

# ***ACADEMIC SENATE AGENDA***

*Tuesday, November 16, 2004*

The Santa Monica College Academic Senate will meet in **B144** at **11:15 a.m.**

❖ ❖ Senate agendas are available at [www.academicssenate.com](http://www.academicssenate.com)

## **AGENDA**

Public Comments:

Information Items:

1. President's Report -- Lesley Kawaguchi
  - a. Governance Structure Work Group
  - b. Stanback-Stroud Diversity Award -- nominees
2. Hayward nominee -- Peter Geltner, ERC

Action Items:

1. Approval of the minutes of the Nov. 2, 2004, Academic Senate meeting

New Business:

1. The Governance Structure Work Group recommendations -- discussion

### **Adjournment**

**NEXT SCHEDULED MEETING: NOV. 30, 2004**

**Action Items: Nov. 16, 2004**

### **SUBJECT 1: APPROVAL OF THE MINUTES OF NOV. 2, 2004**

It is recommended that the minutes from the following meeting of the Santa Monica College Academic Senate be approved as distributed:

#### **Minutes of the November 2, 2004, Academic Senate Meeting**

**Present:** Brenda Antrim, Fariba Bolandhemat, Espy Bolivar-Owen, Suzanne Borghei, Nate Brown, Alan D. Buckley, Katarina Cerovic, Cary Childress, Mary Colavito, Guido Davis Del Piccolo, Vicki Drake, Tina Feiger, Gilda Feldman, Robert Foster (*Associated Students*), Dennis Frisch, Makiko Fujiwara-Skrobak, Peter Geltner, Carl Gettleman (*Classified Senate*), Janet Harclerode, Steve Hunt, Janie Jones, Josh Kanin, Lesley Kawaguchi, Marcella Kelly, John Kennedy, Lucy Kluckhohn Jones, Helen LeDonne, Fran Manion, Laura Manson, Moya Mazorow, Suzanne McDonald, April Mizuki, Pete Morris, Peter Morse, Toni Randall, Vicki Rothman, Saul Rubin, Christine Schultz, Marci Spiegler, Susan Sterr, Michael Strathearn,

Richard Tahvildaran-Jesswein, Gary Todd, Esau Tovar, Odemaris Valdiva, Albert J. Wong, David Zehr.

**Excused:** Garen Baghdasarian, Fran Chandler, Elizabeth Chávez, Elaine Roque.

**Absent:** Greg Brookins, Georgia Farber, Kathy Flynn, Ethan Gallogly, Lynn Goodin, Diane Gross, Christian Hart, John Henderson, Christine Holmgren, Ricky Manoff, Jim Pacchioli, Sue Ann Pinner, Paris Poirier, Lantz Simpson, Eleanor Singleton, Howard Stahl, Marc Trujillo, Robert Ware, Sal Veas.

**Guests:** Fred Zimmerman, Satoshi Yamoji, Leon Marzillier, Ken Mason, Mike Soldatenko, Al DeSalles, Winniphred Stone, Julie Yarrish, Maria Alvarado.

Chair Kawaguchi declared a quorum at 11:23 a.m.

### **Public Comments:**

1. Marce Kelly, Sabbaticals. Please apply for College sabbaticals. Eight sabbaticals are available and the deadline for application is March 7, 2005. There will be an orientation for interested faculty in the Loft On November 16 and 18.
2. Phil Hendricks, President, CSEA. The proposed reconfiguration of the Media Center was planned outside of shared governance structures. The CSEA would like to work with the Senate to solve remaining issues. The classified employees on preparing a response to the proposed recommendations from the College Governance Structure Work Group.

### **Information Items:**

1. President's Report, Lesley Kawaguchi, President
  - o Leon Marzillier, Area C Representative, was introduced to Senators.
  - o Governanace Structure Work Group. The Work Group has reached consensus on basic principles for College governance, which will be distributed to the College community.
  - o Hayward Award Nominations. Tina Feiger nominated Dan Nanini for the Hayward Award. Alan Buckley nominated Terry Green. Voting on the Hayward Nominee will be conducted over the Internet and will close on November 15.
  - o Academic senate for the California Community Colleges Plenary Session Report. The Plenary Session voted to postpone a decision regarding new Math and English requirements for the AA degree. Common course numbering is once again the subject of action by the state legislature.
  - o Retirement of Graham Pope and Annette Shamey. The Academic Senate will express its appreciation of the service of retiring Trustees Pope and Shamey at the November 15 Board of Trustees meeting.
2. Media Center Changes, Winniphred Stone and Al DeSalles. Plans for the reconfiguration of the Media Center were presented to Senators.

### **Action Items:**

1. Approval of Minutes, October 19, 2004, as perfected
  - o M/S (Tovar/Morse). **Approved unanimously.**
2. New Courses, Certificates, Renaming/renumbering Courses, David Zehr, Curriculum
  - o New courses: ET 44B, "Game Design and Interactive Play Mechanics II;" English 41, "Introduction to Asian American Literature." Certificates: Web Programmer Career Certificate (30 units). Renamingh and Renumbering: Cinema renamed Film Studies and their courses renumbered, effective Fall 2005. Approved unanimously.

3. Academic Senate Budget, Odemaris Valdivia, Treasurer
  - o M/S (Antrim/Bolivar-Owen). **Approved unanimously.**
4. Second Reading Board Policy 2512, "Computer Use (New)," Steve Hunt, Information Services
  - o M/S (Tahvildaran-Jesswein/Frish) to table. **Approved unanimously.**

M/S/approved (Zehr/Tovar) adjourning at 12:40 p.m.

**NEW BUSINESS: GOVERNANCE STRUCTURE WORK GROUP  
RECOMMENDATIONS**

**Governance Structure Work Group  
Draft Recommendations to Board  
October, 2004**

**College-Wide Planning Group Recommendations**

***I. Recommendations with Consensus***

- A.** Committees will be designated, reinvented, or newly formed to address planning for the following areas:

1. Budget
2. Human Resources
3. Facilities
4. Student Services
5. Technology
6. Instruction

Members of each of these Committees will have expertise in the area that they address.

- B.** Each Committee will be composed of an equal number of representatives from each of the College's constituency groups: Faculty, Classified Staff, Administration and Students.

- C.** Each constituency will designate a lead person from the individual planning group

to serve on the College-Wide Planning Group.

- D.** All participants on the Committees and the College-Wide Planning Group will be selected by their constituency groups.
- E.** The roles and responsibilities of recommending bodies decision making entities in the College will be clearly defined and communicated so that all members of the community and all participants on the Committees and Planning Group are clear about where and how decisions are made.
- F.** The College-Wide Planning Group will engage in long term strategic planning and will plan for contingencies that are caused by unforeseen externally influenced circumstances.
- G.** Recommendations from the Committees will be made directly to the College-Wide Planning Group.
- H.** Recommendations from the College-Wide Group to the Superintendent/President will be clearly and universally communicated in the minutes of its meetings and will sent to the Board of Trustees and the College Community by various mechanisms (ie: hardcopy, email, website, Corsair, etc...)
- I.** There should be regular verbal communication through and to constituency groups (students, classified staff, faculty and administration.) These communications should include updates from the Committees and The College-Wide Planning Group and should be regular items on the agendas of all constituency groups.
- J.** Minute taking of the meetings of the College-Wide Planning Group and each of its

Committees will be rotated through group members or will be taken by a neutral third party and will be checked with group members for accuracy before being forwarded to another decision maker.

- K.** All recommendations made by the College-Wide Planning Group to the President/Superintendent will include a rationale.
- L.** If and when the Superintendent/President makes a decision regarding significant issues and the decision is contrary to the recommendation of the College-Wide Planning Group she/he will explain to the Group why the decision is different from their advice.

***2. Issues for which there is not yet consensus***

- A.** Number of representatives on individual planning groups and the Collegewide Planning Group
- B.** Chairs for individual planning groups and for the Collegewide Planning Group
- C.** Communication of recommendations to the Superintendent/President and the Board