I. Call to Order
Cathy Crane, Chair, called the meeting to order.

II. Roll Call
Members Present: Patricia Alexander, Kim Anderson, Phyllis Arias, Linda Bell, Donald Berz, Laurel Breece, Cathy Crane, Paul Creason, Jim Cunningham, Samira Habash, Brenda Harrell, Kenna Hillman, Lisa Isbell Hager—LBUSD Liaison, Gerry Jenkins, Linda King, Sheree King, Maureen Mason, Ross Miyashiro, Dan Ripley, Winford Sartin, Paul Savoie, Debra Schaefer, Gary Scott, Sigrid Sexton, Wil Shaw, Tom To, Bobbi Villalobos, Steven Wallech, Laura Wan, Ingrid Wollank

Guest: John Fylpaa

Members Absent: Byron Breland, Lou Anne Bynum, Gene Carbonaro, Donna Fletcher, Julie Frumkin, Kim Hatch, Dena Laney, Jannie MacKay, Frank Madrigal, Ruben Page, Susan Radloff, Vincent Riojas, Trevor Rodriguez, George Shaw, DeWayne Sheaffer, Meena Singhal, Leticia Suarez, Matt Turlo

III. Approval of Agenda
The agenda was approved with the deletion of: IX. D. 2. Motion to Approve Program Definition.

IV. Approval of Minutes
The minutes of March 18, 2009 were approved.

V. Public/Faculty Comment
No comment.

VI. Reports
A. Curriculum Committee Chair – Cathy Crane
   1. Routine Course Review
      a. 2008/09
         Fifteen routine course reviews for 2008/09 must be completed by the April 30, 2009 deadline to avoid inactivation.

      b. 2009/10
         No routine course reviews have been submitted. November 30, 2009 is the deadline to submit a review.

   2. Accreditation
      Cathy Crane was appointed co chair of the Program Oversight Group with Eva Bagg, Associate Dean of Institutional Effectiveness. Cathy thanked
group members for their efforts towards accomplishing recommendations from ACCJC.

B. Executive Vice President of Academic Affairs – Donald Berz
Donald Berz attended a CCSSO Conference in San Francisco where ARCC data was discussed. The Chancellor’s Office will correct coding information this summer. Donald will forward the changes to Cathy Crane.

C. Academic Senate President – Sigrid Sexton
1. Institutional Research Taskforce
   The Institutional Research Taskforce is reviewing ARCC (Accountability Report for Community Colleges) data collected by the state which may be used to inform resource allocation decisions in the future. The taskforce provides faculty input to inform the interpretation of ARCC data.

2. Student Learning Outcomes
   The Academic Senate is drafting a resolution in support of Student Learning Outcomes (SLO) efforts at the college. The resolution includes language against using SLO data against individual faculty members. The ACCJC recommended that SLO are included in syllabi. The ASCCC proposed that faculty initiate and agree upon a course of action.

3. Faculty Titles
   The Senate formed a workgroup to review faculty titles. The workgroup will contact Human Resources and research other area colleges.

4. Committee Membership Selection
   The Senate is reviewing the process for committee membership selection. The process may be adjusted to allow additional faculty involvement.

D. Long Beach Unified School District Representative – Lisa Isbell Hager
   No report.

E. Academic Policy and Standards Subcommittee – Dan Ripley
   The AP&S Subcommittee is reviewing and revising several administrative regulations, which will be submitted to the Curriculum Committee early next semester. Additional Title 5 changes are expected in fall.

F. Assessment of Student Learning Outcomes Subcommittee – Patricia Alexander
   The ASLO Subcommittee is working on Institutional Learning Outcomes. The criteria will align with other college documents and the Mission Statement.

   The deadline to have program-level outcomes articulated is August 2009. Each subcommittee member will visit a school to discuss defining a program. The subcommittee will provide information and assistance if needed.

G. Associate Degree/General Education Subcommittee – Debra Schaefer
   The AD/GE Subcommittee is discussing criteria for courses to meet the Physical Fitness/Wellness Graduation Requirement, and is collecting Ed Code 78016 Reviews. Once every two years programs are required by the state to submit a review.
H. Course Evaluation Subcommittee - Kim Anderson
The CE Subcommittee is working on Distance Learning refinements and in-services for course outlines, prerequisites, and curriculum standards and SLO training.

I. Program Review Subcommittee – Wil Shaw
Workshops will be offered to Department Heads over the summer to review the Program Planning/Program Review document.

J. Ad Hoc Subcommittee Reports
No reports.

VII. Consent Agenda – Course Evaluation Subcommittee
A motion to approve the Consent Agenda was m/s/u (Kim Anderson / Steven Wallech) passed.

VIII. Old Business
No old business.

IX. New Business
A. First Reading – Course Evaluation
   1. Motion to Convert DL: Telecourses
      The following motion was m/s/u (Linda Bell / Steven Wallech) passed for first reading.

      To have the telecourse format comply with Title 5 and local standards and definitions of regular and effective contact by converting to either an online or hybrid format with the existing video content

   2. Motion to Update Definitions of Online & Hybrid Courses
      The following motion was m/s/u (Laurel Breece / Steven Wallech) passed for first reading.

      To update the local definition of online and hybrid courses to read:
      a. “Online courses are taught 100% online with no mandatory or scheduled on-campus meetings throughout the semester.”
      b. “Hybrid courses are courses taught from a distance but include a specified number of regularly scheduled, mandatory on-campus meetings throughout the semester.”

      The effective date will be fall 2010.

B. First Reading – AD/GE Subcommittee
   1. Motion to Approve Physical Fitness/Wellness Criteria
      The following motion was m/s/u (Kenna Hillman / Steven Wallech) passed for first reading.

      The criteria for courses to meet the Physical Fitness/Wellness area of Plan A include a minimum of 18 hours (lecture) or 54 hours (lab/activity) equivalent to 1 unit of the course content as determined by the Course Outline of Record, which must cover at least one of the following: Physical Activity, Fitness, Healthy Eating, Weight Management, or Stress Management.
C. AD/GE Subcommittee

1. Motion to Approve Foreign Language – General Ed
   The following motion was m/s/u (Steven Wallech / Kenna Hillman) passed.

   To accept the following courses for GE Plan A in Humanities and Arts beginning fall 2010: Arabic 1, Arabic 2, Korean 1, Korean 2, Chinese 3, Chinese 4, Japanese 3, Japanese 4, Italian 2, Italian 3, and Italian 4.

   Courses for Plan B in Area C2 upon approval by the CSU System: Arabic 1, Arabic 2, Korean 1, Korean 2, Chinese 3, Chinese 4, Japanese 3, Japanese 4, Italian 2, Italian 3, and Italian 4.


2. Motion to Approve Culinary Arts Management Certificate
   A motion was m/s/u (Brenda Harrell / Laurel Breece) passed to accept the Culinary Arts Certificate of Accomplishment – Type II, which will go into effective after approval from the Board of Trustees.

D. First Reading – ASLO

1. Motion to Approve ILOs
   The following motion was m/s/u (Patricia Alexander / Wil Shaw) passed for first reading.

   Adopt four Institutional Learning Outcomes (ILOs) for the entire college.

   Diversity: Students will respect and work with diverse people including those with different cultural and linguistic backgrounds, as well as different abilities. Students will interact with individuals and groups in a manner that demonstrates both integrity and an awareness of others’ opinions, feelings, and values.

   Personal Development: The development of skills, attitudes, abilities, and values that facilitate personal enrichment and preparation for lifelong learning.

   Thinking and Reasoning: Students will identify and analyze existing or potential problems and develop, evaluate, and test possible solutions.

   Information Competency: Students will learn to collect, evaluate, and use the information that is necessary to achieve their educational, career, and personal goals.

E. First Reading

1. Motion to Approve Accuracy Statement
   A motion to approve a Catalog Accuracy Statement was moved; however, after discussion the motion was withdrawn. Concern was expressed that catalog rights are a contract and cannot be altered without consent.
X. **Announcements**
No announcements.

XI. **Next Meeting**
The next meeting is scheduled for May 13, 2009 at 2:00 p.m. in the Board Room.

XII. **Adjournment**
The meeting was adjourned at 3:55 p.m.