MEMBERS PRESENT:
Present: (Need 10 for Quorum)
Perez, Monte President, LAMC
Barbato, Louise AFT College Faculty Guild Chapter Pres.
Bortman, Walter Facilities Planning Committee Co-Chair
Calderon, Melina Interim ASO President
Maldonado, Jose Facilities Planning Committee Co-Chair
Master, Sarah Program Review Oversight Committee Co-Chair
Mendoza, Mary Lou Shared Governance Oversight Committee Chair
Milke, Leslie Facilities Planning Committee Co-Chair
Moreno, Monica Student Support Services Representative
Mundt, Dorothy AFT Staff Guild Representative
Phares, D’Art Educational Planning Committee Co-Chair
Ramirez, Joe Student Support Services Administrator
Roane, William Building & Constructions Trades
Rodriguez-Doucette, Zoila Supervisory Unit Representative
Sparfeld, Tobin Budget and Planning Committee Co-Chair
Villanueva, Daniel Budget and Planning Acting Co-Chair
Vacant Operations, Local 99

MEMBERS ABSENT:
Allen, Michael Educational Planning Committee Rep.
Andrade, Maricela Professional Development Committee Co-Chair
Climo, Michael Professional Development Committee Co-Chair
Tran, Hanh Technology Committee Administrator
Yamada, Ryan N. Technology Committee Co-Chair

NON-MEMBERS PRESENT:
Ayala, Oliva Hernandez, Madelline
Flood, Pat Montes, Darlene
Griggs, Michael Torres, Rosalie

The meeting convened at 3:05 p.m. and was chaired by Tobin Sparfeld.

APPROVAL OF RETREAT MEETING MINUTES: The minutes from February 4, 2014 (retreat) were presented for approval with one correction to remove the words, “at its winter retreat.” Leslie Milke moved to approve the minutes, William Roane seconded; the motion passed. The minutes from February 20, 2014 were also presented for approval. Danny Villanueva motioned to approve, William Roane seconded; the motion passed.
ASO – Michael Griggs, Student Trustee, announced that ASO President Carlos Lara has resigned and Ms. Melina Calderon is officially the new ASO President. ASO has completed a very successful Covered L.A. Campaign. Melina reported hosting a panel discussion for Black History Month and ASO is working on another panel for Women’s History Month.

WORK ENVIRONMENT COMMITTEE – Jose Maldonado who is a member on this committee reported the ongoing issue with the blinds.

REPORTS FROM STANDING COMMITTEES

ACCREDITATION COMMITTEE: Madelline Hernandez, Accreditation Steering Committee Co-Chair, happily reported on the completion of the Accreditation follow-up report and thanked everyone who was a part of completing the report. The presentation to the Board of Trustees’ Institutional Effectiveness Committee went well last week. The report will be presented to the Board of Trustees for approval next week and the Senate approved it today. Lastly, the report will be mailed to ACCJC on March 13, 2014. ASC will continue to meet regularly.

STRATEGIC ENROLLMENT MANAGEMENT COMMITTEE: Dr. Perez was at the meeting and the committee discussed the class schedule. The District is looking at a 4% growth but nothing has been finalized yet. The Strategic Enrollment Management Plan is official and no longer draft.

SHARED GOVERNANCE OVERSIGHT COMMITTEE: Mary Lou Mendoza, co-chair of the Shared Governance Oversight Committee, reported on the committee’s meetings; they will be meeting on the 4th Tuesday of the month. The committee is also reviewing and revising the committee self-evaluation form and had a discussion on the training for ASO representatives. Dr. Perez asked Mary Lou to invite Jason Bordbar to join the training discussion.

PROGRAM REVIEW OVERSIGHT COMMITTEE: Sarah Master, Program Review Oversight Committee co-chair, referred to the November, December, and January minutes and the updated Program Review Structure chart submitted for the February 20, 2014 meeting. PROC also had a meeting in February. Sarah asked everyone to look at the chart to see if they need to be doing program review (VPs should notify their respective units). The committee is also discussing comprehensive program reviews (CPRs) and their validation – for the most part, EPC will review the Academic and Instructional Programs, SSSC will review the Student Services Programs, and Facilities and Planning will review the Administrative Services Programs, and the issue of CPRs for Division offices (and other special offices) is still being discussed. PROC has also reviewed feedback from the fall program reviews and made some suggestions for the spring program review. The program review system is currently open. They are planning on doing some training in April to show some of the changes that were made. In January PROC voted Sarah Master to be the voting member on College Council. Lastly, the committee is working on revising the Program Review Handbook.

RESEARCH ADVISORY TASK FORCE: Sarah Master, Dean of Institutional Effectiveness, reported on the committees meetings in December and February. Their last meeting will be next week because this is a short-term Task Force and they’re on track to finish their work next week. Discussions on what data gets collected and reviewed should be take place in the committees responsible for the different types of data/measures – in this way, there will be a distributed review of data on campus. RATF adopted a process for the annual review and revision for institution set
standards and this will be brought to College Council at the next meeting. They discussed campus training needs and ways to promote campus dialogue regarding the use of data and research; this will wrap up the work of RATF.

REPORTS FROM SHARED GOVERNANCE COMMITTEES

BUDGET & PLANNING COMMITTEE – Tobin Sparfeld, co-chair of the Budget & Planning Committee, reported on today’s meeting where they did the ranking of the overbase requests submitted by the VPs. This will be presented at the next College Council meeting. The ranking results will be placed on their website. Danny announced that FTES numbers look good. LAMC has the lowest cost of education in the District and we are the only campus who has met their FTES goal.

EDUCATIONAL PLANNING COMMITTEE (EPC) – D’Art Phares, Educational Planning Committee co-chair, reported on this year’s Comprehensive Program Review process. The committee is four members short and they’re looking at Charter changes in terms of membership. This will be brought to College Council. EPC is also looking at their workload which might be turning people away from the committee. They’re working on solutions to this.

FACILITIES PLANNING COMMITTEE – There was no meeting due to the start of school, per Wally Bortman.

PROFESSIONAL STAFF DEVELOPMENT COMMITTEE – No report.

STUDENT SUPPORT SERVICES COMMITTEE – Monica Moreno, Student Support Services co-chair, reported on the committee’s February meeting where DSP&S presented issues regarding ADA compliance. The website is not ADA compliant and is not accessible to students who are hard of hearing and visually impaired. Also, classroom books need to be translated into braille and videos need to be closed captioned. Student Support Services will work with DSP&S to address these issues. The next meeting will be on March 11, 2014.

TECHNOLOGY COMMITTEE – No report.

PRESIDENT’S REPORT – President Perez thanked all those who worked on the Accreditation Follow-up Report. The following action item was presented by the Accreditation Steering Committee: Approval of the final draft of the Accreditation Follow-up Report. Danny Villanueva moved and William Roane seconded; the motion passed unanimously. There will be a workshop tomorrow at Trade-Tech on the planning for the 2016 ACCJC visit.

ADJOURN: Meeting adjourned at 3:50 p.m.