**Porterville College Academic Senate APPROVED**

**Minutes: September 9, 2022**

I. Robert Simpkins called the meeting to order at 8:03.

II. Roll Call:

Voting Members:

Executive Committee: Robert Simpkins, President; Sarah Rector (Fine and Applied Arts), Vice President; Matthew Flummer (Social Science), Secretary-Treasurer

Representatives: Rickelle Syrdahl (Natural Sciences), Dave Kavern (Kinesiology), Elizabeth Buchanan (Language Arts), Lupe Guillen (Health Careers), Jim Carson (CTE), Katherine Figeroa (Proxy for Student Services), Leslie Pelon (Adjunct Representative), Miguel Ruelas (Math)

Non-Voting Members: Joy Lawrence (CCA), Melissa Long (Outcomes), Dustin Acres (Curriculum)

Guests: Ricardo Marmolejo

III. The agenda was approved \*(M-S-P, Dave Kavern, Rickelle Syrdahl).

IV. The minutes from May 13 were approved \*(M-S-P, Jim Carson, Leslie Pelon).

V. Discussion/Action Items:

1. Student Equity Plan – The plan must be submitted to the Chancellor by November 30. A draft of the plan should be finished in time to be reviewed by College Council by September 19, then on October 28 it will be discussed in the Senate. Then it will be discussed in College Council and Senate again. This plan will review the last plan to see what worked and what didn’t. This time the plan will look at five different metrics such as successful enrolment and completion of transfer level Math and English. The goal will be to find out if there are any barriers to any demographic group’s completion of their degree. Then we’ll see if there are any necessary changes that we need to make. Finally, the plan will find out if faculty and staff need any kinds of support to make this happen.
2. Meeting Room Change – It is getting a little crowded in L405. So, we’re looking for another room that will allow us to all sit around a table facing each other.
3. ASCCC OER Liaison – Last year Ben Makino was the Adjunct Representative, now he is the OER Liaison. Should we make his role official as an advisory/non-voting member of the Senate?
	1. Motion to make the ASCCC OER Liaison an official advisory/non-voting member of the Senate. \*(M-S-P, Leslie Pelon, Elizabeth Buchanan)
4. Parking Passes – As of now, no adjuncts get staff parking passes. No one is checking student parking passes, but they are checking staff parking. So, as of now, adjuncts can’t park in staff parking spaces. This doesn’t send a good message to adjunct instructors.
5. Faculty Email Response Time – BC passed a resolution that suggests that all faculty to respond to student emails within 72 hrs. There have been complaints from students at PC that faculty don’t respond in a timely manner. Robert Simpkins volunteered to look into the BC policy and to see if CC has a similar policy.
6. EEO Advisory Board Faculty Appointments – The Senate President at BC has proposed that there three faculty (One adjunct) on the EEO Advisory Board. This seems to be too much for a small college like PC. Robert Simpkins suggested that instead we have two faculty representatives. The Board currently doesn’t have any faculty. We need more information.
7. Emeritus Faculty Nomination Form & Process Revisions – This might be a good subject for a work group. We should all discuss this more with our divisions. Robert Simpkins will put out a call for participation in a workgroup.
8. New Faculty Position Searches Form & Timeline – Robert Simpkins put out a form that has not been finalized. Senate Representatives should discuss the form with divisions to see if anything needs to be amended before we do the position requests. Reps should be prepared to discuss this at the next meeting.
9. Faculty Professional Development – PC does our Flex in three days, but it doesn’t have to be that way. The goal is to free up faculty to have more flexibility with professional development both on and off campus; and to ensure that administration was engaging in collegial consultation with the faculty. Regan Dozier requested that the Senate have a discussion and a recommendation on the continuing of the Quick Tips program that is funded with Title V money. Senators should discuss this with our divisions and it will be an agenda item in the future. If Title V is running out of money, can the money come from somewhere else? As of now, Quick Tips is the only thing that could possibly count towards flexible flex.
	1. Motion to approve Quick Tips moving forward and in the future discuss how to institutionalize the funding. \*(M-S-P, Jim Carson, Elizabeth Buchanan) (Rickelle Syrdahl abstained)
	2. In the future, we need to revise the language in the Faculty Professional Development document.
10. New Faculty Orientation
11. Building Access Policy
12. Senate Calendar

VI. Reports

1. Senate President – Robert Simpkins met with Dr. Habib on Monday and will meet with her monthly in the future. Next Monday and Tuesday will be acting as the official spokesperson for the Senate because Robert will be absent. Yesterday, Robert was informed about a special award dinner at BC to honor Nick Strobel as the first recipient for the Jack Hernandez Phronesis award – Thursday September 29th at 5pm. Eight faculty will be invited. At the Board of Trustees meeting BC proposed a Research Laboratory Bachelor’s degree.
2. Curriculum – We are currently without an articulation officer after two failed attempts. This is a big deal because we could lose transferability for some courses.
3. Distance Education – No Report
4. Outcomes – Make sure that all divisions have a representative on the Outcomes committee.
5. OER/ZTC – Ben gave a talk at Flex-day and we’re working with Roger on how to market this to students.
6. CTE – New Faculty members, trying to survive with limited full-time people
7. Fine and Applied Arts – 11 possibly 12 brand new music majors. Staffing is an issue.
8. Health Careers – No Report
9. Kinesiology – New Women’s soccer program had a their first match at BC. The first home game is scheduled for October. The numbers on all the teams are up this year.
10. Language Arts – Enrollments have improved, late start classes were added, Puente program started this week.
11. Mathematics – Puente specific math course will be offered in the Spring. There will be a STEM trip in the spring.
12. Natural Sciences - No Report
13. Social Sciences – No Report
14. Student Services – No Report
15. CCA – Off schedule check will be sent via snail mail.
16. Guided Pathways – The main thing that we’re trying to do this year is to have a plan for Pillar IV – ensure learning. This is the most complicated and critical pillar. So, it is tricky but also important.
17. PC Foundation – Met this morning. Great ideas for increasing revenue to fund scholarships. The Smart Labs will be going away because we’ve had trouble finding a person who can drive the truck. They are working on getting alumni donors too.

VII. Adjourn: 9:43

Respectfully Submitted,

Matthew Flummer, Secretary-Treasurer

*\*In consideration of the Brown Act, Items considered to be part of routine procedural business or that incur a unanimous vote have been determined to not require delineation of votes.*