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, John Downey, Kenna Hillman, Ella Hunter, Tom Killian, Peter Knapp, Kris Mudunuri, Yolanda Padilla, Vincent Riojas, Winford Sartin, Elsa Saucedo, Natalia Schroeder, Sigrid Sexton, Dana Van Sinden, Christiane Woerner, Joan Zuckerman, Lark Zurich  

**Guests:** Allison Murray, Michael Hubbard, Larry White  

**Members Excused:** Lee Douglas, Baruch Elimelech, Shauna Hagemann, Nigel Hancock, Chris Jacobs, Pamela Knights, Kevin Ryan, Wil Shaw, Steven Wallech  

**Members Absent:** Lorraine Blouin, Phillip Huerta, DeWayne Sheaffer, Gregory Slaughter

III. Approval of Minutes  
The minutes from September 26, 2008 were approved.

IV. Approval of Agenda  
The agenda was approved with the addition of: IX. New Business, E. Donation in Memory of Leonard Fellman.

V. Public Comments  
No public comments.

VI. Faculty Comments  
Allison Murray reported that a student was attacked by a group of students on campus this week. Her injuries resulted in stitches to an eye and reconstructive knee surgery. The student was in good standing; however, she will not return to LBCC. The Long Beach Police have been informed and will issue a report. The issue of safety on campus needs to be addressed. Sigrid Sexton will follow up on the police report.

VII. Reports and Announcements  
A. President's Report – Sigrid Sexton  
   1. Early Assessment  
       LBUSD offers an early assessment to eleventh graders to test for college readiness. Courses needed for college preparation may be taken in the
twelfth grade. As part of seamless education and the college promise it has been proposed that a process at LBCC for early placement in English 1 be established for students who qualify. A question of funding for the project was raised. Sigrid Sexton will discuss this with administration and report back to the senate.

2. **Shared Governance**
   Efforts are being made to consolidate and make major changes to policies and administrative regulations regarding shared governance. A particular concern is the proposed change in language from “participation in governance” to “participation in decision making” and the deletion of a paragraph on shared governance. Sigrid Sexton will discuss these issues with Eloy Oakley, Superintendent-President.

3. **Faculty Handbook**
   The Faculty Handbook is being reviewed. Faculty input will be solicited to update the information.

B. **Assistant President's Report – Shauna Hagemann**
   No report

C. **Secretary/Treasurer's Report – Kevin Ryan**
   Reporting in Kevin Ryan’s absence, Sigrid Sexton thanked Peter Knapp, Winford Sartin, Tom Killian, and Cathy Crane for providing refreshments at the meeting.

   The senate has a balance of $1,423.78 in its treasury.

D. **Curriculum Committee Report – Cathy Crane**
   1. **16 Week Calendar**
      At the upcoming Curriculum Committee meeting the 16 Week Calendar will be discussed, especially how the intersessions would affect curriculum.

   2. **Student Leadership Institute Planning Meeting**
      Cathy Crane attended the Student Leadership Institute Planning meeting on October 9 and was encouraged by faculty participation.

E. **Faculty Professional Development Report – John Downey**
   1. **Flex Schedule Booklet**
      The Flex Schedule Booklet has been printed. Full-time faculty will receive electronic copies on Monday, and part-time faculty with class on October 30 will receive hard copies later next week. Marie Fenderson and John Downey will deliver the booklets to each School Secretary by Wednesday. Faculty were encouraged to pre-register.

   2. **Flex Project Proposal Forms**
      Individual and Group Flex Project Proposal Forms are due to Faculty Professional Development by October 17.

   3. **Fulbright Scholar Programs**
      Applications are being accepted for the Fulbright Scholar Programs. Flyers are available for anyone interested in applying.
F. **Equivalency Committee Report** – Kristin Hartford  
No report.

G. **Associate Faculty Report** – Ella Hunter/Vincent Riojas  
Vincent Riojas expressed concern that part-time faculty in supervisory capacities over student tutors in the Student Success Centers are not in compliance with the contract. Sigrid Sexton will follow up.

H. **Grants Advisory Committee Report**  
Marty Alvarado, Interim Director of Grants, has not yet responded to information sent by Sigrid Sexton that the Grants Advisory Committee is under the purview of the senate and on the charge of the committee. Sigrid informed Don Berz, Vice President of Academic Affairs, that the committee has not met this year.

I. **Shared Governance Planning Committees**  
1. **Property Purchase**  
The college purchased property on Conant Ave for approximately $11 million. It is expected to be used by Economic Research and Development.

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

K. **Registration Task Force** – Nigel Hancock  
1. **Withdrawal/No Shows**  
   Sigrid Sexton reported for Nigel Hancock that the issue of students recorded as withdrawing when they were actually No Shows has occurred over an extended period of time. Incidences from this semester have been corrected retroactively; however, corrections have not been made for earlier semesters, including summer school. In light of new Title 5 course repetition rules that count withdrawals in the number of times a course may be repeated, it is important that all incidences be corrected. Ross Miyashiro, Dean of Admissions and Records, will implement corrections periodically over the course of the academic year.

2. **Hardcopy Roll Books**  
   Ross Miyashiro will email department heads to ascertain their individual needs for hardcopy roll books.

L. **Student Success Plan Committee**  
John Downey reported that fourteen faculty from LBCC attended the Student Success Institute Conference on October 3—Strengthening Student Success.

M. **Career and Technical Education Committee**  
The Career and Technical Education Committee has not met yet. Sigrid Sexton is organizing a meeting.

**VIII. Old Business**  
A. **16 Week Calendar Recommendations**  
The Senate continued discussion on decisions related to the proposed 16 Week Calendar.
1. Flex Day Placement – Floating Flex Day
   The Academic Senate m/s (Cathy Crane / Mohammed Araeipour) passed a motion that the third Flex Day be a floating Flex Day.

   Faculty will be required to fulfill six hours of Flex credit and submit these hours to Faculty Professional Development—no day would be set aside as a Flex Day.

2. Length of Intersession and Summer Sessions
   A motion was m/s (Rudy Besikof / Bill Brazda) passed that the Academic Senate approve a six-week winter intersession with the flexibility of offering classes of varying session lengths to allow for curricular needs.

   The length of the winter intersession will also be discussed at the next Curriculum Committee meeting. The results will be reported to the senate.

3. Class Time Patterns
   This item will be discussed at the next meeting.

B. Reorganization
   A draft document Reorganization/Realignment: Questions & Answers from Don Berz, Vice President of Academic Affairs, was distributed to senators. The document will be distributed to all faculty. Due to lack of time this item will be discussed at the next meeting.

C. Institutional Research Task Force
   This item was not discussed.

D. Academic Senate Retreat on Shared Governance
   The senate will hold a retreat on Shared Governance on October 24 from 9:00 to 11:30 a.m. at PCC. Faculty interested in attending may contact Sigrid Sexton.

IX. New Business
   A. NISOD Award Election
      Diana Ogimachi was elected as this year’s faculty nominee for the NISOD Award. The senate would like to acknowledge the following faculty who were nominated by their colleagues for the award: Cal Macy, Mary Jean Kolasa, Laura Wan, Daniel Perkins, and Larry White.

   B. Committee Memberships Nominations
      The Academic Senate m/s/u (Joan Zuckerman / John Downey) approved a motion to accept the recommendation from the Committee on Committee Memberships for Dave Gayle and Marilyn Gysel to sit on the College Textbook Affordability Committee, and for Shannon Runningbear to sit on the Registration Task Force.

   C. Future Agenda Items
      - 16-Week Calendar
      - College Reorganization
      - Institutional Research
      - Campus Safety
D. Announcements
Vincent Riojas thanked the senate for their heartfelt condolences and for the flowers sent in regards to the passing of his life partner.

E. Donation in Memory of Leonard Fellman
A motion was m/s/u (John Downey / Cathy Crane) passed to donate $100 from the Academic Senate Treasury to the LBCC Foundation in memory of Leonard Fellman Professor of the Electrical Department.

X. Next Meeting
The next meeting will be held on October 24, 2008, 1:00 p.m., at PCC in Dyer Hall.

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