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

II. Roll Call
Members Present: Mohammed Araeipour, Phyllis Arias, Bill Brazda, Christopher Chinn, Cathy Crane, Candace Dickerson, Lee Douglas, John Downey, Baruch Elimelech, Shauna Hagemann, Nigel Hancock, Chris Jacobs, Tom Killian, Peter Knapp, Matt Lawrence, Kris Mudunuri, Kevin Ryan, Winford Sartin, Elsa Saucedo, Natalia Schroeder, Sigrid Sexton, Wil Shaw, Gregory Slaughter, Christiane Woerner, Joan Zuckerman, Lark Zunich

Guest: Kellee Green

Members Excused: Diane Amelotte, Rudy Besikof, Bonnie Brinkman, Kenna Hillman, Pamela Knights, Steven Wallech, Dana Van Sinden

Members Absent: Lorraine Blouin, Ella Hunter, Yolanda Padilla, Vincent Riojas, DeWayne Sheaffer

III. Approval of Minutes
The minutes from October 24, 2008 were approved.

IV. Approval of Agenda
The agenda was approved.

V. Public Comments
No public comments.

VI. Faculty Comments
No faculty comments.

VII. Reports and Announcements
A. President’s Report – Sigrid Sexton
1. Welcome
Sigrid Sexton welcomed new LAC Senators Rigo Ibarra, Matt Lawrence, and Adrian Novotny, and Associate Senator David Morse, who will serve as Past Senate President in spring 2009.

2. Thank You
Beth Smith from Grossmont College sent a letter thanking the Academic Senate for the opportunity to participate in the senate retreat on October 24. The senate’s role in governance and effective meeting practices were
discussed. Beth commended the senate on their interest and commitment to students and the functionality of the college, and was appreciative of Julian DelGaudio’s presentation on the history of faculty participation in shared governance at LBCC.

3. **Guest**
   Ann-Marie Gabel, Vice President/Assistant Superintendent, Administrative Services, will be invited to the next senate meeting to address several issues, including the budget.

4. **Liaison Group**
   Senator’s were asked to consider accepting a position on the CCA/Academic Senate Liaison Committee. Cathy Crane indicated interest.

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

C. **Secretary/Treasurer's Report – Kevin Ryan**
   Bill Brazda, Baruch Elimelech, Peter Knapp, and Christiane Woerner were thanked for providing refreshments at the meeting.

   The senate has a balance of $1,029.24 in its treasury.

D. **Curriculum Committee Report – Cathy Crane**
   Currently 130 routine course outlines scheduled for review have not been submitted. The Curriculum Committee will vote on inactivating courses that do not submit an outline by the November 30 deadline. Faculty were asked to discuss this issue with their departments.

E. **Faculty Professional Development Report – John Downey**
   1. **Flex Day**
      Adjunct faculty were reminded to submit a Flex report to their school secretary in October.

   2. **New Faculty**
      A new faculty follow up session is scheduled for November 7.

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. **Budget Advisory Committee**
      Winford Sartin reported that the Budget Advisory Committee met and discussed a possible $2-4 billion shortfall in education from the state budget. The governor is considering a raise in taxes. A special state budget session has been scheduled for Wednesday.
J. Committee on Committee Memberships – Joan Zuckerman
No report.

K. Registration Task Force – Nigel Hancock
Sigrid Sexton reported that the Academic Senate Executive Committee is considering a recommendation to establish the Registration Task Force as a permanent committee and to revisit the charge and composition of the group.

L. Student Success Plan Committee
Shauna Hagemann reported that members of the Student Success Committee participated in a workshop presentation on Flex Day.

M. Career and Technical Education Committee
No report.

VIII. Old Business
A. 16 Week Calendar
1. Consideration to Rescind Motion Regarding Six Week Winter Intersession within 16 Week Calendar
The senate discussed the Curriculum Committee’s motion for a five week winter intersession within the 16 Week Calendar. The senate had addressed this issue before the Curriculum Committee due to CCA’s request to have a final decision on some issues before opening negotiations. There had been an understanding that the decision of the Curriculum Committee would be respected.

A motion was m/s (Cathy Crane / Joan Zuckerman) passed to rescind a motion passed at the October 10, 2008 senate meeting 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.

A motion was m/s (Cathy Crane / Joan Zuckerman) passed that the Academic Senate approve the Curriculum Committee recommendation to approve a five-week winter intersession within the 16 Week Calendar.

2. Flex Day Placement
The senate considered the motion from the Curriculum Committee to not embed Flex Days within the semester. Results of surveys conducted by the 16 Week Calendar Committee and by Faculty Professional Development were discussed. It was decided to uphold the previous senate motion to embed two Flex Days within the spring and fall semesters.

3. Review of CCA Document Language
The CCA – LBCC Negotiation Team added language to convey the role of faculty on block scheduling and intersession offerings in the compressed calendar. The senate reviewed the document and agreed that this language regarding block scheduling and classes offered during intersessions clearly conveys the role of faculty.

B. Reorganization
In recognition of the ongoing concerns regarding reorganization the senate will draft a document stating commitments and outlining principles to be followed as job descriptions are written and new roles are assumed. The reorganization as presented in the organizational charts will be submitted to the Board of
Trustees by President Oakley on November 11. The Frequently Asked Questions document will accompany this presentation.

The Academic Senate Executive Committee recommended that a task force be formed to write the document. Christiane Woerner volunteered for the task force. The document will be presented to the senate.

C. Institutional Research Task Force

Last semester Eva Bagg, Associate Dean of Institutional Effectiveness, presented the ARCC report (Accountability Report for Community Colleges). This data is collected by the state and may be used to inform resource allocation decisions in the future. Faculty need to be involved as decisions are made regarding what research to conduct for the ARCC data and how to interpret the findings.

A motion was m/s/u (John Downey / Joan Zuckerman) passed to accept the creation of the Academic Senate Task Force on Institutional Research and its charge and composition.

**Charge**
The taskforce will review ARCC data and previous Equity for All studies and recommend further research in order to better understand factors contributing to student success. The taskforce will also consider the establishment of a standing committee to review and direct research efforts of the college. Recommendations are to be submitted to the Academic Senate.

**Composition**
Faculty chair selected from faculty listed below.
One faculty representative from each of the following departments/ bodies:

- English
- Reading
- ESL
- Math
- Counseling
- Career and Technical Education
- ASD (previously BAE)
- Transfer coordinator

Three at-large faculty from departments not represented above.

IX. New Business

A. Committee Memberships Nominations

A motion was m/s/u (Joan Zuckerman / Wil Shaw) passed to accept the recommendation from the Committee on Committee Memberships for Casey Crook to sit on the Student Success Committee.

B. Future Agenda Items

- Interim Administrative Positions
- Building Update
- Valedictorian Award Standards
- Formalizing Department Head Meeting Structure
- Academic Senate Retreat Report
- Shared Governance
C. Announcements
   No announcements.

X. Next Meeting
   The next meeting will be held on November 21, 2008, 1:00 p.m., at LAC in the Board Room.

XI. Adjournment
    The meeting was adjourned at 2:15 p.m.