

Faculty Senate Meeting Minutes
November 4, 2022
1:00 - 3:00 PM

1. Introductions (1 minute)

- a. Welcome and introductions - Rita Lennon
 - i. Introductions were done in chat

2. Requests for Agenda Modifications and Executive Session (1 minute)

- a. No request for agenda modifications or executive session.

3. Requests for Open Forum or Short Announcements (7 minutes)

- a. Xavier Segura shared a short announcement recognizing Pima Student Life and sponsoring the Alumni Talk event, their phenomenal work accomplished.
- b. Moment of silence for the unfortunate loss of a student in health professions, who was just beginning their Medical Assistant program with PCC.

4. Approval of October Minutes

- a. To be reviewed Monday, Nov 7, 2022 by end of day for approval, via email.

5. Committee Reports (5-7 minutes)

- a. [Provost's Report](#)
 - i. Please reference the report attached above.
 - Native American Heritage Month - Currently working with tribal leaders and internal folks at the college to create an official land acknowledgement for PCC.
 - Chancellor's Goals were officially approved at the last Board Meeting.
 - Future meetings, The Provost would like to share the Chancellor's Goals and the Provost's Goals and how to work with the Faculty Senate in accomplishing them.
 1. Overseeing Gen. Ed's Redesign
 2. AGEC Reimagining
 3. Increasing Transfer Rates
 4. Emphasizing ABC Rates (DFW Rates)
 5. Expanding Dual Enrollment
 6. Instilling a Digital Literacy Fluency Task Force
 - Academic faculty hiring update
 - Full report will be available Nov. 17, 2022. At two meetings:
 1. Faculty Senate and Administrators
 2. Faculty Groups
 - Currently finishing from last year's approved hires. ASL is currently posted. 5 cycle hires to be in place by Spring. This coming Spring, 2023 as follows and also with the desire for recruitment in the Fall.
 1. Dental Hygiene
 2. Aviation
 3. Nursing (2)
 4. Librarian

- Solicited proposals from all of the divisions and will be finalizing the direction within the next few weeks.
 - The Provost has been meeting with the Deans and the divisions have brought forward proposals for hiring for Fall of 2023. Overall, there have been 31 regular position requests and 4 provisional requests, totaling 35 positions. Currently for vacancies there are 32 vacant, or filled provisional positions and 7 newly proposed positions.
- Hiring Decision Process
 - In addition to looking at the vacancies, the need for growth is also taken into consideration. Divisions that are lacking because of retirements or resignations. Moving forward and ensuring that these positions are fulfilled, along with the Chancellor's goals, strategic plan, enrollment numbers, projected enrollment and overall area growth.
- ii. Introduction of Vanessa Arellano, newest addition to the Provost Office, as Director of Provost Initiatives and assistant to the Provost.
- iii. Progressing well with the HLC Assurance Argument
 - Wendy Weeks has formed criterion leads and groups, where they have identified gaps.
 - In the process of recruiting 2-3 writers for the HLC Assurance Argument. A call for writers update will be sent out to Pima-All.
 - Resurrecting the HLC Project Management Team. Made up of those within the Provost Office. Conducting logistical pieces such as community forums or town halls within the community and external members to give progress reports on various criteria.
- b. [President Report](#)
 - i. Please reference the report attached. Report is a reflection of work that has been done for the month.
 - Quick reference on the recommendation from Faculty officers, in providing a “report card” about what is being worked on for the month, along with the status of the different action plans.
 - ii. Brief statement on the process of the strategic plan and this is for the key focus for the 2023 academic year. One single line in the strategic plan that says that we will move to a one year schedule, also part of aligning with our guided pathway. This will affect our programs, this is a fairly early discussion and it is important to have a faculty perspective.
 - iii. Brief announcement by Kate Schmidt, Ad Astra piloting with all the department heads to use Astra to do the logistics of scheduling. The goal is to eliminate the master schedule form.
- c. [Vice President Report](#)
 - i. [Call for faculty interested in joining the Reproductive Health & Bodily Autonomy Faculty Senate Subcommittee Form.](#)

- ii. Faculty Senate Sponsored Study Session on Faculty Workload: Nov 18, 2022, 1pm -3pm; Please complete this [Feedback Form](#).
- iii. Charter Revision Committee call for feedback; Please leave your FS Charter Revision recommendations on this copy of our [charter](#).
- d. [Governing Board Report](#)
 - i. Shared - Last Governing Board meeting, Denise Reilly shared her role as a communicator and the role of Faculty Senate, really focusing on communication in general with study sessions. Mentioning the endorse statements, both Roe Vs. Wade and the AERC Faculty Letter. These are the main components shared at the meeting.
 - ii. Noticed - In the board dynamics there's still a level of uncertainty and how involved board members want to be, how much detail they want to know, in terms of College matters.
 - iii. Faculty notable accomplishments section will be moved to the Provost Report and continue to include the TLC Report in the Governing Board Report. .
- e. [PCCEA Report](#)
 - i. Please reference the report attached.
- d. [Adjunct Report](#)
 - a. The key takeaways:
 - Safety & Security (Dr. CLEO) with Lieutenant Ricardo Gutierrez
 - Adjunct Faculty Survey to help inform policies in development (Take the survey by Wednesday, 11/9/22, 12pm)
 - How employees can check their transcripts in MyCareerCenter to fulfill training requirements
 - If you have any questions or would like to provide any feedback, please contact Sean Mendoza

6. Business (10 minutes)

- a. Climate Implementation Plan & CASP Curriculum Team Interest
 - i. Committee [Sign-Up Form](#)
 - ii. PCC had to provide an update on the College's new climate action sustainability plan.
 - iii. PCC has created a position, Director of the Sustainability Office of which Phil Berry has been recruited and appointed.
 - We use the widely accepted AASHE definition of sustainably.
 - Climate change is altering the world and reality our students will experience.
 - Their education should equip them to understand, adapt and be resilient
 - Integrating an understanding of climate change into the curriculum is our unique opportunity to create a positive impact.
 - We have the power to convene the community on climate and water issues
 - Reducing our footprint demonstrates that we live what we teach.
 - Email Pberry1@pima.edu for further information/questions.

- b. Denise Reilly short discussion on “Committee Work”.
 - i. Committee work is the solution at PCC for every problem formed. Creating a neutralized perception on committee work. Faculty need transparency, communication and accountability.
 - Too many committees and not enough outcomes.
 - Identifying the differences between a committee, task force and subcommittee.
 - The levels of different work within the committees.
 - Faculty guidebook states that all faculty are to participate in a college-wide committee.
 - Faculty counting DFC as qualification for serving on a committee.
 - ii. All this was discussed at the meeting with Faculty Senator Officers (Oct. 18). Below are some points brought up within this meeting.
 - Leading to a repository for these meetings and this committee work. Nic Richmond has been tasked with that. Nic Richmond and team are working on outcomes and goals for some of the bigger committees of the College.
 - Access - Can there be a Google form or consolidated access to keep track (uniformity).
 - Communication
 - Accountability
 - Equitable processes and equitable practices
 - iii. Previously there was an annual process for faculty to express interest in big college standing committees. Perhaps returning back to some sort of alert/registration to regulate committee service.
- c. [AP 3.26.01](#) & [2.01.02](#) Discussion
 - i. Please reference the attached administrative procedure document for further in depth information.
 - Presentation to make all aware of the policy and also updating the policy.
 - Ken Hosto, Director of Access and Disability resources (ADR) and Angela Hughes share information about college administrative procedures and how important the information pertaining to course materials and the accessibility of those materials for all college units users.
 1. AP 2.01.2 - The college establishes expectations around the accessibility of electronic information
 2. AP 3.26.01 - . In which the college examines course materials, the selection and implementation of those course materials.
 - ii. Study session to be coordinated with Faculty Senate Officers and ADR, discuss the incorporation in curriculum step when making new updates to courses, or for new course development to have the consideration for ADR.
 - Rita Lennon to be in touch with Ken Hosto to coordinate a study session in the beginning of Spring.

- d. Office of Dispute Resolution Intro & Discussion (**Not present, tabled**)
 - i. [Questions/Feedback for ODR](#)
 - ii. Proposing changes to the complaint procedure, currently found [HERE](#).
 - [2022 Focused Visit](#)
- e. Student Success Update (DFW)
 - i. Outcome is to narrow down the action steps and select 3 to focus on.
 - Vote on [Faculty Senate Survey](#) - Action Steps to Student Success
 - Upon voting please, if possible leave a response in reasoning of support for that specific action item.
 - Next step would be to integrate those selected, please share feedback.

Adjournment (1 minute)

- a. Motion: Moved by Karla Lombana and seconded by Tal Sutton. Meeting adjourned.

Minutes submitted by: Ariana Laguna