

PFF Meeting – September 24, 2019

Faculty:

Libby Simas (Comm), Bic Do Van (Math), Lynn Erikson Rhodes (Tutorial), Nikona Mulkovich (Behavioral Sciences), , Amy LaCasse (DRD), Matthew Martin (English), Tony Ruiz (English), Molly Matheson (Library), Hannah Winkler (Math), Steven Kessler (Earth Sciences) Michelle Hughes Marcovics (Anthro), Vince Hamilton (Counseling), John Stover (Sociology), Michael McKeever (via Zoom), Jessica Harris (Library via Zoom), Tara Jacobson (KAD), Allison Baker (History), Kyla Wegman (Counseling) Gabriela Gachet (Counseling Intern)

Guests:

Catherine Williams (Dean), Matt Pearson (management), Janet Stribling (classified), Kim Starke (Dean)

Open Forum & Introductions

- Hannah W: LumaFest –Math will be hosting table with escape rooms, looking for volunteers.
- Matthew M: Member concern—DL.Staff.all usage concerns over how much they’re being used. Is there a way to limit this? Small conversation regarding email behaviors. Don Webb is now in charge of IT things.
- Janet S. – LumaFest needs volunteers and booths. Contact her or Kate Lucas to sign up.
- John S. – Concern with fire drill response times. We need to plan a more comprehensive drill.
- Libby—Announced the birth of Hazel Grace
- Nikona—AFA election results
- Amy L.—Info regarding low cost materials/texts for students—open educational resources. Focusing on quality resources.

Minutes:

Any amendments--- page numbers added.

Reports:

**Senate** — FON has been established by the district—district must hire 21 faculty to meet the FON. Not likely to go above that number. Faculty staffing meeting was last week. District appears to be committed to keeping 11 deans.

Guided pathways—There is a need for volunteers to have more voices in the positions.

There are vacant positions in Student Services (32—hoping to replace 25).

California law requiring a new icon added to the schedule—not just for free but also low cost materials.

Vigorous conversation is happening regarding how to define “low costs”. State needs to clarify this language.

Senate will probably create a new re-org chart. We have more admin than other colleges. 1 admin for every 7 FTF members. Avg is 1 for every 9.

Senate goals for this year: promote, disseminate, and implement the legally defined role of the Senate. Full goals posted to the Senate website.

**AFA** — Negotiations are on-going. Some communications have come out regarding Article 16.

**DRD Accommodations (Guest: Kim Starke)**

Attendance and Assignment Accommodation is an accommodation for students with occasional reasons they will be missing class. Connected to a flair up of the condition—not things they can schedule around the flare up.

- The accommodated agreement can be determined to set a number before fundamentally altering the course.
- It applies to physical and mental health concerns.
- DRD will not disclose the disability.

- If it feels like a student member is talking advantage of the accommodation—reach out to DRD.
- Students disclosing reasoning for missing or contacting will be built into the accommodation letter. Most commonly, students need to give 24-hour notice. There should be an additional form to the AAA letter regarding absence accommodations.
- You can expect an email discussing the possibility of the Attendance and Assignment Adjustment Accommodation. Clarified descriptions. Dialogues. A draft agreement. Further discussion if necessary and further support

### **Management Team Update (Williams)**

Fire alarm – we should be treating all alarms as if they're real. There are people sweeping the rooms, making sure all the rooms are evacuated. There is a system in place. There is an evacuation map—the map will be sent with the minutes. **It's on the final page of these minutes**

- The construction is causing some issues accessing area 2 from the science areas.
- Some students congregated by the 600 building. Regarding getting them away from the campus/the 600 building, it would make more sense to go to the number 4 evacuation area. Many students went to the parking lot by 600, impeding the fire department access.
- A little bit of chaos regarding preparation re radios/vest ware etc.
- Concern regarding a place in Rotary Plaza as an assembly area.
- Concern with the crowd coming down the middle stairwell in Call—does it make sense to go down the glass stairwell by the front.
- The drill went well overall. We will keep practicing.
- Faculty should feel empowered to direct students to the place that feels best in emergencies.
- 602 is the emergency center of campus. Lots of tools and prep being done regularly.

Power shut offs – PGE. Power is not shut off tonight, but chances are it will be tomorrow. Will be in SR, not Petaluma. SR might be impacted by a shut off. No more updates before 6:00am tomorrow. If one campus shuts down, the whole district will shut down. If power is down tomorrow at 6:00am, Petaluma will be closed as well.

- Concern with how faculty will be notified if campus is closed.

Staffing: 26 Hires could change, depending on retirement etc.

- Faculty/Staffing have submitted their requests.

### **Chair Report—**

Retreat was going to have an activity similar to how the chairs/deans did their reorg (lots of post-its with all the positions and recreate the college).

- We decided it was outside of our scope of knowledge/talent/skills
- Panella led the discussion—wanted to look more holistically at the re-org
- This will be a discussion point for our department.
- What is working well for faculty/admin/students
- What are things we would like to change.
- These results will be what we discuss today.

We want to create some statements to be read at AFA/Senate etc, giving our view. A way to provide our voice to the re-org process.

**Action:** no actions at this time

### **Discussion**

#### **1. Reorg**

Read the ideas from the retreat—

NM—considering diff ways to re-org based on other districts. What are the layers in other districts and it would be flatter and way leaner. She then provided a couple examples of other districts—focusing on the ratio of admin to faculty.

- How does this concept translate to what we're doing now. The idea of lean.
- MHM – The only way a very lean structure can work is if we go back to the OG model of what the faculty role is—tasks that the admin have been taking from the faculty over the years. Everyone in group was open to returning to the original idea of shared governance. Similar to the work seeing in Petaluma but not district wide.

If all deans must come from the faculty plan comes to fruition—it would be a temporary position. We want deans to have a history in the classroom.

TJ—As the senate position—grateful we aren't trying to create an org chart. Better to leave it as a list of recommendation. No senior deans. They already have agreed we were management heavy compared to the size and heavy on classified. If we want to shrink management and faculty, how we structure that is the role of the admin—where has faculty purview been taken. Looking at Distance Ed—should that be a student position? (yes from the group)

- Lots of inefficiencies we can streamline.

LS—coming back to the conversation regarding Deans and the rumor of them not being fired.

- CW – There are 16 deans, 5 will retire—then bringing it down to 11. Will the district continue with senior deans, she doesn't know but Student Services has senior deans. Library is interim, health sciences is interim.
- DCCIM—says a number of 11 deans.
- October 8<sup>th</sup> Board Position is to propose buckets of positions—open to feedback.
- JS—concern is the responsibilities associated with the workload of the deans. Some deans have very free schedules, some are incredibly busy. If the re-org will be meaningful, it has to be consistent. Senior dean positions don't make sense. Those who are experts in the work should be doing the work. Being asked to do this work outside of the understanding is a distraction
- DCC docs will be sent to PFFSC

NM—want to be mindful of any limitations or barriers placed – ie, things like saying no one from business can be in the position. Multiple perspectives can be beneficial and useful to this. Need to have an equity of position/charge. We need to bridge the silos.

- VH—agrees, from a student services position, fewer faculty members in student services. Not having faculty deans is common/useful on this side of the campus. Want a broader conversation.
- Questions regarding the workload for each Dean based on the updated org draft sent out.

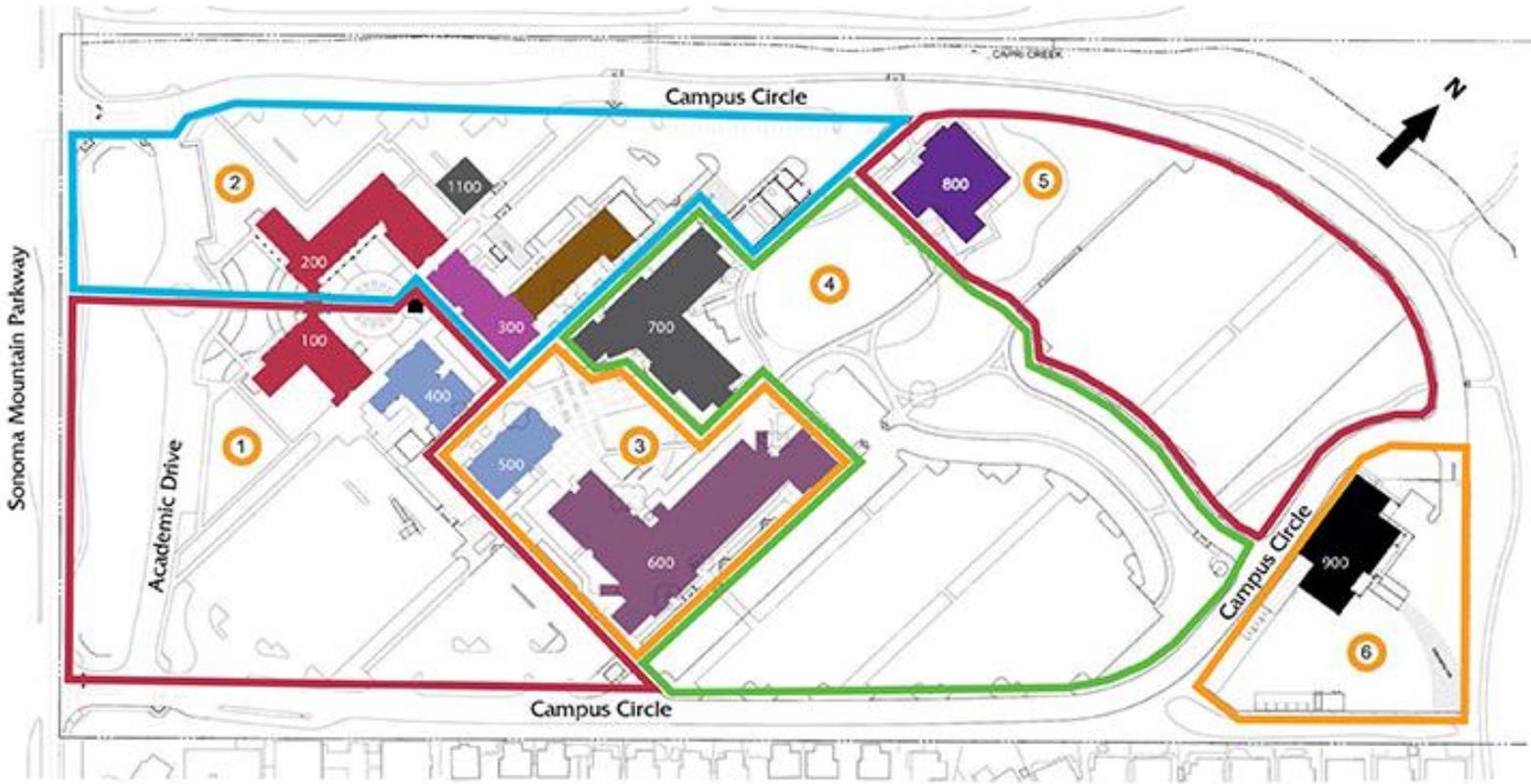
SK—are there ways faculty can step up and take on some of the work? Something like a Petaluma Chair

- Historically there was this position, but reassign time vanished.
- Recommending a Petaluma schedule would be helpful. Losing Shirley will make scheduling a challenge.
- Question for us to consider is looking at the contract that defines a Dept Chair—how that impacts Petaluma –back to transfer track that is working well.
- TJ – each department is pretty specific. She gets reassign time etc. Does it make sense to have a point person? Should there be for each area—which would help the work load.

Giant Post-its will be placed in the lunchroom for people to give ideas on what is working well and what could be fixed with the reorg

END MEETING

PETALUMA CAMPUS



Evacuation Assembly Areas 