

# Pima Community College Faculty Senate

February 7, 2020 | 1:00-3:00 pm | Amethyst Room, Downtown Campus

Meeting Minutes

## SENATOR ATTENDANCE

SENATOR NAME	REPRESENTING	Present?
Josie Milliken	President & Communications	Yes
Taliesin Sutton	Vice President and Mathematics	No (Proxy)
Brooke Anderson	Faculty BOG Representative & Communications	No (Proxy)
Sean Mendoza	Adjunct Faculty Representative and Business & IT	Yes
Anthony Sovak	Secretary, PimaOnline	Yes
Kenneth R Scott	Sergeant at Arms, Business & Information Technology	Yes
<b>Adult Education</b>		
Marjorie Nelson	El Rio	No
Patty Figueroa	East Campus	Yes
<b>Applied Technology</b>		
John Gerard	Downtown Campus	Yes
Susan Kuklin	Desert Vista Campus	Yes
Manny Carrillo	East Campus	No
<b>Arts</b>		
Carol Christofferson	West Campus	Yes
Michael Nolan	West Campus	Yes
Cherise Brashear	Downtown and Northwest Campus	No
<b>Business &amp; Information Technology</b>		
Darryl Wong	Desert Vista Campus	No (Proxy)
<b>Communications</b>		
Elena Grajeda	Northwest Campus	No (Proxy)
Nancy Hamadou	West Campus	Yes
Mayra Cortes-Torres	Downtown Campus	No (Proxy)
<b>Critical Care</b>		
Alicia Smith	West Campus	No
Lynn Cushing	West Campus	Yes
<b>Education, Student Success &amp; Biomedical Sciences</b>		
Virginia Harmelink	Desert Vista Campus	Yes
Denise Reilly	Downtown Campus	Yes
Courtney Webb	West & East Campus	Yes
Rita Lennon	Education, Student Success & Biomedical Sciences	No

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Tanya Preusser	Education, Student Success & Biomedical Sciences	Yes
Treya Allen	East Campus	No Proxy
Library		
Joe Brewer	Downtown Campus	Yes
Monique Rodriguez	Northwest Campus	Yes
Mathematics		
Jeannie Arbogast	Desert Vista Campus	Yes
Matej Boguszak	Downtown Campus	Yes
David Parker	Desert Vista Campus	Yes
Mary Sibayan	West Campus	Yes
Pima Online		
Sciences		
Cori Leonetti	Desert Vista Campus	Yes
Dennis Just	Downtown & West Campus	Yes
Lisa Werner	(Sabbatical)	---
Arlo Osler	West Campus	Yes
Steve MacKie	West Campus	No (Proxy)
Hernan Aubert	West Campus	Yes
Social Sciences & Humanities		
Adriana Romero	Desert Vista Campus	No
Kimlisa Duchicela	Downtown Campus	Yes
Margarita Youngo	Downtown & West Campus	Yes
Sarah Ruth Jansen	Downtown & West Campus	Yes
Workforce Development		
Wright Randolph	Workforce	No

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## Administrators and Guests:

Michael Amick	Vice President of Distance Education
Janice Kempster	Dean of Distance Education
Aubrey Conover	Campus VP West
Dolores Duran-Cerda	Provost
Ian Roark	VP Workforce
Jim Craig	Dean of Business & IT
David Dore	Campus President and Vice Chancellor
Morgan Phillips	Campus President and Vice Chancellor

### 1. Introductions (5 minutes)

- a. Introductions (5 minutes) Called to order 1pm

### 2. Agenda Modifications and Short Announcements (5 minutes)

President's report

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Patty Fig.. Adult basic ed is having health fair feb 29th at el rio all students  
Strategic Planning Team Invite everyone to Future's conference

### 3. Business (60 minutes)

- a. Approval of the December and January Minutes (5 minutes) - Josie Milliken
  - i. [December Minutes](#)
  - ii. [January Minutes](#)
  - iii. Ken Scott motions Dave parker seconds Motion Carriers
- b. Instructional Designers (10 minutes) - Dr. Jan Kempster and Michael Amick
  - i. Apologized for how the information came out and referred us to the email the provost's email which lists the reasons and the plan to provide future support to help support faculty.
  - ii. Request from the provost for all concerned faculty to attend an essential d2l workshop trainings
  - iii. Instructional support input survey Please take it so we best understand your needs and can address
  - iv. Q Jennie Harm. What is the % of faculty not trained in d2l or brightspace?
    1. A: we don't have that datapoint. But we encourage folks to take the D2L Teach training
  - v. Jeanie Ar. I understand that we need to pull the ID but I am going to sadly and sorely miss having someone on campus even once a week to answer questions. I would love us to be able to fund one ID to travel to each campus as it is vital for faculty and department heads
    1. I agree and support that request. But the challenge has been that the role of the ID is for online but an Instructional technologist or FRC.
    2. JA - FRC won't get that and are not trained for that
    3. MA - Yes but in other institutions that is the model
    4. JA- I've been here 12 years and they keep having things dumped on them for no pay.
  - vi. Nancy H It has been very helpful as a f2f instructor to have someone down the hall to answer questions as we move beyond the essentials.
  - vii. Q Ken Scott - Since it is not the job of the IDs to provide that service whose job is it?
    1. MA- There is a tier of folks some at northwest campus or make an appt with Reed Dickson the faculty trainer
  - viii. Josie M- We are out of time but it is important to note that IDs will be missed on campus. Please communicate on these issues.
  - ix. Amick - Please let us know how this new support system is working for you.
- c. AP Review (15 minutes)
  - i. [Summary](#)
  - ii. [AP 1.25.01](#): Personnel Governance and Policy for Pima Employees - Ted Roush and Aubrey Conover
    1. AC- Balancing the House bill 2750 and allowing employee representative groups to support and communicate with the

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administration. There will now be 1 representative on AERC from employee representative groups and 3 from faculty senate regardless of their affiliation.

2. JM Q you said FS selects but here it says something different “reaching out” with no direct mention AC that it will be reaching out to FS. JM- says that maybe we should include direct language that clarifies how Faculty Senate will work with the AERC to select those representative.
  3. Matej B. So you want a sentence about the faculty senate in the policy?
  4. Josie M. It doesn't specify that senate is involved although previously we had been and I'm curious about what that role will be in the future
- iii. [AP 1.25.02](#): Employee Representative Groups - Ted Roush and Aubrey Conover
1. AC. Every employee representative group every five years must demonstrate that 25% of total employees in that group affirm their support for that group ( regardless of membership) or they would start a process with the provost office and staff council or faculty senate that would identify a new representative group for those employees. The goal is that each employee group has a rep
  2. Margarita- Clarification. The language does not say that PCCEA is the only group representing faculty? So others can start a faculty group
  3. AC if a seperate group or entity feels like they would better represent that faculty group then we would go through a process to verify recognize that other group (there is always room for employee
  4. Sovak Is this a problem? And how so?
  5. AC yes. There is a group that has a problem getting this support non exempt staff we want an employee group that has the support of those employees
- iv. [AP 2.05.03](#): Service of Alcoholic Beverages on College Property
1. Seth Deputy General Council Extension of existing drug and alcohol policy. He now forgives us for the heat FS gave him on the first policy. Sometimes there can be alcohol on college property with the chancellor's approval. If our culinary students have a chance to cater events with beer and wine OR if the foundation wanted to host an event for another organization / institution BUT the college's money never gets spent on alcohol unless in a classroom setting for teaching purposes. So the foundation or the outside entity would pay for the alcohol.
- v. [AP 3.05.01](#): Equal Access to Credit Classroom Learning - Ian Roark
1. Ian Roark Given the time constraints we will differ to you for questions
  2. Jeane Ar- Will you refresh us on the purpose and the history?
    - a. IR- Non credit students at most other places learn in credit classrooms but that has mostly not been the case here at PCC. This allows this to occur while not duplicating

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resources. MOre and more the viability of our organization will be predicated on the adult learner and reskilling and not the high school student so this is one step towards more onramps of learning.

3. Nancy H. Non credit doesn't count as ftse and since our FTSE determines the program viability. Our international students are already non-credit
    - a. IR- In terms of program viability - Deans should be including the non credit in the FACT rubric process.
  4. Amanda Abens That had not been a part of the rubric process but it will be added to the process.
    - a. IR- We are part of a group at the state level to help include NC in ftse (which happens at other states but not here)
  5. Joe B. What are the barriers to the equal access?
    - a. IR- there are legitimate barriers... Levels of Math and Writing but we should examine them as in the case of dev ed.
    - b. Joe B- as long as the person is accepted by the program of study then there are no barriers?
      - i. IR- true. In the discipline area there are right now faculty who teach a credit class who can (right now) refuse entry for an audit student based on the faculty's opinion of Non credit classes. With respect to disciplines and programs of study there should be consistency in how they let people into their classes
  6. Ken Scott- how will this impact the evaluations of the course and materials?
    - a. Amanda All reporting structures will be completely different. But let's also in the future look at the assessment data for non credit students.
  7. Nancy H- One more concern related to audit students in the classes but a lot of the activities in my class are based on homework and discussing things and if Audit students are not doing work then things are thrown off. How can we deal with it?
    - a. IR- at the end of the day you are the purveyor of the class so you can address the student taking non-credit in the same way you address as a student taking a credit
- vi. [AP 4.01.02](#): Accounts Receivable Services
1. Cecil - Define the role and responsibilities for my office and the handling of payments and receivables.
- d. Digital Literacy and the Future of Tablet Use at Pima Community College (10 minutes) -
- i. Jim Craig .Try and address the equity and skills gap deploy mobile technology.Many low skill and wage workers are expected to be able to use the technology. Ipad vs android pros and cons. We believe that apple is a better solution based on scale and the investment of the company. We want to give an ipad to each and every student. Retention and

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completion in a smaller CC saw dramatic retention and completion rates in their first full year. Focused on students and student success. Timeline: Starting small next fall to figure out funding, distribution, and support and figure out faculty professional development and support. Please help us name this

1. Patty F. Is this inclusive of adult basic education and non credit students
  - a. JC we need to figure that out but we will be working heavily on this
2. Tanya P- I think this is fabulous because of issues with digital textbooks so this is good. Are we working with the community in Tucson to get internet availability to these students?
  - a. I agree this is a huge issue that we need to address with government and internet providers. Having a mobile device as they may be able to download their content and work offline
  - b. IR please visit the Pima Association of Governments, which is trying to address the digital divide through the smart cities Pima County/Tucson
  - c. Dolores - One of our librarians was able to help provide internet to rural communities in New Mexico who may be able to help
  - d. Josie the YMCA has free wifi and daycare for members
3. Matej B I have several questions. This seems to have escalated very quickly. Why a tablet and not a laptop? Apple vs Google does their need to be an RFP? Have you asked students? How does expenditure limitations impact this?
  - a. We have some work to do. We are still looking at the financing options for this. This may be a program fee for students. Some places use this as a tech fee?
  - b. MB Who decided it would be Apple? Have we asked the faculty and students?
  - c. JC we are going to be doing those surveys soon. Can we support that many Androids to scale...?
4. Ken Scott So not free but we are charging the students
  - a. JC correct
  - b. JM not sure how faculty will get it Apple Academy who can train faculty there are some resources
  - c. KS would students be able to opt out of the fee?
  - d. Yes we are looking at that.
5. Sean M. Looking at maybe some greater flexibility in those products as there are some industry that do not use Apple products and we must make sure that ADR is a part of that conversation. ASU got into trouble because they decided on one platform but blind students could not access on that platform. Technology is essential but we need a broader strategy.
  - a. JC Apple wins in terms of accessibility
  - b. SM I want to make sure that we look at what research has been done in rolling out these kinds of programs.

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6. Arlo - Suggest Teaching Through Tablets as the name. Q what about maintenance or insurance?
  - a. The cost of the device would include appcare which is comp wraparound support covering breakage and tech support.
7. Kimlisa- We had the apple presentation in Fall and we specifically asked if we were going in this direction and we were told we weren't and now I'm wondering when this started and I'm wondering if you have thought through security and infrastructure? The open wifi creates security concerns. A lot of students already have devices. 5 years ago our survey showed many students had the devices already. I feel surprised...
  - a. JC- This started before that info sessions started. So we have not committed to this. IT will need to do a comprehensive analysis of each campus and the gaps and a plan to address those gaps.
- e. TLC (10 minutes) - Josie Milliken (on behalf of Mays Imad)
  - i. Go do some things
  - ii. [Spring 2020 TLC Events](#)
  - iii. [February 8 Presentation](#)
  - iv. We need people to be a part of the advisory group for the TLC Please ask if people want to be apart of that and then contact Mays Imad.
- f. President's Report (15 minutes) - Josie Milliken
  - i. Academic Leadership Handbook: Request for Input by 02/17/2020
    1. [Academic Leadership Handbook](#)      [Feedback Form](#)
    2. Revisions are not major but please fill out the feedback form and there have been no changes to allocation of release time, which we anticipate that this will be prior to the call for new leadership positions
  - ii. Academic Freedom Board Policy : Request for Input by 2/28/2020
    1. [Draft](#)      [Feedback Form](#)
    2. Ken Scott will be presenting this to us in March
  - iii. Testing Center Concerns & Update
    1. There were very long lines at the end of last semester and some students were turned away during finals week due to an increase and overload. Several options to address including staggering deadlines for online classes, opening on weekends and have all centers at all campuses open on last day of the semester and virtual options. Email Josie for full list
      - a. Nancy H. The lines were horrendous with only 2-3 people in there. Can we put out a statement that says we support the idea of more human resources in there? Vote on a statement for increased human resources. Motions put forth and withdrawn
      - b. Tanya P Part of the challenge is that space can only hold so many folks. Might need bigger testing space. Physical logistics are also a problem.
  - iv. FSO/Admin Meeting Highlights
    1. Instructional Models

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- a. In reference to a comment the chancellor made moving towards a 3 different kind of instructors model.
2. Guided Pathways
  - a. Provost has an update. Course offerings will shrink and Julain Easter will be here in March to talk more about this.
3. Compensation/[Tuition](#)
  - a. Relates to discussion we had in Dec/ Jan Tuition was recently raised recently and PCC is already one of the more expensive CC's in AZ. It takes 2\$ of increase tuition to increase salaries by 1%. The feedback that JM and officers got but will share that feedback after discussion
  - b. Discussion:: Joe B all my constituents said they would support but not ask for tuition increases
  - c. Ken Scott. We discussed who would get the raises as faculty. We still need a stable and ongoing system for raises. What kind of mechanism will be put in place. Faculty were disappointed that it was advertised that the tuition would be used for faculty salaries. It makes us look like bad guys.
  - d. Sovak perhaps the BOG or the Admin can earmark 5% or so of tax money to raise salary for all employees when expenditure limitations allow for it as an act of good faith
  - e. Kimlisa- It is not our purvey to endorse or negotiate salary. Would staff council also support? I feel like this is a rabbit hole we should avoid. It is the BOG responsibility to do the budget.
  - f. Corey - Surveyed the sciences division (over 25 faculty). People were in need of pay increases. There seems to be a disconnect between asking faculty to adopt OER for free and then giving all employees the money that comes from that.
  - g. Josie and Senate workshopped the following statement "The Faculty Senate supports compensation increases for College Employees. It is not within the purview of Faculty Senate to support tuition increases for the purpose of raising salaries; however, the Faculty Senate has the expectation that the BOG will make the most appropriate decisions."
  - h. Mary Shiboim - Take out the word feels it is not FS purvey to determine tuition and salary.
  - i. Dolores- Context monthly meeting and agenda items. The Chancellor wanted a dialogue on this issue.
  - j. JM said that faculty compensation does impact instruction when faculty need to take on second jobs

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- k. Sarah Jansen- Why aren't adjunct faculty reasons apart of this conversation?
  - l. Hernan- Faculty includes full and part time faculty
  - m. Ken Scott made the point that faculty ought to compare like work to like work when making comparisons on salary.
  - n. Joe B. Where would this message go?
    - i. Brooke would be asked to report this to the BOG based on Chancellor
  - o. Sean Mendoza - Wordsmiths
  - p. Jim Craig- The governing board and chairman Clinco requested that each of the employee groups say something about the budget.
  - q. Margarita- question on wordsmithing.
  - r. Joe B. More wordsmithing See the video if you want details
  - s. Ken Scott Motion to support the statement 2nd Hernan 32 for no opposed 2 abstentions. Motion Carries
4. There was a 2nd statement.
- a. Kimlisa Wordsmithing
  - b. Joe Asking the BOG to reimplement the Step plan is too specific and was unlikely to work anyway. But to have our representative discuss the period of no steps but to advocate for continued COLAs in the interim
  - c. Nancy- The lack of step progression is effecting instruction because we are losing faculty and having a hard attracting good faculty
  - d. Kimlisa- We need statistics and #s to support this. And it seems counterintuitive to support this statement after the previous.
5. HB2238? AZ bill is a proposal to have a public policy institute at each university and make sure that each side of a debate is represented with specificity

#### 4. Reports (30 minutes)

- a. BOG Report (10 minutes) - Josie Milliken on behalf of Brooke Anderson  
Link to February BOG Meeting: [BOG Meeting, 2/05/20](#)
  - i. Information on compensation was requested and will be presented at march
  - ii. March is important BOG meeting
  - iii. Board extended chancellor's contract and increased his car allowance to \$2000 a month.
  - iv. In response to instructional models changing chancellor said the current model is outdated
  - v. What about student success and retention?

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- vi. Faculty needs to show chancellor information on how the current model is failing students and faculty
- vii. Bellweather award was presented let brooke know who was involved in this award also please not other accomplishments
- viii. The next board meeting is 3/11 at 5:30 and the report is due before that.
  - 1. Anthony Sovak suggested there are other options like asking the board set aside money for future increases WHEN we are able to spend more as a good faith gesture.
  - 2. Joe B we ought to be a part of that conversation from the onset.
  - 3. JM there is a committee exploring those options.
- b. [Provost's Report](#) (10 minutes) - Provost and Executive Vice Chancellor Dolores Durán-Cerda, Ph.D.
  - i. I have taken note of the concerns. We are truly thankful to the faculty both math and writing
  - ii. 20% increase in comp classes
  - iii. 90% increases in student's earning credit in gateway
  - iv. Deved redesign Nancy Ham. was a part of that and she is awesome (applause)
  - v. Instructional model changing is only conversational and faculty will play a major part in the conversations and in benchmarking and in planning future models. What advice would you give students? You need to be adaptable and flexible. The gardner report.
  - vi. Pathways is a standing item in executive meetings with FSO We will be looking very closely at student data... what classes are they taking?
  - vii. 2/24 a board study session on guided pathways please come.
  - viii. Faculty pizza night with the chancellor.
  - ix. Faculty resource centers are now under the purvey of Kate Schmidt
  - x. David Dore Elaborate on Jim Craigs presentation
    - 1. When we had the visit it was to begin a conversation about mobile learning with faculty and with student affairs staff and administration on how to better support student with mobile tech and the 3rd was to begin conversations with student leadership. There were some deeper dive conversations with some excited faculty and that is where we are coming from. Dolores is working with the faculty on that but David is now trying to focus the systems to provide better service,.
  - xi. Joe B- The decision to look at data, how are you looking at the data? Could there be many reasons why students took the class?
    - 1. Dolores Our end goal is that students finish on time.
  - xii. Denise r - Semester pathways are still not on the website it is very difficult for students to find that information please make them accessible.
    - 1. Dolores lots of technology

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- c. PCCEA Report (10 minutes) - Matej Boguszak
  - i. Aubrey has highlighted the changes to the AERC and PCCEA supports those changes.
  - ii. List of the faculty whose contracts have been received by the board so PCCEA will double check for accuracy and be able to follow up on RIF process
  - iii. Faculty workload policy has been posted
  - iv. Compensation- That chancellor's argument that linking tuition raises to employee raises is misconceived or deceitful. Raising the tuition is not the only way to increase salary.
    - 1. Lobbying is one way and should be the #1 way that we advocate change
    - 2. Enrollment is another way to increase enrollment. We haven't done enough stuff fast enough to make sure that we are increased enrollment. There is still work to be done there.
    - 3. Expenditure side of the budget shouldn't be overlooked
    - 4. Need another 3-5 year plan
    - 5. Why do we still have a district office are we planning to close another campus? It pains me to say but shouldn't we be planning on this?
    - 6. Is there really no more waste and bloat? It is really difficult because we have been at this for a few years and next year we have will continue to reduce faculty numbers next year as well.
    - 7. It is not the faculty's role to recommend specific ways to raise funds but it is not unreasonable to expect the administration to come up with a plan for that.
      - a. Joe B - I wonder if the new class and comp study will include new jobs for faculty (new instructional model) and not just what existing employees should be paid.
- d. 404pm Ken scott motion to adjourn Hernan 2nds we go home

**5. Open Forum** (if requested)

**6. Executive Session** (if requested)