I. Call to Order
President Sigrid Sexton called the meeting to order at 1:00 p.m.

II. Roll Call
Members Present: Diane Amelotte, Mohammed Araeipour, Phyllis Arias, Rudy Besikof, Bill Brazda, Bonnie Brinkman, Christopher Chinn, Cathy Crane, Candace Dickerson, Lee Douglas, John Downey, Baruch Elimelech, Shauna Hagemann, Nigel Hancock, Kenna Hillman, Ella Hunter, Rigo Ibarra, Chris Jacobs, Tom Killian, Peter Knapp, Pamela Knights, Matt Lawrence, David Morse, Kris Mudunuri, Adrian Novotny, Kevin Ryan, Winford Sartin, Elsa Saucedo, Natalia Schroeder, Sigrid Sexton, Christiane Woerner, Joan Zuckerman, Lark Zunich

Members Absent: Michael Hubbard, Yolanda Padilla, Vincent Riojas, Wil Shaw, DeWayne Sheaffer, Gregory Slaughter, Dana Van Sinden

III. Approval of Minutes
The minutes from April 3, 2009 were approved.

IV. Approval of Agenda
The agenda was approved with the addition of: IX. New Business J. Course Schedule Budget Reductions Taskforce.

V. Public Comments
No public comments.

VI. Faculty Comments
No faculty comments.

VII. Reports and Announcements
A. President's Report – Sigrid Sexton
   1. Library and Learning Resource Center Ribbon Cutting Ceremony
      A Ribbon Cutting Ceremony was held this morning for the Library and Learning Resource Center. New Academic Senate offices located in the library are now open, including the Senate President, Curriculum Committee Chair, Faculty Professional Development Coordinator, and Student Learning Outcomes Coordinator; and offices for support staff, a conference room, and a work room. The Senate Executive Committee will hold its meetings in the Senate conference room, which is available for reservations.
2. **Fulbright-Hayes Scholarship**
   LBCC in cooperation with El Camino College has been granted a Fulbright-Hays Group Projects Abroad Scholarship for summer 2009. Destinations include Viet Nam, Cambodia, and Laos. Interested faculty may contact Mike MacCallum, Dean of Financial Aid.

3. **Program Discontinuance**
   Machine Tool and Cabinet Making programs are being discontinued. The Senate Executive Committee has monitored the process to ensure that collaboration with faculty is taking place.

4. **Coordinator Positions**
   Two coordinator positions will open: the Faculty Professional Development Coordinator with 40% reassigned time; and the Student Learning Outcomes Coordinator with 60% reassigned time.

5. **Department Head Taskforce**
   A Department Head Taskforce is being developed in collaboration with faculty and administration. The charge and composition will be forwarded to the Senate Executive Committee. The taskforce is expected to be in place by the end of the semester.

6. **ASCCC Plenary Session**
   David Morse reported on the Academic Senate for California Community Colleges (ASCCC) Spring 2009 Plenary Session. Breakouts were conducted on many topics including accreditation, transfer, and the importance of reading proficiency. Several resolutions were passed which will be sent to LBCC and forwarded to interested faculty. The Resolution on Selection Process and Duration for Interim Administrative Positions submitted by LBCC was approved with no amendment and no opposing votes. David Morse was elected a sitting member of the ASCCC Executive Committee for a one-year term.

B. **Assistant President's Report – Shauna Hagemann**
   Nominations for the Academic Senate Executive Committee will be sent early next week. Department Head and Curriculum Committee elections are ongoing.

C. **Secretary/Treasurer's Report – Kevin Ryan**
   Bill Brazda, Natalia Schroeder, Christiane Woerner, and Elsa Saucedo were thanked for providing refreshments at the meeting.

   The Senate has a balance of $1,035.91 in its treasury.

D. **Curriculum Committee Report – Cathy Crane**
   Cathy Crane was appointed co chair of the Program Oversight Group. The group will work on accreditation recommendations including student learning outcomes and program planning and review. At the Curriculum Committee meeting two motions were passed for first reading: 1) Conversion of Distance Learning Courses: Telecourse Format; and 2) Adopt Four Institutional Learning Outcomes for the Entire College. April 30 is the deadline to submit a routine course review to avoid inactivation. Currently fifteen reviews are outstanding.
E. **Faculty Professional Development Report – John Downey**

1. **Events**
   The final event this year for the Faculty Mentoring Program will be held April 30 to thank mentors. FPD will coordinate with Human Resources to honor newly tenured faculty on May 7. Training for the Department Head Academy will be held July 30.

2. **Valedictorian Selection Committee**
   The Valedictorian Selection Committee held student interviews and made a selection on April 23. John Downey thanked committee members Tahir Aziz, Debi Bowens, John Downey, Elizabeth Orr and student representative Isaac Romero.

F. **Equivalency Committee Report – Kristin Hartford**
   Kristin Hartford submitted a written report.

   The Equivalency Committee met on April 20 and took the following actions.

   1. An Equivalency Statement was approved for English.
   2. Equivalency was granted for:
      • 2 applicants in the discipline of Mathematics;
      • 1 applicant in the discipline of Art;
      • 1 applicant in the discipline of English; and
      • 1 applicant in the discipline of Physical Education.

G. **Associate Faculty Report – Ella Hunter/Vincent Riojas**
   No report.

H. **Grants Advisory Committee Report**
   No report.

I. **Shared Governance Planning Committees**

1. **College Planning Committee**
   Sigrid Sexton reported that David Morse and Eva Bagg, Associate Dean of Institutional Effectiveness, presented the Program Plan/Program Review to the College Planning Committee, which was well received from all groups. TracDat was approved to implement the process. The committee also approved the Course Schedule Budget Reductions Taskforce and the Rabbit Management Taskforce, and asked for agreement regarding temperature control of 75 degrees in summer and 70 degrees in winter.

2. **Budget Advisory Committee**
   Winford Sartin reported that budget cuts would be inevitable for the college if certain measures do not pass in the state-wide election on May 19. The Budget Advisory Committee continues to explore ways to reduce spending.

3. **Facilities Advisory Committee**
   No report.

4. **Student Success Committee**
   Shauna Hagemann reported that the Student Success Committee heard a presentation from Kenna Hillman on an Early Alert System. A workgroup will be formed to develop a pilot program.
5. Staff Equity Committee  
No report.

J. Committee on Committee Memberships – Joan Zuckerman  
No report.

K. Registration Task Force – Nigel Hancock  
A message was sent to faculty regarding the April 19 deadline to enter a withdrawal; however, the software was programmed with the wrong date. Registration was reopened to correct the problem. It was noted that some part-time faculty did not receive the message. The downloadable printable spreadsheet will be distributed to all faculty for comment. It is proposed that the spreadsheet be utilized as a roll book. A glitch exists on the grade roster—students with the same last name may not be listed in alphabetical order of first name.

PeopleSoft issues have been reported throughout the state. The ASCCC passed a resolution urging senates to monitor that software does not dictate academic policy.

L. Career and Technical Education Committee  
No report.

VIII. Old Business  
A. Accreditation Update  
Sigrid Sexton reported that work continues in several areas including program identification, student learning outcomes, and Program Planning/Program Review.

Cathy Crane reported that an additional Department Head meeting has been scheduled for April 30. A workshop will be conducted on writing course student learning outcomes. It was suggested that newly elected Department Heads be invited to the meeting.

B. Committee Membership  
The Senate reviewed current committee selection practices. Senators made suggestions to make the selection process more inclusive. It was suggested that inexperienced faculty be allowed to attend meetings in order to gain experience which would apply towards college service. The Senate Executive Committee will continue the discussion.

IX. New Business  
A. Program Plan/Program Review Taskforce Report  
This item was not discussed.

B. Resolution – Student Learning Outcomes  
A motion to accept the Resolution on Student Learning Outcomes was m/s/u (Natalia Schroeder / Mohammed Araeipour) passed for first reading.

WHEREAS Long Beach City College was placed on warning by the Accrediting Commission for Community and Junior Colleges due to deficiencies in the college’s program review process and in the development and assessment of student learning outcomes, and
WHEREAS the development and assessment of student learning outcomes is an effort that must remain under faculty control and under faculty direction in all cases and thus requires an inclusive effort with broad faculty participation, and

WHEREAS student learning outcomes, when developed properly and used as intended at the course, program, or college level, can be an important tool for assessing student performance and improving instructional approaches, and

WHEREAS in all cases including in the use of student learning outcomes in evaluations, faculty evaluations are intended for self-evaluation and to encourage professional growth and should be conducted in an environment that recognizes this intention; therefore,

BE IT RESOLVED that the Long Beach City College Academic Senate encourages all faculty members to participate in the college's efforts regarding the assessment and development of student learning outcomes, with the understanding that the outcomes will not be used in procedures that use student learning outcomes data against individual faculty members.

BE IT FURTHER RESOLVED that the Long Beach City College Academic Senate recognizes the importance of student learning outcomes and supports college efforts to further the development and assessment of SLOs at the course, program, and institutional level.

Senators were invited to send comments or suggestions to Sigrid Sexton.

C. **Student Learning Outcomes in Syllabi and Course Outline**  
   This item was not discussed.

D. **Regulation 4012 Academic Freedom**  
The Senate formed a workgroup to update the *Statement of Professional Ethics* in Administrative Regulations 4012 on Academic Freedom. A motion to accept the recommendation from the workgroup was m/s/u (Rudy Besikof / David Morse) passed for first reading.

E. **Long Beach Police on Campus**  
   This item was not discussed.

F. **Election – Representative on Screening Committee for Dean of Career and Technical Education**  
The Academic Senate elected Dennis Di Giovanni as a faculty representative on the Screening Committee for the Dean of Career and Technical Education. The Senate thanked Nancy Melucci and Boris Vukov who were also nominated and will be considered for the joint CCA/Senate representative on the committee.

G. **Committee Membership Nominations**  
   A motion was m/s/u (Joan Zuckerman / Rudy Besikof) passed to accept the recommendation from the Committee on Committee Memberships for Ladera Barbee to sit on the Student Success Committee.

H. **Future Agenda Items**  
   - Progress of Title 5 Grant  
   - Faculty Titles
I. Announcements
No announcements.

J. Course Schedule Budget Reductions Taskforce
The Senate discussed the formation of the Course Schedule Budget Reductions Taskforce. This taskforce is being formed to include faculty input on cuts to the Spring 2010 Schedule of Classes. The taskforce is to complete its work in the next few weeks.

A motion was m/s (David Morse / Cathy Crane) passed to empower the Academic Senate Executive Committee to make appointments to the Course Schedule Budget Reductions Taskforce and that appointees are especially cautioned to represent areas from which they are selected rather than their own departments.

X. Next Meeting
The next meeting will be held May 8, 2009, 1:00 p.m., at LAC in the Board Room.

XI. Adjournment
The meeting was adjourned at 3:15 p.m.