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, Bill Brazda, Bonnie Brinkman, Christopher Chinn, Lee Douglas, John Downey, Baruch Elimelech, Shauna Hagemann, Nigel Hancock, Kenna Hillman, Ella Hunter, Rigo Ibarra, Tom Killian, Peter Knapp, Pamela Knights, Matt Lawrence, David Morse, Kris Mudunuri, Adrian Novotny, Kevin Ryan, Winford Sartin, Elsa Saucedo, Natalie Schroeder, Sigrid Sexton, Wil Shaw, Gregory Slaughter, Dana Van Sinden, Christiane Woerner, Joan Zuckerman, Lark Zunich

Guests: Janice Tomson, Larry White

Members Absent: Rudy Besikof, Cathy Crane, Candace Dickerson, Michael Hubbard, Chris Jacobs, Yolanda Padilla, Vincent Riojas, DeWayne Sheaffer

III. Approval of Minutes  
The minutes from April 24, 2009 were approved.

IV. Approval of Agenda  
The agenda was approved with the addition of: IX. New Business H. 16 Week Calendar in CCA Contract Negotiations; and I. Technology Master Plan.

V. Public Comments  
No public comments.

VI. Faculty Comments  
No faculty comments.

VII. Reports and Announcements  
A. President's Report – Sigrid Sexton  
   1. Enrollment Management Workshop  
      Don Berz, Executive Vice President of Academic Affairs, conducted an Enrollment Management Workshop for some department heads. The workshop provided an opportunity to refine the presentation before introducing it to larger groups of faculty.

      2. Security  
      Sigrid Sexton discussed security concerns expressed by faculty with the Manager of Support Services Brendan Hayes. Brendan will visit the Senate in the fall. Senators were asked to submit questions prior to the meeting.
3. **Screening Committee**  
An email was sent to solicit nominations for a faculty representative on the Screening Committee for the Associate Vice President of Instructional and Information Technology Services. Sealed ballots were scheduled to be mailed to senators to vote for the representative; however, concern was expressed that senators must be present to vote.

4. **Appreciation**  
Sigrid Sexton presented gifts to senators and to Academic Senate Executive Committee members and thanked them for their contributions to the Senate and the college. The Senate presented a gift to their secretary Linda Lower in appreciation for her support.

B. **Assistant President's Report – Shauna Hagemann**  
Department Head and Curriculum Committee elections are ongoing. Elections for the Academic Senate Executive Committee will be conducted today.

C. **Secretary/Treasurer's Report – Kevin Ryan**  
Shauna Hagemann, Michael Hubbard, Ella Hunter, and Yolanda Padilla were thanked for providing refreshments at the meeting.

The Senate has a balance of $1,036.16 in its treasury.

D. **Curriculum Committee Report – Cathy Crane**  
Cathy Crane submitted the following written report.

1. **Routine Course Review 2008/09**  
All routine course review outlines except for one were completed by the April 30, 2009 deadline. The outline not completed is for a course in one of the two discontinued programs and will be recommended for inactivation at the May Curriculum Committee meeting.

2. **Routine Course Review 2009/10**  
The Course Review List was uploaded to the Curriculum Review website in January with a November 30, 2009 submission deadline. It was requested that courses slated for voluntary inactivation be processed this spring semester.

E. **Faculty Professional Development Report – John Downey**  
1. **Events**  
   New Faculty Orientation will be held August 11 and 12. The Department Head Academy is scheduled for July 30.

2. **FPD Subcommittees**  
   Faculty Professional Development is reviewing their subcommittees. A new subcommittee will be proposed in fall.

F. **Equivalency Committee Report – Kristin Hartford**  
No report.

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 the College Planning Committee discussed development of the five-year Educational Master Plan. Drafting the plan will begin in fall. The Student Success Committee gave a presentation and the Technology Plan was presented. The Program Plan/Program Review plan will be submitted at the next meeting.

2. Budget Advisory Committee
Winford Sartin reported the impact for LBCC if ballot measures do not pass the May 19 state-wide election would equate to a $2-4 million cut. The Budget Advisory Committee discussed budget assumptions: minimize deficit spending; fund essential operational and maintenance functions; strive for higher levels of efficiency and productivity in operations and programs; maintain a 5% unrestricted reserve for contingencies; and reduce class offerings. The Course Schedule Budget Reductions Taskforce has developed a list of recommendations for department heads to reduce course offerings and therefore decrease expenses by $4 million.

3. Facilities Advisory Committee
Sigrid Sexton reported that the Facilities Advisory Committee is developing the Rabbit Population Management Taskforce. The FAC will have a new co-chair next semester.

4. Student Success Committee
Shauna Hagemann reported that the Student Success Committee heard preliminary data on the Student Success Centers from Research Analyst Hannah Alford. The data indicated that students who participated in the centers are more successful than students who do not attend. Hannah will give a follow up presentation to the committee.

5. Staff Equity Committee
No report.

J. Committee on Committee Memberships – Joan Zuckerman
No responses were received from the flyer to solicit volunteers for college opportunities. The flyer will be published again in fall.

K. Registration Task Force – Nigel Hancock
Although it was announced at the beginning of this year that wait lists would no longer be in effect by fall 2009, Ross Miyashiro, Dean of Admissions and Records, anticipates that the college will continue to utilize wait lists. Faculty will be expected to honor the wait lists if they are in place.

L. Career and Technical Education Committee
No report.

VIII. Old Business

A. Accreditation Update
Cathy Crane, Program Oversight Group Co-chair, submitted the following written report.
The Program Oversight Group has completed much work and continues with the development of course level Student Learning Outcomes. In addition, a program definition for instructional and non-instructional programs will be put forward at the next Academic Council meeting. Program level SLO work has been postponed to allow focus on course level SLO. Further workshops will be held during finals. Institutional Learning Outcomes will be on the agenda for second reading at the May Curriculum Committee meeting.

B. Faculty Titles
Matt Lawrence submitted the following recommendation from the Faculty Titles Workgroup, proposing three titles for full-time faculty: Assistant Professor for tenure track faculty, Associate Professor for those with tenure, Professor for those with ten years of full-time service; and a change to the title for part-time faculty. The proposal was also submitted to Vice President of Human Resources Rose Del Gaudio who was in agreement with changes for full-time faculty; however, for legal reasons could not support a change for part-time faculty. The Senate discussed this issue. It was suggested to gather input from departments and to conduct a faculty survey before a decision was made. The workgroup will consider these suggestions.

C. Administrative Regulations 4012 Academic Freedom
A motion was made to accept the recommendation from the workgroup created to update the Statement of Professional Ethics in Administrative Regulations 4012 on Academic Freedom for second reading. After discussion and varying interpretations regarding “conduct” and “academic honesty” the motion was retracted. Senators were asked to send additional input to Matt Lawrence. The workgroup will revise the statement.

D. Resolution – Student Learning Outcomes
A motion was m/s/u (David Morse / Mohammed Araeipour) passed to accept Resolution 44:2 Student Learning Outcomes as amended for second 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 institutional level, can be an important tool for assessing student performance and improving instructional approaches, and

WHEREAS in all cases, including 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 SLO data would not be used 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.

E. **Student Learning Outcomes in Syllabi and Course Outline**

The Senate discussed Student Learning Outcomes in Syllabi and in the course outlines. It was decided to request that the Curriculum Committee submit a recommendation to the Senate for endorsement. The Senate President will then meet with the CCA President.

IX. **New Business**

A. **Program Plan/Program Review Taskforce Report**

David Morse reported that the Program Plan/Program Review Taskforce held three forums. Faculty participated in the discussion and decision making process. The Proposed Program Review/Program Planning Information Flow and a 2009-2010 timeline were distributed to the Senate. Faculty were encouraged to send input to David Morse or Eva Bagg, Associate Dean of Institutional Effectiveness, for inclusion in the May 18 taskforce meeting discussion.

B. **Staff Equity Committee Report**

Lee Douglas distributed the *Staff Equity Committee Report 2008-2009*, and will give a presentation at a future Senate meeting.

C. **Academic Senate Executive Committee Elections**

Elections were held for Academic Senate Officers with the following results:

- President Elect – Kevin Ryan
- Assistant President – John Downey
- Secretary/Treasurer - Shauna Hagemann
- Legislative Liaison – David Morse
- PCC Representative - Phyllis Arias
- LAC Representative – Peter Knapp
- LAC Representative - Joan Zuckerman

D. **Resolution in Honor of Department Senators**

A motion was m/s/u (Phyllis Arias / Kenna Hillman) passed to accept Resolution 44:3 Senators Whose Terms are Ending Spring 2009 for first and second reading.

WHEREAS Bill Brazda has contributed to many committees and initiatives while a member of the Academic Senate including serving as a member of the Academic Senate Executive Committee, as a member of the Alternative Calendars Taskforce, and as a co-chair on the Accreditation Self-Study Report Committee, and on many other taskforces and initiatives with attention to detail and an ongoing and deep appreciation for the work of the faculty in the lives of students, and
WHEREAS Candace Dickerson has provided leadership in coordinating and representing the views of faculty in the development of the Student Success Plan and has provided the senate with a strong voice in deliberations, and

WHEREAS DeWayne Sheaffer has served on the Academic Senate Executive Committee and as CCA president, always representing faculty and their concerns with a well-reasoned and passionate point of view, and

WHEREAS Elsa Saucedo has demonstrated her devotion to students and her concern for academic excellence through her participation in Academic Senate discussions, and

WHEREAS Wil Shaw has served as chair of the Program Review Subcommittee and has ably represented the concerns of the faculty in Academic Senate deliberations; therefore,

BE IT RESOLVED that the Academic Senate thanks Bill Brazda, Candace Dickerson, DeWayne Sheaffer, Elsa Saucedo, and Wil Shaw for their service to the faculty and offers all of them happy Friday afternoons and the Senate’s best wishes as they enter into new experiences on behalf of the college.

E. Committee Membership Nominations
A motion was m/s/u (Joan Zuckerman / Elsa Saucedo) passed to accept the recommendation from the Committee on Committee Memberships for Sudeepa Gulati to sit on the 2009 Title V Collaborative Planning Group.

F. Future Agenda Items
- Faculty Titles
- Program Plan/Program Review
- Progress of Title 5 Grant
- Regulation 4012 Academic Freedom
- Security
- Staff Equity

G. Announcements
No announcements.

H. 16 Week Calendar in CCA Contract Negotiations
A statement asking for faculty signatures to cut college service hours from five to three per week was distributed by CCA. Larry White explained that faculty teaching hours per week would increase within a 16 week calendar; therefore, a decrease in service hours would offset the increase. The contract states that faculty participate in 5 college service hours a week and 160 college hours per academic year. It was agreed that there should not be a decrease in college service hours per year.

Motions were passed by the senate to support inclusion of two of the three Flex days to be embedded within the semester. There will not be a change in contract language in negotiations. A decision on the placement of Flex Days will be determined by the Calendar Committee.

I. Technology Master Plan
David Morse reported that the Technology Master Plan was presented to the College Planning Committee yesterday. The committee wanted to approve the
plan; however, due to the need for input from all areas of the college a call to hold forums was requested. The Senate discussed this issue and agreed that the importance of the plan warrants involved discussion and wide-ranging input. It was suggested that any decision be postponed until forums are held in the fall. David will bring this recommendation to the College Planning Committee.

X. **Next Meeting**
The next meeting will be held August 28, 2009, 1:00 p.m., at LAC in the Board Room.

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