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

II. **Roll Call**
   **Members Present:** Diane Amelotte, Mohammed Araeipour, Phyllis Arias, Christopher Chinn, Cathy Crane, Lee Douglas, John Downey, Baruch Elimelech, Shauna Hagemann, Nigel Hancock, Kenna Hillman, Michael Hubbard, Ella Hunter, Tom Killian, Peter Knapp, Pamela Knights, Kris Mudunuri, Adrian Novotny, Yolanda Padilla, Kevin Ryan, Winford Sartin, Ramchandran Sethuraman, Dana Van Sinden, Joan Zuckerman

   **Guests:** Rose DelGaudio, Cindy Vyskocil

   **Members Absent:** Rudy Besikof, Dennis Di Giovanni, Rigo Ibarra, Chris Jacobs, Matt Lawrence, David Morse, Natalia Schroeder, Sigrid Sexton, Lynn Shaw, Wil Shaw, Janice Tomson, Christiane Woerner, Lark Zunich

III. **Approval of Minutes**
     The minutes from February 19, 2010 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. **Seamless Education**
         The College Promise—one tuition-free semester at LBCC for LBUSD high school graduates—is based around seamless education. A similar promise is offered at CSULB. Studies show that students from LBUSD perform better at LBCC than other 18 year old high school graduate students at the college.

      2. **Budget Forums**
         Vice President/Assistant Superintendent of Administrative Services Ann-Marie Gabel will provide an update on the District’s budget for current and subsequent years at forums on the following dates: March 22, 12:00 noon at LAC in Room T1200; and March 23, 12:00 noon at PCC in Room FF101.
3. **President’s Faculty Brown Bag Lunch**
Superintendent-President Eloy Oakley invited faculty for a brown bag lunch on March 9 at LAC and on March 15 at PCC.

4. **Commencement**
This year’s commencement budget was cut by 50%. Senators were invited to give suggestions for faculty participation and no-cost activities.

5. **SLO**
All but three courses have student learning outcomes in course outlines. There is more work to be done to achieve 100% compliance by 2012. Assessment data will now be added to classes in TracDat by SLO Officers within each department. Curriculum Committee Chair Cathy Crane and SLO Coordinator Kim Anderson will provide the Senate with an update at the next meeting.

6. **Fixed Cost Reduction Team**
The Fixed Cost Reduction Team is currently discussing salary and benefits. A recommendation is expected to be submitted to the negotiating teams by mid-March.

7. **Hiring Timeline for New Vice President of Academic Affairs**
At the request of the Academic Senate, Superintendent-President Oakley sent a tentative timeline for recruitment of the Vice President of Academic Affairs, and noted that the timeline would be impacted should unforeseen circumstances arise.

- Receive input from Academic Senate on the desirable qualities/characteristics for the Vice President of Academic Affairs - April/May 2010
- Receive update and follow up recommendation from the Vice President of Academic Affairs candidate pool consultant - June 2010
- Draft and review Vice President of Academic Affairs recruitment materials - August/September 2010
- Begin recruitment - October 2010
- Select and train screening committee - November/December 2010
- Begin reviewing applications - Late January 2011
- Certify a pool of applicants - February 2011
- Begin interviews - March 2011
- Campus forums - April 2011
- Final interviews - April 2011
- Final selection - April/May 2011

8. **TBA Schedule**
To be in compliance with new Title 5 regulations, a statement will be added at the end of the catalog description if a course uses the TBA “To Be Arranged” scheduling method. It was requested that faculty include this information in syllabi. The state is concerned that students understand the term. Faculty may send input on this issue to Kevin Ryan.

9. **Education Master Plan**
On March 3 Kevin Ryan moderated a discussion on the state of California’s Master Plan for Higher Education with guest Tom Hayden, former
California State Legislator, Superintendent-President Oakley, and Professor of History Craig Hendricks. The plan, drafted fifty years ago, spelled out roles of the community colleges, CSU, and UC.

B. Assistant President's Report – John Downey
The first of several department head elections was completed. The Career and Technical Education Committee elections are ongoing. Nominations were mailed for the selection of senators on the Academic Senate. John Downey is working on Academic Senate appointment replacements to Faculty Tenure Evaluation Committees.

C. Secretary/Treasurer's Report – Shauna Hagemann
Ramchandran Sethuraman, Baruch Elimelech, Phyllis Arias, and Shauna Hagemann were thanked for providing refreshments at the meeting.

The Senate has a balance of $1,056.73 in its treasury.

D. Curriculum Committee Report – Cathy Crane
The Administrative Regulations 4005 Curriculum and Instruction Task Force continues to meet. A report is expected to be submitted soon.

E. Faculty Professional Development Report – Lynn Shaw
1. Faculty Teaching and Learning Center
   Phyllis Arias distributed the Spring 2010 Events Calendar for the Faculty Teaching and Learning Center. Workshops and social events with topics selected by faculty have been scheduled. Faculty were encouraged to attend.

2. New Faculty Orientation
   John Downey reported that in March an orientation will be conducted for new faculty member Suzanne Acone.

F. Equivalency Committee Report – Kristin Hartford
No report.

G. Associate Faculty Representative Report – Ella Hunter
Ella Hunter distributed Faculty Links to part-time faculty. Positive feedback was received. The Senate was thanked for its interest in communicating with part-time faculty.

H. Grants Advisory Committee Report
No report.

I. Student Record Processes Committee – Nigel Hancock
The Student Record Processes Committee is discussing proposed changes to census reporting in Administrative Regulations 4020 on Attendance. It states: An inactive student is one who is a no show (NS), who has never attended the class, has officially withdrawn from the course, or is dropped by the instructor as not active (NA). However, NA is not available on the current PeopleSoft system, which is soon to be updated.

J. Career and Technical Education Committee
No report.
K. **Honors Program – Paul Savoie**

No report.

L. **Shared Governance Planning Committees**

1. **College Planning Committee**

   Kevin Ryan reported that the College Planning Committee Workgroup reviewing the Program Plan/Program Review process will submit a report to the committee. New Educational Master Plan goals continue to be developed based on department plans, school plans, vice president area plans, the Superintendent-President’s plan, and the Board of Trustees’ plan.

2. **Budget Advisory Committee**

   No report.

3. **Facilities Advisory Committee**

   Lee Douglas reported that the Facilities Advisory Committee reprioritized the 2020 Facilities Master Plan. The priorities will be submitted at the next Senate meeting.

4. **Student Success Committee**

   Shauna Hagemann reported that the Student Success Committee met on February 22 and discussed a plan “How to be a Champion for Student Success” with Chi-Chung Keung, Executive Director of Public Affairs and Marketing; and reviewed prerequisite criteria for two courses.

5. **Staff Equity Committee**

   No report.

VIII. **Old Business**

   A. **Academic Senate Student Award**

      Adrian Novotny distributed *Academic Senate Student Award Consideration*, which included the amount of the award; basis of the award; determining eligibility and identifying the winner; and presentation of the award. It was decided more discussion was needed before the award is finalized.

IX. **New Business**

   A. **Faculty Mentor/Intern Pilot Program – Rose DelGaudio, Vice President, Human Resources / Cindy Vyskocil, Associate Vice President, Human Resources**

      Rose DelGaudio, Vice President, Human Resources and Cindy Vyskocil, Associate Vice President, Human Resources presented a Faculty Mentor/Intern Pilot Program. In fall 2007 the Academic Senate formed a Diversity Task Force charged with recommending parameters for an internship program. The goal of the program would be to ensure the college has effective and comprehensive recruitment processes in place to create optimum outreach to diverse populations. Such an outreach demonstrates a commitment to recruit and hire effective, passionate, long-term teachers that will support our students’ success.

      The pilot program would recruit three mentees from CSU, UC, or other educational institutions. Mentors would select mentees, who must be at least halfway through a Master’s program. Recommended program parameters include a length of one semester; course assignment; and faculty compensation of $1,000 per semester. Lynn Shaw, Faculty Professional Development Coordinator, would organize additional training through the Faculty Teaching
and Learning Center. The experience would prepare mentees for recruitment of full-time or part-time faculty pools at LBCC.

The floor was opened for discussion. Mentors would be self-selected by faculty. Mentees would submit an extensive application similar to the hiring process. Faculty were invited to send additional input to Lee Douglas.

B. Proposed Administrative Regulations Changes
The President’s Leadership Council asked for faculty input on administrative regulations in review: 5001 on Admission and Registration of Students under 18 Years of Age – Non High School Graduates; and 5017 on Matriculation for Student Services. The Senate began the discussion. Concern was expressed regarding the assessment process in regulations 5001; some gifted students may not meet the requirements to participate. Kevin Ryan asked senators to submit additional input. This discussion will continue at the next meeting.

C. Transfer Degrees AB440
Kevin Ryan reported that proposed state Assembly Bill 440 would change the Education Code to require all community colleges to offer transfer degrees. The Academic Senate for California Community Colleges opposes the bill—transfer degrees should be under local control.

A motion was m/s/u (Cathy Crane/Kenna Hillman) passed that the Academic Senate support the Academic Senate for California Community Colleges opposition of AB440 California Community Colleges: Student Transfer.

D. Committee Membership Nominations
No nominations were submitted.

E. Future Agenda Items
• Academic Senate Student Award
• Administrative Regulations 5001 Admission and Registration of Students under 18 Years of Age - Non High School Graduates
• Administrative Regulations 5017 Matriculation for Student Services
• Cost of Classes
• SLO Compliance
• TBA Schedule
• Title V Grant – Current and Future
• Update on 16 Week Calendar

F. Announcements
No announcements.

X. Next Meeting
The next meeting will be held March 19, 2010, 1:00 p.m., at LAC, Board Room, Building I.

XI. Adjournment
The meeting was adjourned at 2:45 p.m.