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, Bonnie Brinkman, Christopher Chinn, Dennis Di Giovanni, Lee Douglas, John Downey, Baruch Elimelech, Shauna Hagemann, Nigel Hancock, Michael Hubbard, Ella Hunter, Rigo Ibarra, Tom Killian, Peter Knapp, Pamela Knights, Matt Lawrence, Kris Mudunuri, Adrian Novotny, Kevin Ryan, Winford Sartin, Natalia Schroeder, Ramchandran Sethuraman, Sigrid Sexton, Wil Shaw, Lynn Shaw, Janice Tomson, Dana Van Sinden, Christiane Woerner, Joan Zuckerman, Lark Zunich

**Guests:** Eloy Oakley, Isaac Romero, Dewayne Sheaffer, Mark Taylor, Cindy Vyskocil

**Members Absent:** Cathy Crane, Kenna Hillman, Chris Jacobs, David Morse, Yolanda Padilla

III. **Approval of Minutes**
The minutes from November 20, 2009 were approved.

IV. **Approval of Agenda**
The agenda was approved with the addition of *G. Motion - Academic Senate's Position on Granting a Hiring Waiver* in New Business.

V. **Public Comments**
No public comments.

VI. **Faculty Comments**
No faculty comments.

VII. **Reports and Announcements**
A. **President's Report – Sigrid Sexton**
   1. **Appreciation**
      Sigrid Sexton passed the gavel on to Kevin Ryan and thanked the Academic Senate for their support during her term. Kevin Ryan will assume the Senate President position at the beginning of the spring semester.

      Linda Lower was presented with a gift in appreciation of her service to the Senate.
2. **Future Discussions**  
The Senate will continue to discuss participation in the Program Plan/Program Review process and review of the 2008 college reorganization.

3. **Lowell Johnson**  
The Senate remembered Lowell Johnson who recently passed away. He was a remarkable leader who served the college as Academic Senate President and CCA President.

B. **Assistant President's Report – John Downey**  
Three department head elections have been completed.

C. **Secretary/Treasurer’s Report – Shauna Hagemann**  
Shauna Hagemann thanked Diane Amelotte, Rigo Ibarra, Christiane Woerner, and Lark Zunich for providing refreshments at the meeting.

The Senate has a balance of $1,196.88 in its treasury.

D. **Curriculum Committee Report – Cathy Crane**  
Linda Lower presented flowers to Sigrid Sexton on behalf of Cathy Crane in appreciation of Sigrid’s contribution as Academic Senate President.

E. **Faculty Professional Development Report – Lynn Shaw**  
1. **Flex**  
   In Fall 2009, 34 full-time faculty and 36 part-time faculty submitted individual or group project Flex proposals. Two Flex days are scheduled in Spring 2010: February 2 will be a department planning day; on March 24 a speaker from the Student Success Conference in San Francisco will be invited to participate.

2. **On Course Workshop**  
   Faculty who participated in On Course Workshop I will be eligible to participate in On Course Workshop II scheduled for March 17-20 in Building O, Room 210. The topic will be innovative strategies to become a better teacher.

3. **Faculty Teaching and Learning Center**  
   An open house was held for the Faculty Teaching and Learning Center on December 8. Festivities included faculty art and music; baked goods from the Culinary Department; chat sessions; and an activity to rate focus topics, which indicated an interest in critical thinking and cognition, and ways to evaluate teaching. A brownbag lunch workshop on teaching techniques and an online faculty survey is planned for the Spring semester.

4. **Name Change**  
   For clarity, the Faculty Resource Center will now be called the Instructional Technology Development Center.

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
      Sigrid Sexton reported that the Program Plan/Program Review process is underway. Groups at the vice president level are meeting and consolidating plans from their area. A VATEA capital outlay process is needed, the College Planning Committee is looking for quality feedback. The Technology Plan was approved at the last meeting. An Enrollment Management Committee is being developed and an Educational Master Plan will be developed. A college-wide workshop will be conducted to begin the process.

2. Budget Advisory Committee
   Winford Sartin reported that the Budget Advisory Committee discussed reserves. The 2009-10 adopted budget has $7,241,018 in reserves—6.39% of Total Expenditures and Other Outgo. The minimum amount of reserves mandated by the Board of Trustees is 5.50%. Expenditures must be significantly reduced in 2010-11 in order to maintain reserves for 2011-12. The state's fiscal crisis is not expected to end until at least 2012-13.

3. Facilities Advisory Committee
   No report.

4. Student Success Committee
   Shauna Hagemann reported that LBCC received the 2009 Chancellor’s Student Success Award due to the Long Beach College Promise and the Student Success Initiative. The Student Success Committee will solicit discussion with faculty and students to raise awareness of the initiative. A video is being produced with students voicing the success of the initiative. “Success Begins Today” will be the maxim for next year.

5. Staff Equity Committee
   Lee Douglas, Associate Vice President of Human Resources Cindy Vyskocil, and Vice President of Human Resources Rose DelGaudio distributed revisions in Administrative Regulations 3013 on Hiring Hourly Faculty to the Senate for review. The revisions will bring the hiring process into compliance with the law and standardize the process. Changes include: applicants will apply online; a required pool will be established to select candidates for interviews; and a faculty member from the department in addition to the department head will conduct the interview. A group of department heads participated in the revisions, which were sent to all department heads. The Staff Equity Committee welcomed faculty input. After the Senate endorses the regulations they will be forwarded to the College Executive Committee.

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

K. Student Record Processes Committee – Nigel Hancock
   Mike MacCallum, Dean of Financial Aid, requested that faculty drop students as soon as possible who do not show up for the first class meeting. This will assist in processing financial aid.
Wait lists are to be utilized fairly and consistently. If faculty decide to add students to a closed class they must be added in order of position on the list, as long as they are present at the first class meeting. *Requirements for Adding Students to a Closed Class with a Wait List* was distributed to senators.

**L. Career and Technical Education Committee**

No report.

**VIII. Old Business**

**A. Faculty Titles**

Matt Lawrence shared the results of the inquiry email on faculty titles with the Senate. Many faculty expressed support for the change; however, some faculty were not in agreement. Discussion on this item will continue.

**B. Vice Presidents of Academic Affairs Search-Resolution 2nd Reading**

The Academic Senate m/s/u (Kevin Ryan/Adrian Novotny) passed a motion to accept *Resolution 45:2 to Initiate the Hiring Process to Select a Permanent Vice President of Academic Affairs* for second reading.

*WHEREAS* Title 5 section 53021 provides that “no interim appointment or series of interim appointments exceed one year in duration” and that even with the approval of the Chancellor, extensions of such appointments may not exceed one year, and Long Beach City College Regulation 3003.4 likewise notes that interim administrative positions should not exceed one year; and

*WHEREAS* Academic Senate For California Community Colleges Resolution 13.11 S09 urged that “all Title 5 provisions regarding the length of interim administrative appointments [be] enforced,” noting that interim appointments have a direct impact on important college issues such as curriculum processes, instruction, and budget development; and

*WHEREAS* Long Beach City College’s current Vice-President of Academic Affairs has served in an interim capacity for over four years, having taken the position in the Fall Semester of 2005; and

*WHEREAS* Superintendent-President Eloy Oakley assured the Academic Senate in Spring 2009 that a search for a new Vice-President of Academic Affairs would commence no later than the Fall semester of 2009, allowing the new appointee to take office at the end of the 2009-2010 academic year; and

*WHEREAS* Superintendent-President Oakley has hired a consultant to facilitate the search for a new Vice-President of Academic Affairs and to evaluate the potential applicant pool, but the consultant’s recommendations regarding the applicant pool may delay the initiation of the hiring process if the consultant judges the pool to be insufficient; and

*WHEREAS* the Academic Senate asserts that the process for hiring a new Vice-President of Academic Affairs has already been delayed overlong and should not be further postponed, no matter the recommendation of the consultant; and

*WHEREAS* while the Academic Senate acknowledges Interim Executive Vice-President Donald Berz’ efforts and contributions to the college
BE IT RESOLVED that the Long Beach City College Academic Senate recognizes Interim Executive Vice-President Donald Berz’ contributions to the college and thanks him for his dedication and efforts; and

BE IT FURTHER RESOLVED that the Long Beach City College Academic Senate directs the Academic Senate President to meet with Superintendent-President Eloy Oakley and urge him to initiate a hiring process to select a permanent Vice-President of Academic Affairs at the beginning of the Spring 2010 semester regardless of the consultant’s recommendations, with the new appointee taking office no later than July 2010.

C. Institutional Research Committee
This item was not discussed.

IX. New Business
A. Eloy Oakley, Superintendent-President
Superintendent-President Eloy Oakley shared the status of Seamless Education and the College Promise Initiatives. The LBUSD•LBCC•CSULB Seamless Education Organization Chart and an explanation were distributed to senators. The mission of the College Promise is to provide world-class education from preschool to graduate school that prepares Long Beach students for successful education and employment. Eloy also discussed his work at the state level on the CLASS initiative and his new position on the Campaign for College Opportunity Board. More information is available at www.collegecampaign.org.

The floor was opened for discussion. Senators indicated that faculty should be involved in discussions so that Eloy accurately represents the college in his work on state-wide initiatives. Senators expressed concern for what Eloy’s involvement in these organizations means for the college.

B. Academic Senate Student Award
The workgroup continues to develop the Academic Senate Student Award. Adrian Novotny asked senators to consider suggestions for eligibility criteria, monetary amount, publicity, and delivery of the award. This item will continue to be discussed.

C. Resolution in Support of Senate Retiree Bonnie Brinkman
A motion was m/s/u (Kevin Ryan/Lee Douglas) passed by acclamation to accept Academic Senate Resolution 45:3 in Appreciation of Bonnie Brinkman for first and second reading.

WHEREAS Bonnie Brinkman has held numerous Academic Senate leadership positions, including Academic Senate President, Faculty Professional Development Coordinator, and Chair of the Instructional Planning Committee, the Budget Advisory Committee, and the Academic Policies and Standards Subcommittee of the Curriculum Committee,
while also participating on countless committees and task forces; and

WHEREAS during her term of office as Academic Senate President Bonnie Brinkman introduced the resolution writing process to the Senate, encouraging order and reasoned logic in senate discussions; and

WHEREAS Bonnie Brinkman was a significant participant in the consultative process between faculty and administration that developed Long Beach City College Policy and Regulations 2009, which define and protect the faculty role in college governance; and

WHEREAS Bonnie Brinkman, along with the college Superintendent-President, led the effort to design and implement Long Beach City College’s first shared governance planning process, one of the primary venues through which faculty rights to consultation were ensured; and

WHEREAS Bonnie Brinkman played a key role in the development of the first college FLEX day and worked with both CCA and administration to produce a beneficial FLEX day calendar and to ensure that FLEX day activities reflected faculty needs and wishes; and

WHEREAS Bonnie Brinkman designed and implemented a New Faculty Orientation Program which put faculty in charge of the welcoming and orienting new faculty members while sharing the responsibility with the college Superintendent-President; and

WHEREAS Bonnie Brinkman worked with the Superintendent-President and CCA President to make College Day activities relevant and worthwhile for faculty; and

WHEREAS Bonnie Brinkman has mentored and inspired numerous faculty members, teaching and encouraging them to work productively as a part of college governance processes; and

WHEREAS Bonnie Brinkman has been unwavering in supporting and promoting faculty rights and voice, academic quality and standards, and respect for all members of the college community, always doing so with quiet and powerful grace; therefore,

BE IT RESOLVED, that the Long Beach City College Academic Senate thanks Bonnie Brinkman for her years of service to the college, the Senate, the faculty, and the students; and

BE IT FURTHER RESOLVED, that the Long Beach City College Academic Senate wishes Bonnie Brinkman all possible happiness and success in her retirement and in all of her future endeavors.

Superintendent-President Oakley shared the Board of Trustees’ commendation for Bonnie Brinkman and former Superintendent-President Jan Kehoe sent a statement of commendation and remembrance.

D. Committee Membership Nominations
No nominations were submitted.
E. Future Agenda Items
   No future agenda items were discussed.

F. Announcements
   The Academic Senate presented Sigrid Sexton with a plaque and a gift in appreciation for her contribution as Academic Senate President.

G. Motion - Academic Senate's Position on Granting a Hiring Waiver
   A motion was m/s/u (Mohammed Araeipour/ Christopher Chinn) passed to accept the Academic Senate’s Position on Granting a Hiring Waiver.

   In support of the implementation of the supplemental early retirement program the Academic Senate of Long Beach City College grants the District a one year (beginning Spring 2010 through the conclusion of Fall 2010) hiring waiver for replacing the faculty who retired at the completion of the Fall 2009 semester.

X. Next Meeting
   The next meeting will be held January 22, 2010, 1:00 p.m., at PCC, location to be announced.

XI. Adjournment
   The meeting was adjourned at 3:10 p.m.