I. Call to Order
   • President Green called the Senate to order at 1:04 p.m.

II. Approval of the Minutes
   • The minutes were approved as submitted.

III. President’s Report
   • Board of Governors: Manual Baca’s term coming to an end. In order for him to be considered for a second term, our faculty must recommend a second term.

       MOTION: The Academic Senate recommends and supports Manual Baca for a second term on the California State Board of Governor’s. (Rebecca Green, Brian Brutlag; MSPU)

   • Public Commendation: On behalf of the Academic Senate, President Green to Fran Cummings for her outstanding work on the Transfer Option, CCC Apply, and financial aid.

   • Grading Policy Subcommittee: President Green met with Judy Pearson and Mary Becerril to discuss the retention of grade and final exam documentation. The district is required by law to
keep class rosters and grades for an indeterminate period of time. Admissions and Records needs back-up documentation for final grades. The new student services building will have a storeroom for such records. The Senate will continue exploring options to satisfy this need.

- **Communications Facilitator:** On November 4th an outside consultant will facilitate a multi-continuent group meeting; the goal of the meeting was improved communications among faculty, classified, and administrators. A follow-up meeting is planned in the near future.

- **Commendations for Joe Santoro:** The October Board of Trustees meeting witnessed outstanding community and collegiate support for Joe Santoro, Dean of Public Safety.

**IV. Committee Reports**

- **Academic Rank:** The deadline to submit applications for advancement in academic rank is November 15th.
- **Bookstore:** Textbook orders should be submitted (on paper or online) as soon as possible. Textbooks information will be linked to the online class schedule.
- **Curriculum:** No report.
- **FLEX/Staff Development:** Individual FLEX plans due by October 22. The FLEX/Staff Development is moving toward an online system, but in the interim, paper reports should be in the mail next week. The FLEX/Staff Development office is moving in two weeks to 4th floor of the (old) library.
- **IEC:** Program plans due on October 22.
- **MIS:** Beta testing of the new portal will be occurring soon. Faculty needs to continue active involvement in Banner/MIS. The original intent of the Banner Implementation Group (BIG) was to address questions and concerns inherent in the process, but now we have an executive committee. Consideration should be given to refocus the intent of the committee to meet the needs of all constituent groups. Planning Fiscal Council (PFC) should be involved.
- **Safety:** We are working on a hazardous mitigation plan. The main committee involved in creating this plan has no faculty on the
committee; the plan is being addressed by our “risk managers.” Faculty concerns can be voiced in a forum (date TBA). As a point of note, the federal government mandated we have an emergency preparedness plan in 2009.

- **Program Review**: Program Review meetings will take place during the month of November.
- **SLOs**: No report.
- **Virtual College**: The test server was updated to 9.1 on October 18th. Classes have been uploaded. Passwords will be sent to faculty.

V. **Unfinished Business**
- **Distance Education Task Force (Instructional Technology Committee ITC)**: This would be a subcommittee of the Academic Senate and a replacement for the Virtual College committee. The committee would address issues concerning the Virtual College, as well as best technological practices for online and on-ground teaching.

**MOTION**: There was a motion to un-table the September 21, 2010 motion concerning the Instructional Technology Committee. (Adam Wetsman; Matt Koutroulis; MSPU)

**MOTION (of September 21, 2010)**: The Academic Senate endorses the creation of the Academic Technology Committee (ATC) as a subcommittee of the Academic Senate, which will study and analyze the implications of recommended best practices and technological innovations for both online courses and use of technology in the physical classroom. (Ada Brown, Vann Priest)

**Friendly amendment**: It was proposed that the Virtual College Committee be dissolved as the new committee forms. (Vann Priest) MSPU

- **Library Audio Visual Task Force**: No report.

VI. **New Business**
- **Task Force for Academic Discipline**: There will be a task force to investigate and clarify the college’s policies on academic discipline. Volunteers include Brian Brutlag, Joaquin Duran, and Adam Wetsman.
• **Transfer Option**: The Transfer Option has been included in our educational pathways.

VII. **Announcements**
• The Rio Hondo College Faculty Association meeting will occur Thursday, October 21\textsuperscript{st} at 1:00 p.m. in the Board room.

VIII. **Public Comment**
• There were no public comments.

IX. **Adjournment**
• The Senate adjourned at 2:09 p.m.