Los Angeles Mission College Council
September 18, 2014
Campus Center - 1:30 p.m. – 3:00 p.m.

MEMBERS PRESENT:
Present: (Need 10 for Quorum)
Perez, Monte
  President, LAMC
Allen, Michael
  Educational Planning Committee Co-Chair
Austria, Rod
  Technology Committee Administrator
Bortman, Walter
  Facilities Planning Committee Co-Chair
Castillo, Milagros
  AFT Staff Guild Representative
Gosen, Ray
  ASO President
Milke, Leslie
  Academic Senate President
Roane, William
  Building & Constructions Trades
Samii, Bamdad
  Professional Development Committee Co-Chair
Master, Sarah
  Program Review Oversight Committee Chair
Mendoza, Mary Lou
  Shared Governance Oversight Committee Chair
Phares, D’Art
  Educational Planning Committee Co-Chair
Ramirez, Joe
  Student Support Services Administrator
Rodriguez-Doucette, Zoila
  Supervisory Unit Representative
Sparfeld, Tobin
  Budget and Planning Committee Co-Chair
Villanueva, Daniel
  Budget and Planning Acting Co-Chair
Yamada, Ryan N.
  Technology Committee Co-Chair
Vacant
  Operations, Local 99

MEMBERS ABSENT:
Barbato, Louise
  AFT College Faculty Guild Chapter Pres.
Andrade, Maricela
  Professional Development Administrator
Maldonado, Jose
  Facilities Planning Committee Co-Chair
Moreno, Monica
  Student Support Services Representative

NON-MEMBERS PRESENT:
Eguaras, Louis
Enos, Kelly
Flood, Pat
Hernandez, Madelline
Osborne, Bill
Sanchez, Jesus
Scheib, Jolie
Villegas-Vidal, Ludi

ADDITIONAL COLLEGE COUNCIL MEETINGS
October 16, 2014
November 20, 2014
December 18, 2014
The meeting convened at 1:34 p.m. and was chaired by Danny Villanueva.

**APPROVAL OF MINUTES:** D’Art Phares moved and Zoila Rodriguez-Doucette seconded the motion to approve the July 17, 2014 minutes. The minutes were approved with one abstention.

D’Art Phares moved and William Roane seconded the motion to approve the August 26, 2014 minutes. The minutes were approved with two abstentions.

**ASO REPORT:** Ray Gosen reported on CSUN’s charging stations for phones and laptops and how they might work at LAMC. ASO is working on “grow healthy” vending machines and with Culinary Arts to stock them with fresh food/fruit on both sides of campus. ASO is looking at getting a massage chair vending machine for students to use. The first pre-Law club is being established under the advisement of David Jordan in order to utilize the Pathways to Law School Grant.

**PROP A/AA/MODEL J PROGRAM UPDATE:** Bill Osborne provided a copy of the Project Status Report. The report includes status on the Media Arts Center, the Campus Modernization I, Campus Modernization II, and the Central Plant. A copy of the report is on file. LAMC will be getting a new project manager in the next few weeks. Dr. Perez thanked Bill Osborne for his dedication and work to LAMC. Gateway was not selected as one of the project management firms.

**WORK ENVIRONMENT COMMITTEE (WEC):** The first meeting will take place Thursday, September 25, 2014. The CMS staff wants to know the status of the copy machine. Danny and Zoila are working on the logistics. There are no announcement boards at the CMS. There are designated areas, but Danny and Wally have not received new requests for bulletin boards. Wally is working on the shades for the windows campus-wide. The situation with the bathrooms in the LRC is getting better. Toilet paper in the CMS at night runs out. The campus is short staffed on custodians but the college will be filling these positions and addressing the toilet paper issue in the CMS.

**STANDING COMMITTEES**

**ACCREDITATION STEERING COMMITTEE (ASC):** ASC met on September 10th. There will be a Town Hall meeting on September 23rd to announce the Mission Statement and discuss/celebrate our affirmation of accreditation. Kelly Enos, ASC co-chair, provided status on Recommendations 2, 5, 7, 9, and 14 for the follow-up report. An accreditation workshop will be planned for the team leads for the next self-evaluation report due in Spring 2016. The next ASC meeting will be September 24th. The following action item was presented: To adopt a time line for the follow-up report. Leslie Milke moved and William Roane seconded; the motion passed unanimously.

**STATEGIC ENROLLMENT MANAGEMENT COMMITTEE:** Per President Perez, LAMC is currently 2 students short of 11,000 students for Fall 2014. LAMC has higher enrollment than Harbor and West and they have more sections. We have the highest average class size at 36/37 students per class. The Enrollment Management Plan on the website still reads “draft,” this needs to be corrected. There was talk of having a small winter intersession, which will mostly likely be on-line sections. LAMC has the lowest cost of instruction in the District.

**SHARED GOVERNANCE OVERSIGHT COMMITTEE (SGOC):** Mary Lou Mendoza provided a copy of the 2013-2014 Narrative Evaluation of Shared Governance Committees. Some committees
are having difficulty meeting quorum and some still have membership vacancies. Danny will ask I.T. to create a template for all Shared Governance Committees to use for their websites.

PROGRAM REVIEW OVERSIGHT COMMITTEE (PROC): PROC has not yet had their first meeting of the year and are working on establishing their meetings for the year. The first meeting will be October 7, 2014 and all future meetings will take place on the first Tuesday of the month from 1:30 – 3:00 p.m.

REPORTS FROM SHARED GOVERNANCE COMMITTEES

BUDGET & PLANNING: The College’s budget for this year is $27 million. The committee has determined a ranking schedule for over-base requests this fall. LAMC’s utility bill is $1.9 million. A report is on file. Leslie Milke, Academic Senate President, wants to go on record by saying, the College needs to do a better job of including shared governance in the discussion on how block grant money is spent because some of it is ear-marked for instruction. In response to Accreditation’s recommendation, there is a 5 year plan for Repair and Replacement of Technology and it is being funded.

EDUCATIONAL PLANNING COMMITTEE (EPC): The committee is working on comprehensive program reviews. The committee approved two members from the Math and Developmental Communication disciplines. A report is on file.

FACILITIES PLANNING COMMITTEE (FPC): WEC and CPM provided reports to FPC. There was discussion on electric charging stations on campus, repurposing old white boards, and bulletin boards for the CMS campus. FPC will be discussing their goals at the next meeting. Deborah Paulsen has been working on an “Art on Campus” policy.

PROFESSIONAL AND STAFF DEVELOPMENT COMMITTEE: This committee still has some membership vacancies. The committee is working on a Multicultural Day for November 13, 2014. A report is on file.

STUDENT SUPPORT SERVICES COMMITTEE (SSSC): The committee completed all of their comprehensive program reviews. They are starting their next cycle in Spring. SSSC is two committee members short. Joe Ramirez would like to have workshops for faculty and staff on 3SP. The Counseling position is posted and closes in October.

TECHNOLOGY COMMITTEE (TC): The committee’s first meeting of the semester will be next week. They will be looking at the Technology Replacement Plan. Block grant money will be used to fund copiers for reprographics, computers for the LRC and throughout the campus.

PRESIDENT’S REPORT: A Town Hall meeting will take place on September 23, 2014 to confirm the Mission Statement and give an Accreditation report. The Student Learning Outcomes Summit will be on October 17, 2014. Dr. Perez and Sarah Master gave a presentation on the Strategic Plan to the Board of Trustees. There was a meeting on Monday with Gonzalez Goodall on the Facilities Master Plan and the design of the Central Plant. Board of Trustees asked for the Educational Master Plan. D’Art wants to align the Educational Plan with Accreditation. If there is a new Bond in 2016
the three main things on the list are the Student Services building, Athletic Fields, and Central Plant upgrade.

**NEW BUSINESS:**

**Annual College Approved Events to Fund:** What college sponsored events should the college fund and what other events should be funded by each department? Leslie Milke and others will be forming a committee to create a list and present it to College Council as an action item.

Culinary Arts will be having an Oktoberfest event and Jessie Sanchez, on behalf of Culinary Arts, is requesting liquor to be served. This is will help Culinary Arts generate extra funds for unforeseen expenses. Danny Villanueva is waiting to hear back from the District.

**ADJOURN:** Meeting adjourned at 3:20 p.m.