PRESENT: Dr. Linda Lacy  ABSENT: Dr. Jim Albanese
    Bill Farmer  Dr. Ted Stolze
    Dr. Stephen Johnson  David Fabish
    Lola Rizkallah  Richard Crother
    Debra Moore  Dean Mellas
    Lynn Laughon  GUEST(s): Renée DeLong Chomiak
    Schelly Thomas  Nina Motruk
    Jody Lindsay  Francie Quaas-Berryman
    Julie Mun  Dr. Bryan Reece

I. MEETING CALLED TO ORDER
Dr. Lacy called the meeting to order at 1:05PM.

II. INTRODUCTION OF NEW EMPLOYEES & ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITIES – None

III. APPROVAL OF MINUTES – November 2, 2009
Mr. Farmer made a motion to approve the November 2 minutes; Ms. Rizkallah seconded the motion. The minutes were approved as presented.

IV. BOARD AGENDA – None

V. ITEMS FROM INSTITUTIONAL COMMITTEES

Developmental Education
Ms. Quaas-Berryman distributed the attached minutes from the committee’s October 20 meeting. Ms. Quaas-Berryman stated that the committee is coordinating with the iFALCON team and Student Success Taskforce to evaluate student orientation formats to share ideas and discuss ways to expand orientation workshops. They are also collecting data and developing a plan to establish a Student Success Center to support developmental learners in preparing for and succeeding in college-level courses and programs. She shared that three StrengthsQuest Educator Seminars have been held on campus and the next seminar is scheduled for January 10 which is intended for classified staff. Ms. Quaas-Berryman concluded by stating that a regional workshop was held in late October to discuss strategies to better integrate part-time faculty with developmental education.

Dr. Lacy thanked Ms. Quaas-Berryman for her report.

Matriculation
Ms. DeLong Chomiak shared that approximately 2,600 students who registered for Fall 2009 were notified of new student orientations and that 1,548 attended on-campus orientations, 951 students completed online orientations and 278 student athletes attended athletic orientations. Counseling Services has served approximately 11,000 students this semester even with major cuts to categorical funding. Since there are fewer funds available they are relying more on group work to serve students. The committee will coordinate with the iFALCON team, Developmental Education Committee and Counseling Services department
to discuss standardizing orientation formats to meet student needs. She also noted that the 3rd annual High School Counselors Conference is scheduled for December 4.

Dr. Johnson acknowledged the Counseling Services department on how it has responded to student needs while faced with budget cuts.

Dr. Lacy thanked Ms. DeLong Chomiak for her report.

VI. ITEMS FROM FACULTY SENATE STANDING COMMITTEES

Professional Relations
Ms. Motruk distributed the attached agenda and minutes from the committee’s September 15 and October 20 meetings, an outline of the Outstanding Faculty Evaluation Process for 2009-2010, and the Outstanding Faculty Selection Timeline. The nomination period began November 2 and will end on December 2. Notices have been posted on the Daily Falcon and also at various locations on campus. After the nomination period has ended, the committee members will review and score the nomination forms to determine this year’s winners. The awardees will be announced to the Faculty Senate in March and the ceremony is scheduled for Thursday, April 22.

Ms. Motruk stated that she met with Ms. Moore to discuss sending notification letters to all nominated faculty to acknowledge their nomination and include copies in their personnel files. This has not been done for many years but they agreed to restart this practice. She also stated that the committee is recruiting faculty representatives from the Business Education and Liberal Arts divisions. The committee is also working on developing its webpage to post important information.

Dr. Lacy thanked Ms. Motruk for her report.

VII. STATUS OF SHARED GOVERNANCE

Student Success Plan
Dr. Reece stated that the administration and Faculty Senate organized the Student Success Taskforce to develop a Student Success Plan for the college. A draft Student Success Plan was presented to the college at the General Faculty Meeting on October 29 and finalized after receiving feedback. The final plan was presented and approved by the Faculty Senate on November 17. Mr. Farmer made a motion to approve the Student Success Plan and Dr. Johnson seconded the motion. The motion passed (9-0-1). Dr. Lacy applauded the taskforce for its efforts to develop the plan.

Mr. Farmer stated that the Student Success Taskforce has also developed a recommendation to establish a College Committee on Student Success. He reviewed the proposed shared governance description for this committee including its purposes, membership and reporting guidelines. Dr. Johnson proposed that a Counseling Services representative be added to the committee membership to include a faculty member from the student services area. The other Coordinating Committee members agreed that since representatives from specific divisions are not listed, the membership should not be revised. Mr. Farmer also noted that a Counseling Services member may be appointed to this committee as the faculty representative or via an ex-officio position.

Mr. Mellas suggested that the student representation be increased from (1) to (2) as this committee’s work is very important for students. Dr. Reece agreed and suggested that the
membership be modified to include the ASCC President (or designee) and one student representative appointed by ASCC.

Mr. Mellas made a motion to forward the proposal as revised to the Faculty Senate for its review and approval; Mr. Farmer seconded the motion. The motion passed unanimously. Once the proposal is approved by the Faculty Senate, it will be presented to the Coordinating Committee for approval to add the College Committee on Student Success to the college’s shared governance document.

VIII. REPORTS FROM COORDINATING COMMITTEE MEMBERS
Ms. Moore stated that she attended an Academic Senate Plenary Session last week which was interesting and informative.

IX. PRESIDENT’S REPORT
Dr. Lacy stated that a President’s Message was emailed to the campus on November 13. The email also included her goals for 2009-2010, the Accreditation letter from the Accrediting Commission dated June 30 and the follow-up visit team report. She shared her goals with the Faculty Senate on October 27 and had promised to share them with the entire campus. She also noted that Mr. Farmer had shared the Accreditation information with the campus in July and that it is important to maintain open communication.

The next Board Meeting is scheduled for December 9 which is also the annual organizational meeting to elect Board officers. Re-elected and newly elected Board members will take their oaths of office and the Board will set its meeting dates for 2010.

X. ADJOURNMENT
Meeting adjourned at 2:00PM.