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

II. Roll Call
Members Present: Mohammed Araeipour, Phyllis Arias, Rudy Besikof, Christopher Chinn, Cathy Crane, Dennis Di Giovanni, Lee Douglas, John Downey, Shauna Hagemann, Nigel Hancock, Chris Jacobs, Tom Killian, Peter Knapp, Pamela Knights, Matt Lawrence, David Morse, Kris Mudunuri, Adrian Novotny, Yolanda Padilla, Kevin Ryan, Natalia Schroeder, Sigrid Sexton, Wil Shaw, Lynn Shaw, Janice Tomson, Dana Van Sinden, Christiane Woerner, Joan Zuckerman, Lark Zurich

Guests: Mike Jacobs, Cindy Munoz

Members Absent: Diane Amelotte, Baruch Elimelech, Kenna Hillman, Michael Hubbard, Ella Hunter, Rigo Ibarra, Winford Sartin, Ramchandran Sethuraman

III. Approval of Minutes
The minutes from December 11, 2009 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 – Kevin Ryan
   1. Welcome
      Kevin Ryan welcomed Cindy Munoz, ASB representative, to the Senate.

   2. Activities
      Kevin Ryan attended a ribbon-cutting ceremony this morning for Building T. CCA hosted a luncheon today for faculty who are retiring.

   3. CLASS Initiative
      CLASS Initiative is primarily data gathering re demographics of students over a six-year period. It is important that faculty are involved with interpreting the data. Kevin Ryan will continue to report on its progress.
4. **Hiring Priorities**
   The Hiring Priorities Committee discussed emergency hires, the MOU agreement hire date of spring 2011, and full-time/part-time faculty 75/25 ratio.

5. **Faculty Titles**
   A second faculty survey will be conducted regarding faculty titles. Matt Lawrence distributed a sample of the survey.

6. **Committee Members**
   A faculty representative is needed on the Budget Advisory Committee and on the Facilities Planning Committee.

7. **Budget Forum**
   Kevin Ryan is coordinating with Ann-Marie Gabel, Vice President/Assistant Superintendent of Administrative Services, to conduct a budget forum in March.

8. **Honors Program**
   An Honors Program Report will now be a standing item on the Academic Senate Agenda.

9. **BRIC**
   David Morse reported that ASCCC encouraged participation in Bridging Research, Information and Culture (BRIC), a statewide research project to collect and interpret data. The Senate formed a workgroup to discuss LBCC participation.

10. **Legislative Liaison Report**
    David Morse, Legislative Liaison, reported that Assembly Bill 440 regarding transfer degrees did not pass; however, it is expected to be re-introduced. ASCCC has formed a task force to discuss ways to respond to the bill when it re-surfaces. Vice-Chancellor Patrick Perry has notified ASCCC that the Chancellor's Office has received grants to fund a project to make available a statewide assessment instrument but has assured ASCCC that local control over assessment will be respected. The Statewide Educational Master Plan is being updated. Concern was expressed that the importance of counseling be understood.

B. **Assistant President's Report – John Downey**
   No report.

C. **Secretary/Treasurer's Report – Shauna Hagemann**
   Shauna Hagemann thanked John Downey, Matt Lawrence, and Christiane Woerner, for helping her provide refreshments at the meeting.
   
   The Senate has a balance of $816.23 in its treasury.

D. **Curriculum Committee Report – Cathy Crane**
   Currently, 234 routine course reviews have been completed. This year over 300 reviews are due by the November 30, 2010 due date.

E. **Faculty Professional Development Report – Lynn Shaw**
   1. **Statistics**
      • **FPD Committees**: 29 faculty serve on 5 committees
- **Conference Budget**: Fall 2009 - $7,020/Spring 2010 - $1,980
- **Conference Attendance Fall 2009**: 21 full-time/4 part-time faculty
- **Flex Day October 2009**: 9 workshops/187 workshops participants
- **Flex Individual/Group Proposals**: 34 full-time/36 part-time faculty
- **Flex Student Learning Outcomes Department Training**: Kim Anderson facilitated training for 72 faculty

2. **Highlights Fall Semester**
The Faculty Teaching and Learning Center was founded on December 8, 2009. The FPD website was simplified. An On Course I workshop was conducted with 25 full-time and 13 part-time faculty in attendance. Faculty Advertisement and Communication of Excellence, a new FPD subcommittee, was implemented.

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

**G. Associate Faculty Report – Ella Hunter**
No report.

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

**I. Shared Governance Planning Committees**
1. **College Planning Committee**
   Kevin Ryan reported that a Review Tribe was created by the Academic Council to review the new planning structure and enrollment management.

2. **Budget Advisory Committee**
   Kevin Ryan read a written report submitted by Winford Sartin. On January 8 the Governor announced his proposed budget for the 2010/11 fiscal year. Proposals relating to community colleges are better than expected; there will be no midyear cuts. However, cuts to general apportionment and categorical programs have not been restored and will continue into the next fiscal year, and in some cases will deepen. The state is facing a $20 billion shortfall in revenues for the current year. The Governor declared a fiscal emergency for 2009/10; therefore, a special session of the Legislature will convene and must have a resolution within 45 days.

   In 2010/11 LBCC will lose revenue of $378,000 due to a negative COLA of 0.38%. Student fees will remain at $26 per unit.

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

4. **Student Success Committee**
   No report.

5. **Staff Equity Committee**
   No report.

**J. Committee on Committee Memberships – Joan Zuckerman**
No report.
K. Student Record Processes Committee – Nigel Hancock
The Student Record Processes Committee discussed automatic registration for students on the wait list, and the difficulty in downloading roll books. Currently, PeopleSoft does not accommodate automatic registration or roll books. This may change with the new version of PeopleSoft expected in 2011. The ITDC (formerly FRC) will assist faculty in downloading a roll book, and has complete, up to date instructions for successfully achieving this process.

L. Career and Technical Education Committee
Sigrid Sexton reported that faculty will be asked to fill positions on the Career and Technical Education Committee. It is important to have faculty input during this time of reassessment in those areas.

VIII. Old Business
A. Program Plan/Program Review for Academic Senate
A motion was m/s/u (Peter Knapp/John Downey) passed to endorse Academic Senate participation in the Program Plan/Program Review process and to create a task force to communicate with the Program Plan/Program Review Implementation Committee to determine the proper structure for Senate participation.

B. Vice President of Academic Affairs Resolution Response
Kevin Ryan presented Resolution 45:2 to Initiate the Hiring Process to Select a Permanent Vice President of Academic Affairs to the Board of Trustees, and solicited a response from Eloy Oakley, Superintendent-President. Eloy indicated that the earliest timeline to begin the hiring process would be Fall 2010 and the latest would be Spring 2011. Kevin asked the Senate for input.

A motion was m/s/u (Cathy Crane/Christopher Chinn) passed that Resolution 45:2 to Initiate the Hiring Process to Select a Permanent Vice President of Academic Affairs is forwarded to the Chancellor's Office requesting their assistance in resolving this unlawful action.

This motion was designed to solicit a ruling if the current Vice President of Academic Affairs is employed at the college legally. A workgroup was formed to research a timeline of events on this issue.

C. Hiring New Faculty Resolution Response
This item was not discussed.

D. Academic Senate Student Award
Adrian Novotny led the discussion on criteria for the Academic Senate Student Award. It was requested that students from Career and Technical Education areas be considered for the award. The original workgroup will reconvene and submit a motion at the next meeting.

IX. New Business
A. Faculty Mentors/Intern Pilot Program - Rose DelGaudio, Vice President, Human Resources/Cindy Vyskocil, Associate Vice President, Human Resources
This item was not discussed.

B. Task Force to Solicit Faculty Input Re Desirable Qualities for New Vice President of Academic Affairs
Kevin Ryan reported that faculty input was needed on desirable qualities for the new vice president of academic affairs. After discussion a motion was m/s/u
(David Morse/Cathy Crane) passed to accept the charge, timeline, and composition for a Taskforce to Solicit Desirable Vice President of Academic Affairs Qualities.

**Charge:**
This task force will solicit the desirable qualities for a new permanent vice president of academic affairs from the faculty. This will include, but not be limited to, planning and holding a minimum of two public forums (one on each campus). The task force will develop a document with the desirable qualities to be presented to the Senate for approval. Upon approval document will be given to the hiring committee of the permanent vice president of academic affairs.

**Timeline:**
The completed document will be presented to the Senate at the March 5, 2010 meeting.

**Composition:**
- two senators
- three faculty-at-large

C. **Committee Membership Nominations**
No nominations were submitted.

D. **Future Agenda Items**
- Accreditation Update
- Eminence
- Faculty Sabbaticals
- Hiring New Faculty Resolution Response
- Increased Student Enrollment per Class
- Institutional Research Committee
- Status of Current Title 5 Grant
- Status of New Title 5 Grant

E. **Announcements**
No announcements.

X. **Next Meeting**
The next meeting will be held February 5, 2010, 1:00 p.m., at LAC in the Board Room, Building I.

XI. **Adjournment**
The meeting was adjourned at 3:00 p.m.