

Faculty Senate January 2019 Minutes

January 15, 2019 | 1:30pm | Meeting location West Campus, Classroom F-204

Meeting called by	Josie Milliken, President @ 1:32 pm	Note taker	Rita Lennon, Secretary
Type of meeting	Monthly Meeting	Timekeeper	Tanya Preusser Sergeant at Arms /Logistics Officer

SENATOR ATTENDANCE

SENATOR NAME	REPRESENTING	Present?
Josie Milliken	President & DT Writing & Reading	Yes
Taliesin Sutfon	Vice President and EC Mathematics and Engineering	Yes
Brooke Anderson	Faculty BOG Representative , and DT Social Sciences	Yes
Sean Mendoza	Adjunct Faculty Representative and CC Adjunct at Large	No (Proxy)
Rita Lennon	Secretary and NW Allied Health	Yes
Tanya Preusser	Sergeant at Arms, Logistics Officer, and District Counseling/STU	Yes
Community Campus		
Kimlisa Duchicela	Senator at Large for Arts, Communications, Business, Mathematics, Sciences, Technology, World Languages and Social Sciences	No (Proxy)
Desert Vista		
Susan Kuklin	Senator at Large for Aviation, Communications, Humanities, Languages, Reading, Culture, Culinary, Business, Computer Information, Social and Cultural Sciences	Yes
Jeannie Arbogast	Mathematics	Yes
Jeanne Yarab	Adjunct at Large	No
Teddi Schnurr	Education	Yes
Cori Leonetti	Science and Fitness	Yes
District-wide		
Joe Brewer	District Librarians	No
Lisa Grenier	Staff Instructors and Adult Basic Education	No
Downtown		
Barbara Fox	Adjunct at Large	No
Alexis Osorio	Arts and Humanities	No
Skylar Webb	Automotive Technology	No (Proxy)
John Gerard	Building and Construction Technology	Yes
Ken R. Scott	Business	No (Proxy)
Matej Boguszak	Mathematics	Yes
Gwen Gorbette	Paralegal	Yes
Dennis Just	Sciences	Yes

Mayra Cortes-Torres	Senator at Large for English, World Languages and Translation, CAD, Interior Design, Office Technology Systems, Welding & Machine Tool Technology	Yes
East		
Michelle Mathews	Adjunct at Large	No
Brandy (Wright) Randolph	Emergency Services and Related Technologies	No
Mays Imad	Humanities, Arts, and Fitness	No
Vacant	Life and Physical Sciences	
Kyley Segers	Senator at Large for Business, Travel, Communications, Computer Sciences, Languages and Social & Cultural Studies	No
Northwest		
Paulo Sudhaus	Adjunct at Large	No (Proxy)
Elena Grajeda	Languages and the Arts	Yes
Inoka Otero	Mathematics	Yes
Noah Fay	Sciences	No
Randy Munsen	Social and Behavioral Sciences	Yes
Diann Porter	Senator at Large for Biology, Wellness, Professions and Occupations, Written and Oral Communication	No (Proxy)
West		
Nancy Hamadou	Academic Skills	Yes
Hernant Aubert	Adjunct at Large	No
MaryKris Mcilwaine	Behavioral Sciences	Yes
Steve Mackie	Biology	Yes
Donald Kavanagh	Chemistry	Yes
Jackie Kern	Nursing	Yes
Carol Christofferson	Performing Arts	Yes
Karie Meyers	Physical Sciences	Yes
Margarita Youngo	Social Sciences	Yes
Rosa Morales	Social Services	Yes
Lazaro Hong	Technology	Yes
Michael Nolan	Visual Arts	Yes
Lisa Werner	Senator at Large for Allied Health Professions, Computer Sciences, Dental Studies, Digital Arts, Fitness and Sports Sciences, Writing, Mathematics & Engineering	Yes

Administrators and Guests:

Jeff Silvyn, Dolores Duran-Cerda, Morgan Phillips, Kate Schmidt, Maggie Cohen, Russ Schmidt, Michael Parker, Ana Jimenez

INTRODUCTIONS, AGENDA MODIFICATIONS AND SHORT ANNOUNCEMENTS

Time allotted | 10 minutes | Agenda topic Topic | Presenter open

Introductions: Senator Introductions

Request for open forum or executive session: No requests

Short Announcements: Big Thank you to Mike Rom for his continued and professional recording of our meetings.

BUSINESS

Time allotted | 55 minutes | Agenda topic Details below | Presenter Details below

a. Approval of December Minutes (postponed to February) - Josie Milliken

Meeting minutes will be reviewed @ February 2019 meeting

b. [BP 2.02](#) - Hiring of Personnel (10 minutes) –Jeff Silvyn

Although Mr. Silvyn is presenting, he is not the author of the BP. He spoke with those in HR who are responsible for BP 2.02 and is here as their behalf. Change in language was initiated to clarify how hiring policy works. This BP requires that Administrator-level and faculty positions will still be submitted to the board for approval, the rationale

for the position and how the position will be funded, but that staff hiring and temporary vacancies (to include adjunct and provisional positions) can be filled without the approval of the board. This change was initiated by HR, the board did not request these changes. At this time, there is no plan to open the BP again for another round of 21 day comments, however, the changes have not yet been implemented. Unfortunately, upon review of the BP sent to Senate, senators realized that the form was not the most current document; it did not have the changes Mr. Silvyn was explaining. He will ensure that the current form is uploaded.

Because the most current document was not presented, here are some of the key changes: “The Chancellor shall make recommendations to the board for authorization of a new job type within a classification to be filled at the college and for the allocation of budget analysis to fund a position within the new job classification.” “The names of individuals hired by the college for administrator and faculty positions shall be submitted to the board.”

Senator Comments:

- Several senators requested that the BP be open again for comments, Jeff will take this request back to HR.
- What was the reason for the change in language? Jeff explained that it was labor intensive to compile all of the hiring data for the board, and there’s uncertainty that the information was actually helpful to the board. At upcoming board meetings, the board will provide feedback about how much information they feel they need, how much is useful in order to make a decision.

c. Pharmacy Benefits (5 minutes) – Tim Cruz

[Pharmacy Benefits Questionnaire](#) Please alert your constituents that this questionnaire will be sent via email soon. Please encourage them to provide feedback about our current pharmacy benefits and their experiences using such benefits.

d. President’s Report (15 minutes) – Josie Milliken

Welcome back. Next meeting is Friday February 2nd in the Amethyst room @ DT Campus from 1:00– 3:00 PM. A big thank you to Tal for his dedication and service to Faculty Senate. The energy within Senate has improved

greatly! Comments from Tal: he appreciates all of the hard work we've done as well as future developments.

e. Website Development Committee: Call for Volunteers (2 minutes) – Josie Milliken

Lisa Brosky is seeking volunteers for the website redesign. The plan is for monthly meetings in spring semester - meeting dates/time TBA @ later date. Two faculty members are needed (do not have to be senators), who feel they have a good ear for student needs, good communication skills and visually adept. The monthly meetings will be used to provide updates, seek information concerning needs and opportunities. Our website/branding will change to a "stories-oriented" structure; she would like to begin collecting stories. Please send interest to Josie Milliken @ jmilliken@pima.edu.

Senator comments:

- Request to double the amount of faculty volunteers (from 2 to 4 volunteers), or ask for back-up volunteers should one or both of the members are unable to make a meeting.
- During the meeting, four senators volunteered: Rosa Morales, Karie Meyers, Nancy Hamadou and Lisa Werner.

RFP (Request for Proposal) Call Center (2 minutes) - Call for volunteers - Josie Milliken

One faculty volunteer is requested for this committee. The plan is to have two meetings in March and April. The chair of the committee is Jennifer Madrid, Student Affairs Supervisor. Interested faculty should contact Josie Milliken @ jmilliken@pima.edu

f. Learning Centers Update (10 minutes) - Brooke Anderson

Following the fall meetings, the next steps will focus on how to promote the centers, opportunities for collaboration, how to improve communication to all LC staff. The centers will adopt a continuous improvement model. The centers have a dedicated email (messages transmit to all centers): learning-centers@pima.edu. There is still time to provide ideas about the learning centers, do so through your dean. No formal date for the reorganization has been provided.

Similar to our AFD, tutors also have an All Tutor Day – this is a great opportunity for faculty to connect with tutors. Finally, an advisory committee will be forming. If interested in serving, please reach out to Brooke Anderson @ bdanderson@pima.edu, Geselle Coe @ gcoe@pima.edu or to through the learning centers email provided above.

g. TLC Update (2 minutes) – Brooke Anderson

Hiring for two other positions will remain open until January 22, 2019 @ 5:00 pm. The positions are for a Faculty Fellow – Adjunct Faculty Development. This is a 3-year position providing leadership & coordination for professional development needs for Adjunct faculty. The second position is for a Faculty Learning Academy & Mentoring Coordinator. This is also a 3-year position responsible for planning and implementing training and support for new FT faculty during their 1st year.

As the TLC begins its journey, they would like to seek your input:

https://pima.co1.qualtrics.com/jfe/form/SV_7UHOmzxtWI0CZ25

h. Faculty Senate Logo Design Competition Update (2 minutes) – Tal Sutton

Competition may be delayed until fall following a conversation with art faculty about things to consider. A call for pledges will also be sent out in the future.

REPORTS

Time allotted | 30 minutes | Agenda topic Details below | Presenter Details below

a. Provost's Report (10 minutes) - Dolores Duran Cerda

- Welcome back! A plaque was presented to Tal for his service as faculty senate president. Board approved faculty Emeritus for Rosalia Solórzano. She will be recognized and honored at the February board meeting.

b. PCCEA Report (10 minutes) - Matej Boguszak

- Matej referenced his speech this morning during the AFD announcements. An email has been sent earlier today with updates, please review. Know that PCCEA is always available, so please reach out with questions, concerns. The biggest project Matej will be involved with is the alignment of faculty-related policies. There have been some fits and starts, but the process is ongoing. Faculty input will be needed during the process, so please keep an eye

out for surveys/announcements. Syllabus deadline should be submitted earlier to ensure a quality review. One recommendation is to submit syllabi on the 1st day of accountability. At least a draft could be submitted, and changes could be made as needed.

Senator Comments:

- Turning them in early is not an issue, but when the syllabi don't get reviewed, that's a problem. Is there any accountability for the department overseeing review?

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

Motion to adjourn, seconded by senator on floor/ Meeting adjourned at 2:40 pm