MINUTES
Leadership and Governance Strategic Planning Committee
October 26, 2005
ATEC 105

Attendees: Gail Zwart (Chair), Beatriz Vasquez, Jim Sutton (Co-Chair), Deborah Tompsett-Makin, Ruth Smith, Julie Taylor, Jason Parks, Gerald Cordier

1. Report on Structure of Academic Senate and Election of Representatives.

Deborah shared the information she had gathered regarding the future structure of the Academic Senate and election of representatives. For this year (2005-2006) there will be a District Senate composed of the Presidents and Vice Presidents of the three campuses. There will continue to be a district academic senate committee. During the next year the three campuses are expected to develop their own campus committees that reflect the district committees. All campuses are to have their own curriculum committees, professional growth and sabbatical leave committee.

The Moreno Valley campus Academic Senate is composed of a President, Vice President, and Secretary/Treasurer. They elect their senators from departments. The number of representatives is based on 15% of the full time tenure track faculty in the department (proportional representative system). According to their constitution every department will have one representative.

Riverside City Campus has a President, Vice President and Secretary/Treasurer. They elect one representative from each department. Riverside is currently discussing the possibility of building their committee structure to mirror the subcommittees that meet before the board of trustees.

Norco has a President, Vice President and Secretary/Treasurer. The original constitution indicated election of members would be based on “Areas of Studies” but these do not exist naturally in the institution and therefore it has been realized that it is difficult to get these areas together to meet. Therefore, the Norco Academic Senate will be working to change from their current structure to a representation that will elect from the existing departments. Norco is currently developing a curriculum committee and is working on further committee structures.

November 7 is the next District Academic Senate meeting.

2. Discussion of Committee Role

There was discussion on what items in the Leadership & Governance standard refer to the District and which pertain to each campus. The word “institution” is used several times and it is unclear if this refers to District or Campus. Gail will meet with Dr. Davis to ask for clarification.
3. Leadership & Governance Charge

   Gail will prepare a rough draft and e-mail it to all the committee members for their review and input.

4. Review of Assigned Areas of the Standard by Each Committee Member.

   Each member read and discussed their assigned area of the standard with the entire committee. This discussion provided an overview for clarification and allowed different thoughts/perspectives to be shared. We will continue with this review at the next meeting with Dr. Vasquez reviewing Section B (2-c).

5. Delegation of Tasks

   - Committee needs a copy of Goals and Mission Statement
   - Gail will discuss the definition of “institution” with Dr. Davis to determine if it refers to the district level or the campus level.
   - Deborah will check into progress of Academic Senate structure on Norco campus.
   - Gail will draft a Charge for the committee and e-mail it to everyone for their review and input.
   - The committee will continue review of assigned areas of standard at next meeting.
   - All committee members will review and become familiar with the District website before the next meeting.
   - Next Leadership and Governance Strategic Planning Committee meeting will be November 16 at 12:45 (ATEC 105).