Senators Present: Crippens, Eloise; President; Patterson, Rod, Vice President; Siever, Patricia; Treasurer, Sweeney, Joyce, Secretary; Aguiar, Ara; Blustein, Bonnie; Brown, Stephen; Canales, Carrie; Chow, Judy; DuBois, May; Foster, Adrienne; Floyd, Suzanne; Froloff, Cathy; Hager, Robert; Harris, Lartee; Jacobson, Nikki; Kazuhayai, Dianne; Leonard, Fran; Michels, Margo; Morrison, Phyllis; Patil, Ashok; Quitschau, Karen; Simone, Yvonne; Taylor, Alice; Workman, John; Zolner, Paul.

Guests Present: Rocha, Mark; Ulrich, James; Nichols, Vanita; Stansbury, Paul; Jacobs, Betty; Jacinto, Norma.

I. Call to order:
The meeting was called to order at 12:55 P.M. by President Eloise Crippens after a buffet lunch was served. It was MSP (see below for explanation of acronym) to modify the agenda and hear the college President’s report as first order of business.

IV. Administration Report
President Mark Rocha began by thanking the members and president of the Academic Senate for the large amount of work that has been accomplished to this date. He asked that we read each e-mail that he sends as they will contain important information. It is an efficient way to inform first the Senate members, who will in turn inform their divisional colleagues. In return, the divisional faculty shall be enabled to inform the Senate members of their thoughts. The full budget has been presented by VP John Oester containing restricted and unrestricted funds, with clarification and focus on fixed expenses. Since the college did not reach its set goal for this past academic year, there will be no additional monies allocated to us. We have a projected deficit of 1.3 million for this year. The problem the college faces and needs to correct, is one of enrollment. The evening class enrollment is significantly down and on-line classes have cut into our campus attendance. On-line classes are addressed in the MOU concerning effective college governance approved by the College Council, with a study to be made how to handle this situation. There is no reason for the decline in enrollment. We must retain the students that we have. Cutting the budget will not fix it. We probably will not operate in the black for this year, but when we turn our enrollment numbers around, and it all will adjust for the better. Steps recommended for this turn around were given.

1. Basic skills and counseling shall be improved
2. An holistic schedule is needed.
3. Out-reach and recruitment strengthened
4. Reread the Chancellor’s speech from FLEX day – contains good ideas.
5. Interview students as to reasons for poor retention.
6. ASO president has asked for a place for students to get out of dark, cold and rain when waiting for evening classes.
The faculty was asked to come to meetings and be ready for business. If not, the Administration shall make decisions.

*A Memo of Understanding Concerning Effective College Governance Process* was presented to and approved by the College Council on September 25, 2006. (A copy of this MOU was given to each of the Senators) The agreement follows the standing policy of all district and college set guide lines, which we shall follow, despite possible previous lack of adherence to these guide-lines.

President Rocha charged the Academic Senate to start work on our Educational Master Plan, which expires in 2007. This is to be accomplished by the end of this academic year. He asked for guide-lines and not generalities. A plan is needed so, a Retreat to start work is set for Friday, November 3, 2006 on campus, 4th floor of the HLRC. This event has Patricia Siever as faculty facilitator for our working/planning session. All shall be welcome. The work is to be done by the Senate, with President Rocha as resource.

The agenda as presented was here resumed. Minutes from the past four senate meetings were considered. These minutes were received by the Senate at the last meeting and since there was inadequate time for the Senators to read and consider them, approval was postponed to today. April 25, 2006 minutes were corrected and approved. May 9, 2006 minutes were corrected and approved; May 23, 2003 minutes were corrected and approved; May 30, 2006 minutes were corrected and approved; May 30, 2006 minutes were corrected and approved. It was suggested that all motions shall be labeled as MS (moved and seconded) and marked as P (approved) or F (failed) in the minutes. MSP The minutes shall reflect when the Senate President steps aside to speak and turns control of the meeting to someone else. MSP Motions shall now have their own section in the minutes. MSP

**II. Public Speakers**

There were no Public Speakers at this meeting.

**III Senate Officers’ Reports**

1. **President Eloise Crippens** reported 1. there shall be a plenary session of the District Senate, October 26-28 in Newport. She shall attend and we need to select one more delegate by next meeting. 2. There will be a District Academic Senate summit meeting September 29, 2006, to be held at the Marina del Rey.. Members of our Senate and ASO shall attend. 3. The charge of the commencement of an Educational Master Plan was again spoken of with an invitation to all for active participation. Encourage all colleagues to join in the work.

2. **Vice President Rod Patterson** reported 1. the workshop to be held by District to train leadership agents for institutional change, which will be conducted by Gary Columbo. 2. We expect to have a list of all standing committees and membership by next meeting. 3. Accreditation committee #9 to improve evaluations of faculty has met with co-chairs Bob Sprague and Rod Patterson. The division chairs have been asked to report on what system they use to track and accomplish reevaluation. 4. The ASO has been contacted to support election in
November with a non-partisan presentation by the League of Women Voters. Our library will have copies of the ballot measures available for study.

3. Patricia Siever, Treasurer reported 1. the father of Rick Mayock, philosophy professor, has passed on. We shall send an appropriate remembrance. 2. Senate needs forms for validation of monies to be allocated for conference reimburses. Our policy is $100 per faculty plus any other faculty’s donations not to exceed $500. The Treasurer requested that the Senators ask their divisional colleagues to pay faculty dues, but it was pointed out that those dues are optional. It was requested by the Senate membership that no amounts paid by individual faculty members shall be listed.

V. ASO President Greg Jennings or designee. No report was made at this time.

VI. Academic and Professional Matters

#1. The Senators do have the responsibility to carry back to faculty the wording and working of the MOU passed by the College Council on September 25, 2006.

#3. Amiee Preziosi and Marlene Shepherd are appointed to the Program Review Committee. A reminder was made that all committee appointments have expired and need to be renewed and/or reassigned. In accordance with governance agreement and in our constitution, these appointments shall have a notice of vacancies published to faculty.

#5. All committees are required to have a quorum of 50% in order to take official action. MSP

#6. Hospitality program discussion deleted reference to Msy 9th. Program MSP

#7. President shall meet with Ms. Crippens and Olga Shewfelt to clarify the status of distance learning program for our campus, since this is a Senate committee. MOU mentions DL as a recommendation.

#8. Since Bob Sprague was not present, the reassigned time issue was postponed until the next Senate meeting.

#10. Action to place the person in the office of Senate Treasurer on the Budget Committee was debated. Since some felt that any interested person should be considered instead of the officer being automatically placed on the committee; while others felt that it makes sense to have the Treasurer as member of the Budget Committee, this item was tabled for further study. MSP

#12. Accreditation Report was made my Fran Leonard, who stated that working members were still needed on the individual committees. Work is progressing on the civility, trust, and respect aspect of the up-date report for March.

Since time has elapsed for this meeting, the rest of the agenda items shall be considered at the next regular Senate meeting.

VII. Adjournment 3:11 P.M.

Respectfully submitted,

Joyce Sweeney, Interim Secretary

NEXT MEETING OCTOBER 10, 2006