

**Academic Senate
October 1, 2008
Approved Minutes**

Academic Senate President, Rick Hogrefe, called the meeting to order at 3:03 pm.

Members Present: Ryan Bartlett, Jane Beitscher, Debra Bogh, T.L. Brink, Stephanie Gomez, Amber Hammons, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, JoAnn Jones, Damaris Matthews, Meridyth McLaren, Sandra Moore, Bob O'Toole, Catherine Pace-Pequeño, Mario Perez, Snezana Petrovic, Mark Snowwhite, Sherri Wilson

Members Absent: Daniel Bahner, Deena Baker, Robert Brown, Ken Bryson, Milly Douthit, Jeff Burke, Denise Hoyt, Marina Kozanova, Diane Pfahler, Ralph Rabago, Frances White, Gary Williams

Guests: Judith Ashton, Larry Aycock, Gloria Harrison, Charlie Ng, Karen Peterson, Dr. Don Senger, Board of Trustee Member, Marina Serna,

I. Administrative Report

A. Vice President of Administrative Services Report

Charlie Ng reported

1. Maintenance and Grounds position – The College hopes to have someone hired by November. Mike Strong is serving as director and supervisor.
2. Construction update: LRC and pool is scheduled for board approval in October. Construction should start in November.
3. Charlie has been working on some emergency preparedness systems. Currently a link on the website for an emergency texting system. There has been some advertising at this point, but there will be a bigger roll out in the future. Issues with standardization between the campuses and the district. Has requested to host the State Emergency Preparedness Training for community colleges. Looking at current plans.
Is this just an announcement or a request for faculty participation? Faculty on safety committee have been given an invitation.
Question – has a generator for the texting system been procured? Don't need to have power to use the system because it is internet based. Some students worried about spam. This will only be used for emergency situations.
4. Getting ready for accreditation next week.

II. Approval of Minutes

A. September 17, 2008

Approved by consensus with grammatical changes.

III. Treasurer's Report

The balance stands at \$1875.78.

Reduction in monthly amount was due fewer faculty and changes in designation of funds. Do we want to move money from the honors fund back into the general fund? Transfer money left over from last year.

IV. Other Reports

A. Classified Senate Report

Candace is on jury duty for the next couple of weeks. Any contact during the next few weeks needs to go to Karen and she will respond.

B. Student Senate Report

Ticket sales for Knott's Scary Farm are going well. AS days scheduled in November. Children from the center will come up to participate. Mike Strong has kept them in the loop about the construction. Sports day is Nov. 14th.

V. Senate President's Report

Preparing next week for the Accreditation visit. Announcements about open meetings have gone out and well as the time and day of exit meeting.

District Preparations – District Assembly postponed.

VI. Old Business

None

VII. New Business

A. Discussion: Board Policies/Administrative Regulations (Non Academic/Professional) – comments are to be returned in writing to the district.

1. BP/AR 3300 Public Records – Student record exemption – does this include student disciplinary issues? does not include SLOs, suggestion to remove personal identifiers as well as SS#,
2. AR 3570 Smoking – Should there be an exemption for the first week? Should also be a fine for not putting cigarettes out in ashtrays. Need ashtrays in all the smoking areas. Give distance from signs that smoking is still okay. Fines should only come from district police or security. Are faculty responsible for telling students where they can smoke? No
3. AR 3715 Printing - none
4. AR 6600 Capital Construction-none
5. AR 6700 Civic Center and Other Facilities Use-some organizations use the building that don't follow district discrimination policies. Fees section – needs to be clearer about raising and lowering of fees.

B. Discussion: Board Policies/Administrative Regulations (Academic/Professional)

1. BP 4020 Program, Curriculum and Course Development – changes include consideration of job market info, and that the college can now approve stand alone courses. Vocational-occupational should be changed to Career and Technical
2. AR 4025 Philosophy and Criteria for Associate Degree and GE - none
3. AR 4102 Independent Study –notify the VP of what? Faculty approves the course, what do they need to report to VP? Needs to state that VP doesn't have any authority but may need to be informed. Will look at Title 5 for wording. Why are independent study and lab hours calculated differently? Use of work earned?
4. BP/AR 4222 Remedial Coursework Limit- ESL courses are exempt Language about probationary process needs to be clearer.
5. AR 4230 Grading and Academic Record Symbols – contradicts pass/no pass. Inconsistency of 'D'
6. BP/AR 4231 Pass/No-Pass – do not allow any extraordinary circumstances.
7. BP/AR 4250 Probation, Disqualification and Readmission – change 1.75 back to 2.0 – What is the Scholastic Standards Committee? At Crafton it is the Exceptions committee. Reword - An appropriate standards committee. Deleted section C of the AR.

8. BP 4400 Community Services Programs – issue with term moral – replace with personal? What costs are considered under fees? If we get an AR on this would like some transparency in his guidelines.

VIII. Committee Reports

- A. Curriculum - none
- B. Student Interests – broke into 4 focus groups, groups moving forward
- C. Educational Technology – met today
- D. Honors Steering - none
- E. Planning and Budget – waiting for late programs reviews.
- F. BSI Task Force - none

IX. CCA Report

None

X. Announcements

Live Oak Canyon Pumpkin Festival starting

XI. Statements from the Public

Request for info about issues with HR – fire cadets have approval to go to Riverside for a training. Paperwork gets lost between here and district. This is adversely affecting programs.

Art Students exhibiting Doodles in Long Beach - Main Street.

Counselors' Conference on Friday.

XII. Adjournment

Meeting was adjourned at 4:48 pm.

Respectfully submitted,

Meridyth McLaren, Secretary