring. Talks about needs, documentable students interests that warrants creating a program, adequate resources, pool of faculty and adjuncts, etc.
- Will discuss these things in next meeting.
- Form an Ad Hoc committee with faculty to develop criteria for new courses/programs or eliminate.
 - S. Stoeckle and C. Medina volunteer to join.
- Why do we need another committee? Procedure was it originates in departments, then it goes to budget and to the Council of Chairs. We already have state guidelines on what we are looking for.
 - This is for brand-new programs, new associate degrees that faculty want to develop, guidance on what to look for. At Curriculum some of these questions are being asked.
- Since when is Curriculum doing any of this?
 - They have been
- For how long?
 - A while, questions are being asked. New program/certificates/etc has to go through a process that is approved by the regional consortium.
 - It is just guidelines for faculty.
- A lot of the new ADTs proposed in the last academic year, the administration is concerned about the financial impact that these programs might bring to the college, but we don't have hearty discussion about student needs or student data. Some of these things are brought forth with only one aspect being illuminated and not a full comprehensive look at what this program means to bringing it to campus, such as culinary program, things that we want to talk about and have the evaluation criteria within our faculty discussions, Curriculum, and Academic Senate. Keeping things, values and academic standards at the forefront of our decision-making and our jurisdiction.
- Evident from regional meeting, the Academic Senate representative there said that the Chancellor's Office shake their heads when they see a CTE programs when the labour market information has been negative or flat and wonder why a particular college would do that. How did it get pass their advisory and Curriculum committee? She said at that point they can't stop it from being approved. It is about keeping the programs students centered.

5.2 E-reader, CDCR

- Starting Spring 2020, OCE (Office of Corrections and Education) from the state in conjunction with the Chancellor's Office, they selected three ADTs - Communications, Psychology, and Sociology - textbooks will be downloaded to E-readers. All other are not going to be downloaded. General education courses will be downloaded, they are the golden four - Speech 101, English 103, Math and English 101. State uses another vendor, so in Fall 2019, there were up to 43% of our books were downloaded. For Spring 2020, it will be 22% only, 15 to 16 books compared to last Spring, only two ADS will be downloaded, ADS 101 and ADS 102, which are part of general education.
- Send elink to your textbooks to B. Raman, he will send it to Sacramento to add to the E-readers. Deadline was October 10.
- Are they considering more ADTs in the future?
 - Asked but have not received an answer.
- Recommendation, all the department chairs consider send all the textbooks and their ISBNs in advance to the prisons. Send it to correspondence, they will forward it to the prisons.
- They have \$3M available, if college administrations were to purchase books, more likely will get refunded back.
- Biju, are we buying any books?
 - Yes, we are. Already send the list.
- Some of the other community colleges are going to be pushing aggressively to take over prison programs on the grounds that under the new mandates, apportionment money is not limited for prisoners in the same as it is for regular community students.
 - Biju: it is growth money, FTES is limited as for the growth money. The compensation for every FTES is not going to be reduced for the incarcerated population. It will be at the same level as the regular FTES. The total number of FTES for every college is capped. So, they cannot just expand without getting reimbursed. If a college is below their cap then they can expand but if they are above they are not going to be provided compensation.
- The apportionment money is the same for incarcerated and community students?
 - Biju: Yes.
- There is a push coming to expand prison classes from other schools.
 - Biju: Absolutely, it is not focused on correspondence per se, not the same population that we are serving.
- They are downloading a lot of books so OER textbooks come in handy but Sarita conveyed that that might not be true anymore. Waiting to get clarification on that.

5.3 FON (Faculty Obligation Number)

- Info from Division Chairs.
- Language, Art, and communications: for Fall 2019, 11 sections taught by adjuncts, certificates and meet general ed. options A, B, and C. Waitlist means it is students second choice in case their 1st choice does not come through.
- Business, Accounting, and Economics: data from 2016-2017, highest adjunct to teach. For each academic year, 16-17, 17-18, 18-19, we were doing between 15 and 18 sections of accounting only and losing adjunct accounting instructors, have 2 full-time that meet minimum qualifications for accounting. For economics, have between 4 and 6 sections per semester, one instructor (M. Gaubeca) that meets the minimum qualifications, tried to get adjuncts but have not received a single application, courses are part of certificates, degrees, and general education requirements, M. Gaubeca is retiring in a year or so, serious need for an economics with accounting background instructor would be most advantageous.

- History, Social, and Behaviour Sciences: requesting History and Psychology instructors, Fall 2019-Psychology-8 sections-full-time and adjunct... Psychology and History falls under every general ed. 790 and 510 waitlisted for History and Psychology, respectively.
- Looking at the numbers of counselor to students ratio in a document. We are not even close to ratio they recommend, 1 counselor to 370 students. 0.5 to 1771 general students, 0.5 to 750 DSPS.
- Nothing from Math and Science, Professional Technologies, and Allied Health.
- They will be developing the RN program.

Action: Approve them all on the same level and simply put the highest priority on counseling because of the state mandate for that and we have history of skewed student to faculty ratio.

Motion by R. Robertson, second by I. Dagnino

Comments/discussion:

Original Motion as Amended: Counseling highest priority, second priority for economics/accounting since M. Gaubeca may be leaving in a year or so.

Motion by P. Shibalovich, second by I. Dagnino

Comments/discussion: Agree with counseling as the highest priority. 1 full-time history, 1 full-time political science, 3 adjuncts are maxed, along with a pending ADT going through the pipeline.

- ASL qualify as a language?
 - Yes

Final resolution: 3 nays, motion carried

5.4 Proposed Associate Dean of Instructional Service Position

- 1st letter to D. Wallace was about Athletic Director position. We met and discussed. Couple of weeks later at the College Council meeting, Associate Dean of Instructional services was presented. VP said it was recommendation by Academic Senate.
- 2nd letter to D. Wallace to let him know that we are heard that you told everyone that Associate Dean position was recommended by Academic Senate, which is not true. Asked him to retract his statements. He said that his impression was that this was something that faculty were asking for but what came back through the Senate leadership was that what was getting articulated or understood was that this was a recommendation from Academic Senate. We said clearly that only way we can make a recommendation is when we have a discussion as a body, and we take a motion, and we vote on it, and then we take something to administration and to the committee.
- What is our feedback to take back to College Council?
- For clarification, the Senate did request somebody in Distance Learning, not just generally in instructional services, right?
- Yes, one of the points of our 1st letter to D. Wallace, questioned resources to have an educational administrator for 25 basketball students, but we don't have a specific educational administrator to oversee our 3000 correspondence CDCR students. We pointed out the issues that need attention regarding the correspondence education, but we did not advocate one particular recommendation. Four days later, after consulting with his cabinet and was on the College Council meeting. Two things to do as Academic Senate, one is to provide feedback on the job description that was presented and two is there a recommendation we want to make as a body in terms of correspondence education or CDCR education and creating an educational administrator position or any position if that is something that we are interested in advocating for and the change of the structure.
- In your conversation with D. Wallace, where did he say this idea originated from and was it recommended?
 - He said he had been talking about it for a while with his cabinet and after our last conversation with him regarding Athletic Director and our concerns about correspondence education, he felt it was enough evidence to bring this forward.
- Is there anything on record on the Senate minutes that this faculty senate voted on the idea of hiring for a position like this or creating one?
 - Not since H. Rivera has been the Academic Senate President.
- Why are we trying to revise a mistake in communication, why are we being asked to look it over and approve it? It did not originate here.
- Do you recall this being a management position?
 - Our discussion with D. Wallace, and in Academic Senate as well, was about problems and issues that organically germinated from our discussion about Athletic Director not about correspondence education. We were highlighting differences between Athletic Director and correspondence education not advocating for specific thing. He was going to eventually bring Associate Dean position no matter what, independent of what Academic Senate brought up the issues surrounding correspondence education. He/administration can propose new positions if they want to and part of our responsibility is as Academic Senate and 10+1, when it is an educational administration position, we get to have feedback on it, we get to discuss it. This is not simply a miscommunication, we straightened that out with him. We want to be on record in College Council about what our feedback is then this is the place to hold that discussion and provide H. Rivera direction on that.

Action: Disapprove this position

Motion by R. Robertson, second by R. Castillo

Comments/discussions:

- Annoyed to discovered that the theory had been promulgated that the Academic Senate leadership did not have the right to speak for the Academic Senate especially on something Academic Senate voted on.
- Is this a blended or is this a separate entity?
 - At College Council, it was highly emphasized that this position is going to be blended with a manager that is working already with correspondence.
 - It does not say in the title but in job duties, there is some blending going on.

- How would we know whose job it is being blended with?
- This job description has not gone through the Board at all, so it is a brand-new position. It looks a lot like a duplication of the Dean position that we already have. How is this different from what the Dean's responsibilities are? The position being proposed is very broad while the weakness in correspondence education is that we don't have anybody that is specifically dedicated to this modality that is a 100% manual and labour intensive in every possible way.
- The job description includes faculty evaluations. The minimum qualification bar is set very low.

Final resolution: 1 abstention, motion carried.

6. Reports

6.1 President

1. Some did not get evaluations because scantron was not working. So, they bought another one and fixed the broken one as a back-up.
2. 4 hour scantron training, offered two days, same training both days, pick one day if you plan to use scantron, not mandatory. A different scantron option available if you do not want to use the one college provides, it is much better, check out www.zipgrade.com.
3. Administration is working with high school to offer more online classes, not specifically just for high school, same registration process, high school will be purchasing textbooks for their students, starts Spring 2020.

6.2 Vice President

Nothing to report.

6.3 Secretary

We will have 5 gallons (18.93 l) dispenser with hot and cold water in the faculty lounge in a couple of weeks. No more carrying your own gallons of water around. Next is sparkling water, we will get there.

6.4 Standing, Ad Hoc, and Special Committees

- Academic Task Force for Correspondence Education
 - Review the Correspondence Education Standards, bring feedback and recommendations for our next meeting. Once it looks good, it will be forwarded to the Faculty Handbook Committee. The document link is provided in the agenda and is available online.
- Reports from other committees were tabled until next meeting.

6.5 Representation Committees

Reports from these committees are tabled until next meeting.

7. Open Forum

Comments are tabled until next meeting.

8. Announcements

Announcements are tabled until next meeting.

9. Adjournment of Meeting

Meeting adjourned at 4:23 p.m.