### Executive Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Janet Harclerode</td>
<td>President</td>
<td>310-434-4569</td>
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<tr>
<td>Eric Oifer</td>
<td>Past President</td>
<td>310-434-8912</td>
</tr>
<tr>
<td>Mary Bober</td>
<td>Recording Secretary</td>
<td>310-434-3140</td>
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<tr>
<td>Judith Douglas</td>
<td>Treasurer</td>
<td>310-434-4856</td>
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</tbody>
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**Santa Monica College Academic Senate**

**EXECUTIVE COMMITTEE AGENDA**

**TUESDAY, AUGUST 23, 2011**

8:30 am to 2:00 pm

**BUNDY 123**

To Report Absences Click [HERE](#)

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**8:30 - 9:00 Continental Breakfast**

**9:00 - 10:00 Senate Accomplishments and Ongoing Work**

- 2010-2011 Senate Objectives and Accomplishments – Eric Oifer, Past President
- Curriculum Update – Guido Davis Del Piccolo, Chair of Curriculum
- Update on One-year Program Review Process – Mary Colavito, Chair of Program Review & Jenny Merlic, Chair of Chairs
- PDC- Opening Day, Steve Hunt and Patricia Burson, PDC Co-Chairs
- Online FLEX update – Steve Hunt and Patricia Burson, PDC Co-Chairs

**10:00 - 11:00 New Business**

- Full-Time Faculty Hires and Ranking Committee
- Senate Homepage Updates
- PDC Planning Input from chairs committee, program review, institutional effectiveness, etc.
- Student Support Services - institutionalizing the use of the three strategies—Writing Center, Supplemental Instruction, and Tutoring Centers
- Budget and Winter Session

**11:00 – 12:00 Committee Structure and Effectiveness**

- Membership
- Effective meetings
- Agenda
- Minutes
- Objectives

**12:00- 1:00 Lunch**

**1:00 – 2:00 Senate Objectives for 2011-2012**

- Institutional Objectives
- Other Senate Objectives
- Other
  - Campus Safety

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**Next Scheduled Meeting: September 6, 2011**
<table>
<thead>
<tr>
<th>Number</th>
<th>Institutional Objectives - New</th>
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<tbody>
<tr>
<td>#1</td>
<td>To complete the development of the “institutional dashboard” and use this along with other tools to evaluate program and institutional effectiveness and as a basis for providing training to members of the college community on the use of data.</td>
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<tr>
<td>#2</td>
<td>To develop and implement a plan to avoid an operating deficit.</td>
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<tr>
<td>#3</td>
<td>To develop and implement a plan to institutionalize ongoing funding for the maintenance of technology, instructional equipment, and facilities.</td>
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<tr>
<td>#4</td>
<td>To develop a comprehensive transportation plan that builds upon the “Any Line, Any Time” public transportation initiative and includes other public transportation initiatives, bicycle support, vanpool and carpool programs, and other alternative modes of transportation.</td>
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<tr>
<td>#5</td>
<td>To support the signing of the The Democracy Commitment by reviewing college programs, activities and curricular offerings to determine what is currently being done in support of students’ civic learning, civic engagement and democratic practice in order to provide a baseline for any future related practices and projects.</td>
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<tr>
<td>#6</td>
<td>To develop short-term strategies and a long-term plan toward ensuring appropriate access to tutoring, including possible space allocations, and uniformity in service delivery and staff training.</td>
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<tr>
<td>#7</td>
<td>To implement the findings of the 2010-2011 Basic Skills research project by institutionalizing the use of the three strategies—Writing Center, Supplemental Instruction, and Tutoring Centers—found to have a significant impact on student retention and success.</td>
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<tr>
<td>#8</td>
<td>To develop a plan to define and implement standards for appropriate operations and maintenance of new buildings.</td>
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<tr>
<td>#9</td>
<td>To develop a comprehensive plan that sets annual priorities for institutional resource development in fundraising as well as grants and other types of federal, state, local, and private funding.</td>
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<tr>
<td>#10</td>
<td>To implement annual delivery of standardized training for all college staff engaged in data entry involving either of the two human resources information systems (HRS and ISIS) to reduce the error rate and ensure data integrity.</td>
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<td>#11</td>
<td>To create and implement a District-wide professional development plan that includes a teaching and learning needs assessment for faculty development and incorporates CSEA professional development committee recommendations for classified staff development.</td>
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2010-2011 Academic Senate Objectives

1. Participate in the Bridging Research, Information and Cultures Technical Assistance (BRIC/TAP) COMPLETED
2. Implement and Assess SLO Portal Pilot COMPLETED
3. Pilot a series of faculty orientation workshops COMPLETED
4. Explore approaches to address cheating NOT ADDRESSED
5. Coordinate professional development opportunities information in support of the Colleges effort to develop a professional development plan ADDRESSED
6. Enhance understanding of the SMC student population ADDRESSED
7. Consider Senate’s endorsement/use of Earth Charter COMPLETED
8. Develop a plan for technology needs assessment that will address enhancement and replacement of equipment ADDRESSED
9. Recommend to District ways to enhance tutoring and generate actionable data Substantially Completed.