

**Pierce College  
Academic Senate  
Minutes of November 22, 2004  
College Services Conference Room**

Members Present: B. Adajian, D. Ahrens, J. Binsley, P. Brown, M. Cornner, G. Eisenbart, G. Gilbertson, M. Gonzalez, I. Goodman, B. Hart, G. Hobbs, K. Holland, L. Horn, L. Koller, D. Levine, B. Logan, B. Martinez, R. O'Neill, C. Pandey, T. Rosdahl, J. Rosenberg, D. Schutzer, P. Stein, L. Thouin, M. Weiser, D. Wittman

Guests Present: C. Rooney, E. McCormick, S. Trivedi.

The meeting was **called to order** at 2:15 pm by Barrie Logan. The **agenda** was adopted by consensus with the following amendment: PCC report will be moved to 9.2. The **minutes** of November 8, 2004 were approved with by consensus.

**Treasurer's Report**—David Schutzer – No Report

**College Administration Report**—Tom Oliver

- The Women's Basketball team won its division and is in the playoffs; the first playoff game will be Tuesday, November 23 here at Pierce.
- Town Hall Meetings have been scheduled for December 14 1:30 to 2:30 PM and 5:30 to 6:30 pm in the Campus Center. This is to give the campus community as update on projects such as: Campus-wide Improvements, Equestrian Center, Horticulture Area, Viticulture Plan, New Buildings (Center for the Sciences, Technology Building, Student Services, Art Gallery), Utilities and Central Plant, Water Reclamation Project, Campus Food Services, The Village, The Foundation for Pierce College (new Board), Development/Partnership Program ( Ag Education Center, Science/Entertainment Partnership Facility, Cell Towers)
- 2 weeks ago there was an enrollment report that showed we were down 9.2% in the Fall Semester. This, however, turned out to be an error; our high school student enrollment hadn't been counted. We are only down 3%, which is what we had expected. The loss will be made up in the spring.

**ASO Blood Drive** -- Sabrina Petrescu announced that there will be a blood drive on December 1 and 2. Blood donors will be invited to a free barbeque sponsored by ASO; they will also receive a Coldstone ice cream coupon and a coupon for a free pizooki at BJ's. There is a competition for those who can get the most donors to sign up; the prize is a gift basket from Blockbuster. Posters and signup sheets were distributed to those who would take them to the classrooms.

**Articulation Officer/Transfer Center Director**—Elizabeth McCormick—No Report

**Audit Policy and Withdrawal**—Shelley Gerstl discussed a loophole which students have discovered in the audit policy.

The computer program has allowed students to convert from credit status to audit status after the drop deadline. By doing this the computer erases the previous registration and fees. The student does not have a W on his record.

Shelley asked if we can set a policy to establish a deadline to apply to audit a class.

Gail Hobbs moved to establish the audit deadline on the same day as the add deadline. Discussion followed. Audits will not be accepted after the last date to add. Call for the question. MSP

**Old Business**

## **Promoting Academic Integrity: A Discussion— (See attachments and handouts)**

Special Guest—Joy McCaslin discussed her role in Academic Integrity

- Being proactive is the best thing. See the handout from the University of California Davis (UCD) “Tips to Prevent Cheating”: Make the consequences very clear; confront cheaters; let the students know that it offends you. The teacher’s attitude is very influential on young students; it will make an impression and an impact.
- The district student services administrators are forming a joint task force with the district senate. One of their ideas is to institute a mandatory training for students reported as cheaters.
- The student discipline process begins with notification from teacher. The teacher can dismiss the student from up to 2 class meetings. (The absence must be considered an excused absence.)
- The Vice President of Student Services keeps a list of students who are reported by faculty. If they are reported a second time, she has a process of discipline that include: Warning, Reprimand, Restitution, Disciplinary Probation, Removal by Instructor, Immediate Suspension, Suspension, Suspension Subject to reconsideration, Suspension of financial aid, Expulsion. She stated that repeat cheaters are very rare.
- Legal counsel has ruled that it can’t be put on academic record. Disciplinary files are kept for progressive disciplinary action. Information about discipline can only be sent to an academic institution with the consent of the student.
- Joy takes a hard line on students who have a stand-in for class credit or exams. These students will be expelled; expulsion disallows enrollment from the district.
- The Math dept has decided on a zero policy for cheating; they will be reporting every infraction to the VP on the Academic Dishonesty form.
- Campus police can be called in the event of disruption or if the teacher feels unsafe.
- UC Davis posts examples of offenses and punishments.

## **Pierce College Council—Pam Brown Report on November 19 Meeting**

- Due to sharply rising construction costs and local construction demand pressures, our Prop. A/AA modernization & new construction Projects are (again) over budget. Our Bond allocation is limited to \$272 million. We need to cut another \$15-20 million from our project budgets, minimum, to close the new gap caused by higher material costs, “the LA Factor,” & additional contingency (budget reserve) needs. In Pam’s view we may also still need another \$3 to 4 million, minimum for the FF & E (Furniture, Fixtures & Equipment) needs of our new buildings.
- These urgent matters were discussed at length at the Nov. 19 meeting. The issue will be addressed again at the Dec. 10<sup>th</sup> Pierce College Council meeting. Whether any “action items” (reallocation proposals) will be placed on the Agenda is unknown at this time but it is possible. Please make comments and give advice to the PCC representatives about these proposals at the next Senate meeting (December 6).
- The hiring schedule plan was proposed and adopted by the PCC. [See details in report below.] These will be retirement replacements.

## **Senate Elections Committee—Jill Binsley, Jennifer Rosenberg, Darlene Wittman**

The election results have been posted; the incumbents for president, secretary and treasurer have been reelected. The new at-large Senators are Beth Benne, Mary Chavarria, and Gail Hobbs.

## **Standing Committee Reports**

### **Academic Policy—Izzy Goodman**

There were three motions at PCC that approved a plan for hiring:

- Fall 2005 – At the end of Fall 2004 the Faculty Position Priority Committee (FPPC) will submit a short priority list to the Senate that is equal to the number of retirements finalized at the end of this semester (Fall 2004). The hiring process will take place in Spring 2005 and the new faculty members will start in Fall 2005.
- Spring 2006 – At the end of Spring 2005 the FPPC will submit a short priority list to the Senate that is equal to the number of retirements finalized at the end of this semester (Spring 2005). The hiring process will take place in Fall 2005 and the new faculty members will start in Spring 2006.
- Fall 2006—The number of hires will be determined by growth money. The process (including the FPPC prioritizations) will begin in Fall 2005 and new faculty members start in Fall 2006.

**Curriculum**—Lyn Koller -- No report

**Professional Development**—Cheryl Cohen The committee met last Thursday; they propose that our State Academic Senate Hayward Award Nominee be James Rikel. The Senate approved the nominee. MSP

**Professional Ethics**—Betty Odello Approval of Committee Members 1/05–12/06

The following committee members are willing to serve again:

Stuart Fox, Charles Sheldon, Phil Stein, Daryl Sutton, Sheila Williams

There was a discussion of ethics committee recruitment procedure.

The members were approved unanimously. MSP

**Technology Management Committee**—Jill Binsley, Gail Hobbs

A meeting has not been needed.

**Adjournment** was at 3:25.

Respectfully submitted,

Diane Levine

Secretary

To: Academic Senate

Date: 11/22/04

Report on Pierce College Council meeting of 11/19/04

1. Due to sharply rising construction costs and local construction demand pressures, our **Prop. A/AA modernization & new construction Projects** are (again) over budget. Our Bond allocation is limited to \$292 million. We need to cut another \$15-20 million from our project budgets, minimum, to close the new gap caused by higher material costs, "the LA Factor," & additional contingency (budget reserve) needs. We also still need another \$3 to 4 million, minimum for the FF & E (Furniture, Fixtures & Equipment) needs of our new buildings.

These urgent matters were discussed at length at the Nov. 19 meeting. The issue will be addressed again at the Dec. 10th Pierce College Council meeting. Whether any "action items" (reallocation proposals) will be placed on the Agenda is unknown at this time but it is possible.

Attached is a list of options being discussed for closing the construction deficit. Some Bond Projects are being evaluated for possible defunding or budget reduction. Shown next to each Bond Project below (in parenthesis) is the current budgeted amount.

Due to the short windows made available for information dissemination, discussion and formation of recommendations by PCC, Academic Senators are advised to bring the list of reallocation "options" back to their respective departments and discuss these options before our next Senate meeting. If your department has specific comments regarding this "list" or has alternative solutions which might be added to the list, those ideas should be brought to our next Academic Senate meeting Dec. 6th for discussion prior to our PCC meeting Dec. 10th. This process will allow your Senate reps to PCC to more accurately reflect Academic Senate preferences and opinions on this important issue.

If you would like more information on the solutions and options listed below, please bring those requests to the Dec. 6th Senate meeting, and we will bring them to the PCC, Dec. 10th 2004.

The Dec. 10th PCC meeting will begin at 1 PM or 1:30 PM, location -TBA (please call Dr. James Rikel, Chair of PCC to obtain room information, or call my office). Because of the importance of this meeting, your departments may want discuss whether a dept. representative should be selected to attend this PCC meeting to better understand the construction shortfall situation and provide further feedback to the Council.

The language of Props A & AA is attached for your department's reference, as you review the reallocation options. Thank you!

2. At the Nov. 19th meeting PCC also approved several items related to hiring. First, **3 Motions on full time faculty hiring were approved:**

a) PCC recommends to President Oliver that the college hire the number of FT faculty equal to the number of FT faculty retiring or leaving by end of Fall 2004, to begin their service in Fall 2005; b) PCC recommends to President Oliver that the college hire the number of FT faculty equal to the number of FT faculty retiring or leaving by end of Spring 2005, to begin their service in Spring 2006; c) PCC recommends to President Oliver that the college hire a number of FT faculty that shall be based upon increased growth revenues from the 2004-2005 academic year, to begin their service Fall 2006.

The FPPC (Faculty Position Prioritization Committee) will repeat the prioritization process during Spring 2005 and will be calling for a "second round" of applications from departments. The FPPC's second (Spring 05) priority list will be submitted to Academic Senate by May, 2005.

Four additional hiring recommendations were made: 1) Conversion of the interim Learning Center position to a probationary position; 2) Hire a college Researcher (to replace Colleen Rooney, who will be returning to the Pierce Counseling Dept.), 3) Continue support for a probationary position in Nursing (vacated due to a sudden resignation); 4) Hire an "Administrative Analyst" to assist Larry Kraus with the college's growing enterprise activities.

Respectfully submitted,  
Dr. Pam Brown,  
Academic Senate representative to the Pierce College Council  
ph: 710-2571, email: pamecon@sbcglobal.net

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### Prop A/AA Bond Projects: Reallocation Options

Seven Bond projects could be reduced to zero and budgets rebuilt based on priority determined by the college. After each project, items are given that were mentioned by the facilitators about the impact if these projects did not receive their funding:

#### \_\_\_\_\_ Faculty Offices. (\$1.8 million)

- 1) Restrooms and access will not be ADA compliant. DSA (Dept. of State Architects) may demand that the college become ADA compliant throughout the campus prior to approving any new construction projects.
- 2) Two leaking roofs will continue to leak
- 3) Walls, floors and ceilings will remain in current condition
- 4) Windows will remain inoperative
- 5) New furniture will not be purchased by the bond

#### \_\_\_\_\_ East Equestrian Parking Lot. (\$2.8 million)

- 1) Will the college not be in compliance with the EIR?
- 2) Will college traffic congestion be intolerable?
- 3) Will the neighborhood be negatively impacted?

#### \_\_\_\_\_ Animal Sciences – South Campus. (\$10.77 million)

- 1) The storage buildings will continue to leak
- 2) There will be inadequate animal shelters
- 3) We will be out of compliance with animal care regulations
- 4) We will still have some 75 year old buildings

#### \_\_\_\_\_ Maintenance & Operations. (\$1.79 million)

- 1) We will be out of compliance for the storage of hazardous waste
- 2) We will have the same vehicle fleet
- 3) Tools and machinery will not be updated
- 4) The asphalt in the yards will not be replaced or repaired
- 5) Roof leaks will continue
- 6) Non-hazardous material (paints, pesticides, warehouse etc.) will be inadequately stored
- 7) No update in office equipment or furniture

\_\_\_\_\_ AEEP(Agricultural Education Program) /Farm Market. (\$1 million)

- 1) No seed money to attract partners
- 2) No money to provide underground utilities to site
- 3) Loss of potential enterprise revenue source
- 4) No source of consult fees
- 5) Pizza Farm franchise without partner

\_\_\_\_\_ Water Reclamation. (\$1.97 million)

- 1) DWP is proceeding with \$20 million project to bring reclaimed water to Pierce
- 2) No money to connect college to water source
- 3) Political repercussions (BOT, City, Community)
- 4) Maybe forced to connect in time of drought

\_\_\_\_\_ Student Food Services. (\$1 million)

- 1) No money to provide infrastructure to vendors
- 2) No money to remodel existing cafeteria
- 3) No ability to decentralize food services

Another option is to revisit and “prioritize” the five new buildings, with the possibility of delaying one or more buildings. After each project, numbered items are listed about the impact if these projects did not receive their funding:

\_\_\_\_\_ Center for the Sciences. (\$51.9 million)

- 1) Vet. Tech would stay in agricultural building. Accreditation would be at risk. Remodel funds would need to be provided.
- 2) Nursing would stay in the bungalows. Accreditation would be at risk.
- 3) Chemistry, Physics and Life Sciences would stay put. Remodel budget used for buildings. Limits to growth in those departments.
- 4) Anthropology and Geography would stay in existing buildings.
- 5) Modern Language and Speech would stay in bungalows.
- 6) No increase in Humanities classrooms in Life Science building.

\_\_\_\_\_ Technology Building. (\$29.4 million)

- 1) CAOT stays put. Remodel budget suggested.
- 2) Computer sciences stays put. Remodel budget used.
- 3) Learning Center moves to Campus Center after Students Services is occupied. Remodel budget would be needed.
- 4) Faculty Support stays put or moves to Campus Center
- 5) Info Tech stays put or moves to Campus Center
- 6) Math expands into 1600 building

\_\_\_\_\_ Student Services Building. (\$21.2 million)

- 1) Heath goes where?
- 2) International Students goes where?
- 3) EOPS, Jobs center, Career Center stays in village
- 4) Assessment goes where?
- 5) Counseling stays in Admin.
- 6) VP and staff stay in Admin.
- 7) Financial Aid stays in College Services
- 8) Transfer Center stays in Admin.
- 9) Admissions & Records stays put in Admin.

10) Student Services would be in at least four locations: Admin, College Services, Village and at least one other site.

\_\_\_\_\_ Theater Building/Art Gallery. (\$3.8 million)  
(no list of impacts provided to PCC at time of Nov 19 meeting)

\_\_\_\_\_ Child Development Center. (\$7.8 million)  
(no list of impacts provided to PCC at time of Nov 19 meeting.  
CDC is receiving 50% "matching funds" from State for its completion. These matching funds would be forfeited if the project is cancelled)

Other options/suggestions:

- \_\_\_\_\_ Develop a college bond-wide priority list
- \_\_\_\_\_ Verify the college ADA compliance obligation
- \_\_\_\_\_ Verify restroom improvement needs
- \_\_\_\_\_ Explore design/build program cost savings
- \_\_\_\_\_ Explore any further reduction in scope of all projects

The following three bond programs need additional information before a reduction in budget could be recommended:

\_\_\_\_\_ Traffic Mitigation (\$2,200,000\*) – Swinerton needs to consult with the traffic consultant. Information will be available by Dec. 10, 2004.

\_\_\_\_\_ Campus wide landscape & entrances (\$18,716,923\*) – Budget/scope meeting will occur December 7, 2004. Recommendations by the task force will be available Dec. 10, 2004.

\_\_\_\_\_ Utilities (\$34,291,491\*) (water & sewer pipes etc.) – Validated cost estimate will be delivered the week of November 22-26, 2004.

Proposition A language  
Shall the Los Angeles Community College District increase educational opportunities, raise student achievement and improve health and safety conditions at Los Angeles City College, East Los Angeles College, Los Angeles Harbor College, Los Angeles Mission College, Los Angeles Pierce College, Los Angeles Southwest College, Los Angeles Trade-Technical College, Los Angeles Valley College, and West Los Angeles College,  
replace/repair deteriorating buildings; construct/furnish/equip classrooms, laboratories, libraries and related facilities; repair/upgrade electrical wiring for computer technology, heating, air conditioning and plumbing; complete earthquake retrofitting; improve campus safety, fire security, parking and lighting; and improve/acquire real property to relieve overcrowding by issuing, at interest rates within legal limits, \$1.245 billion in bonds with citizens' oversight for each college and annual independent performance/financial audits, but with no money for administrators' or others' salaries?  
Approved by voters April 10, 2001.

Proposition AA language

To prepare students for jobs and four-year colleges, train nurses, police, firefighters, emergency medical personnel, improve health, safety, security conditions at Pierce College, Valley College, East Los Angeles College, Harbor College, Los Angeles City College, Los Angeles Southwest College, Mission College, West Los Angeles College, Los Angeles Trade Technical College; construct computer technology centers to train students for high-tech jobs; repair deteriorating classrooms, science laboratories, libraries; expand educational centers in underserved communities; upgrade heating, plumbing, wiring, roofs, sewers, energy efficiency, water conservation; improve campus environmental standards, safety, lighting, fire alarms, sprinklers, intercoms, fire doors; and acquire/improve real property and/or build new classrooms to relieve overcrowding, shall the Los Angeles Community College District issue \$980 million dollars in bonds at interest rates within legal limits, require citizens' oversight for each college, annual independent financial audits, with no money for administrators' salaries?

Approved by voters May 20, 2003.

[http://www.propositiona.org/PropInfo/PropA/BallotLanguage\\_PropA.asp](http://www.propositiona.org/PropInfo/PropA/BallotLanguage_PropA.asp)

[http://www.propositiona.org/PropInfo/PropAA/BallotLanguage\\_PropAA.asp](http://www.propositiona.org/PropInfo/PropAA/BallotLanguage_PropAA.asp)

#### Prop A College Facilities Project List

The Facilities Projects List proposed for financing with the proceeds of the District's general obligation bonds includes the following projects to be undertaken at each of the nine colleges within the District: acquire related furnishings and equipment for all modernization, renovation, improvement, and/or new construction project components; install and/or upgrade emergency lighting, fire alarm, and security systems throughout the campus; roadway, walkway, grounds, parking lot, and entrance improvements; signage for safety and public information; modernize and/or construct new restrooms campus-wide; development and implementation of facilities master plans and related requirements such as environmental impact reports and soils testing; demolition of temporary and/or obsolete facilities; the relocation and/or acquisition of temporary facilities during the modernization, renovation, improvement and/or new construction of project components as necessary to maintain educational programs in operation during construction; and acquiring land including but not limited to contiguous parcels, making site improvements thereon and/or constructing additional facilities thereon, for the purpose of expanding instructional programs to meet future educational demands of District students

#### Prop AA College Facilities Project List

The Facilities Projects List proposed for financing with the proceeds of the District's general obligation bonds includes the following projects to be undertaken in order to reduce administrative overhead at the District Office and at each of the nine colleges within the District: acquire related furnishings and equipment for all modernization, renovation, improvement, and/or new construction project components; install and/or upgrade emergency lighting, fire alarm, and security systems throughout the campuses; roadway, walkway, grounds, parking lot, and entrance improvements; transportation and accessibility improvements; energy infrastructure improvements; and environmentally sustainable design and construction; signage for safety and public information; renovate, conform to the Americans with Disabilities Act and/or construct new restrooms campus-wide; environmental impact reports and soils testing; demolition of temporary facilities and/or obsolete facilities; the relocation and/or acquisition of temporary facilities during the construction; renovation; improvement and/or new construction of project components as necessary to maintain educational programs in operation during construction; restructuring existing lease-purchase obligations of the District to lower annual payments from the general fund and maximize amounts available for educational and student services programs; acquiring and leasing land and/or facilities including but not limited to contiguous parcels; making site improvements thereon and/or constructing additional facilities thereon, to provide administrative offices and expand instructional programs to meet future educational demands of District students.

### Prop A Projects List for Pierce College

- Construct New Agriculture / Science / Nursing Building
- Modernization of Following Facilities for New Instructional Purposes: Life Science, Chemistry, Physics
- Fencing
- Construct New Admissions/Counseling/Financial Aid/Student Services Building
- Modernization of Administration Building and Campus Center and Partially Convert to New Student Uses
- Construct New Technology Center
- Modernization of Computer Science, Computer Applications, and Learning Assistance Center
- Facilities for Other Instructional Uses
- Library Modernization
- Construct New Child Development Center
- Modernize Following Facilities: Behavioral Science, Social Science, Mathematics, Business Education, English, Faculty Office, Fine Arts, Music, Theater
- Construct New Maintenance & Operations Facility
- Construct New Student Food Services/Conference Facility
- Construct New Horticulture Building
- Modernize Greenhouses & Animal Science Facilities
- Construct New Water Reclamation Facility
- Restoration of Life Science and Natural Resources Management Outdoor Laboratory
- Modernize and Expand Campus Police Station
- Construct New Exhibition/Events Center
- Physical Education Facilities Renovation & Improvements including: Gymnasiums, Pool, Fields, Courts

### Prop AA Projects list for Pierce College

- Complete the Agriculture/Nursing/Science Building
- Complete the Technology Building
- Complete the Child Development Center
- Complete the library renovation
- Increase parking capacity
- Construct and renovate the: Outdoor agricultural labs, Animal science, Horticulture areas
- Modernize and improve the physical education facilities
- Construct new art education facilities
- Complete the Equestrian Education Facility
- Upgrade the Performing Arts Building and provide a new theater support facility
- Construct new: Agricultural facilities, Outreach facilities, Support facilities
- Provide new improvements to mitigate local traffic congestion
- Complete the library renovation
- Build a connection with the express busway
- Complete the water reclamation project

[http://www.propositiona.org/PropInfo/PropAA/CollegeFacilitiesProjectList\\_PropAA\\_Details.asp?College=Pierce](http://www.propositiona.org/PropInfo/PropAA/CollegeFacilitiesProjectList_PropAA_Details.asp?College=Pierce)

[http://www.propositiona.org/PropInfo/PropA/CollegeFacilitiesProjectList\\_PropA\\_Details.asp?College=Pierce](http://www.propositiona.org/PropInfo/PropA/CollegeFacilitiesProjectList_PropA_Details.asp?College=Pierce)