Los Angeles Mission College Council
RETREAT SUMMARY
September 06, 2013
The Arroyo Room – 9:00 a.m. – 12:00 p.m.

MEMBERS PRESENT:
Present: (Need 10 for Quorum)
Perez, Monte President, LAMC
Allen, Michael Educational Planning, Co-Chair
Bortman, Walter Facilities Planning Committee Co-Chair
Griggs, Michael ASO Former President
Milke, Leslie Academic Senate President
Mignosi, Suzanne AFT Staff Guild Representative
Moreno, Monica Student Support Services Co-Chair
Ramirez, Joe Student Support Services Administrator
Roane, William Building & Constructions Trades
Rodriguez-Doucette, Zoila Supervisory Unit Representative
Sparfeld, Tobin Budget & Planning Co-Chair
Stage, Curtis Technology Committee Co-Chair
Tran, Hanh Technology Committee Administrator
Villanueva, Daniel Budget & Planning Acting Co-Chair
Vacant Operations, Local 99
Vacant Facilities Planning Committee Co-Chair

MEMBERS ABSENT:
Barbato, Louise AFT College Faculty Guild Chapter President
Climo, Michael Professional Development Administrator

NON-MEMBERS PRESENT:
Ayala, Oliva College Council Secretary
Brinkman, Cathy Dean, Academic Affairs
Echeverri, Angela Academic Senate
Hernandez, Madelline Accreditation Resource Person
Jordan, David Distance Education
Paulsen, Deborah Arts / Media / Humanities - Department Chair
Master, Sarah Dean, Institutional Effectiveness
Mendoza, Mary Louise Financial Aid
Villegas-Vidal, Ludi Dean, Student Services
Zaiens, Marie Learning Resource Center
Review of Mission Statement
President Perez

Dr. Perez stated that if there are any changes to the Mission Statement a Townhall Meeting would be held for input. One of the objectives today is solidify LAMC’s goals with LACCD’s. LAMC’s Mission Statement needs to be presented to College Council in December because the catalog goes to print in the Spring. The evidence and the progress report needs to be completed by this fall and a meeting will take place in January to finalize this items.

Dr. Lee’s Report
President Perez

A copy of Dr. Lee’s report, Accreditation Gap Analysis and Recommendations: ACCJC Recommendations 2-7 and 9, was e-mailed to the members on August 30, 2013. The report is Phase I of the work. All other recommendations not mentioned in this report will be addressed separately on a different work plan. An abbreviated version of Dr. Lee’s report was provided to the members on September 3, 2013 via e-mail. Dr. Perez met with Dr. Lee on September 4, 2013 to discuss the next steps for Phase II where nine items were identified as noted below:

1. Write the progress report
2. Recommendation 2: Working with SLO Coordinator and SLOAC and VPAA
3. Recommendation 3: Developing Office of Institutional Effectiveness’s (OIE) Work plan
4. Recommendation 4: Meeting periodically with Distance Education Committee and Coordinator
5. Recommendation 5: Meeting with VPAA for Assessment of Learning Styles and Needs
7. Providing assistance for Administrative Services on Outcomes and Program Review
8. Review all action plans (with the three vice presidents)
9. Review Data Needs for OIE and assist with the Research and Evaluation Data Needs Identification, prioritization and work plan

Vice President Michael Allen and Dr. Lee met and had a conversation on Learning Styles vs. Learning Needs. Michael Allen will send the articles discussed to College Council for feedback. Dr. Lee will work with Danny Villanueva to develop a matrix for the Bookstore, Facilities, etc.

Lastly, ASO Elections will be held on September 23, 2013 and ASO students will be appointed to the various committees by Melina Calderon, ASO Vice President.

Finalizing the LAMC Strategic Planning Goals
Sarah Master

At the August 20 retreat, the Shared Governance Committees worked on revising and updating their objectives and action items. Sarah Master provided a handout on the work that was done and compared it with the District’s Strategic Plan Goals. Sarah read the four District goals and talked about how they align with our goals. The following changes were made:
Goal 1: Expand access to educational programs and services and prepare students for success.

Goal 2: Strengthen institutional effectiveness through a culture of evidenced-based decision making, planning, and resource allocation, process assessment, and activities that promote professional development and collegiality.

Goal 3: Improve quality of educational programs and services so as to increase students’ success in attaining their educational goals.

Goal 4: Maintain fiscal stability through effective planning and evaluation, and encourage a greater focus on revenue enhancement.

Goal 5: Sustain user-friendly and innovative technology to meet the needs of students, faculty, and staff.

Goal 6: Increase community engagement and expand business, community, and civic partnerships.

Sarah will provide a template with instructions to each of the Shared Governance Committees to work on their Smart Objectives as assigned to each below. An update on this work will be provided at the next College Council meeting, September 19, 2013. The objectives will be sent to Sarah who is gathering the information.

Goal 1: Assigned to EPC & Student Services.

Goal 2: Assigned to all Shared Governance Committees.

Goal 3: Assigned to EPC & Student Services.

Goal 4: Assigned to the Budget & Planning Committee.

Goal 5: Assigned to the Technology Committee.

Goal 6: Assigned to Student Services, Educational Planning Committee, Office of the President.

**Revamping the Shared Governance Task Force**

*Leslie Milke*

The following recommendation was presented: *Revamp the SGTF to become the Shared Governance Oversight Committee (SGOC). Members to include 2 faculty, 1 administrator, and 2 classified staff to be appointed by the appropriate constituency leadership. This committee will be a standing committee of College Council.* Michael Allen moved and D’Art Phares seconded; the motion passed with no abstentions.
Election of College Council Co-Chairs

Joe Ramirez

Angela Echeverri nominated Daniel Villanueva; Danny accepted. Suzanne Mignosi moved and Zoila Rodriguez-Doucette seconded; the motion passed unanimously.

D’Art Phares nominated Leslie Milke. Leslie accepted. Suzanne Mignosi nominated Tobin Sparfeld, Tobin accepted. The results were 6 to 8 in favor of Tobin Sparfeld.

Danny Villanueva & Tobin Sparfeld will serve as co-chairs of College Council for a two-year term.

Meeting Adjourned: 12:00 PM