Executive Members Present: Angela Echeverri, David Pardess, Gina Ladinsky, Deborah Paulsen and Leslie Milke

Executive Members Absent: Louis Zandalasini


Voting Members Absent: Stephen Brown, Mike Climo, Kelly Enos, John Klistner, Myriam Levy, Jose Luis Ramirez, and Robert Smazenka

Faculty Present: Nancy Smith, Sheri Loper, Robbin Jefferies, Curt Reisberg, Mari Rettke, Diana Bonilla, Yolanda Ramil, Tobin Sparfeld, Tigran Mkrtchyan, Yoon Yun, and Robert Schwartz

Proxies: Angela Echeverri for Stephen Brown, Angela Echeverri for Mike Climo, Madeline Hernandez for Kelly Enos; Tigran Mkrtchyan for Robert Smazenka

I. Call to Order: President Echeverri called the meeting to order at 1:42 pm.

II. Approval of Minutes: The March 2011 minutes were approved (Long/ Pazirandeh)

   Abstentions: Mark Pursley and Leslie Milke

III. Officers Reports

A. President’s Report – Echeverri

1. Administrative and Faculty Hiring at LAMC:

   • Presidential Search: The selection process for our next permanent president has been completed. On Wednesday, March 9th the Board of Trustees announced that Dr. Monte Perez had been selected for the position. Dr. Perez is scheduled to start at Mission on May 1, 2011. Highlights of his career and education include:

     1. President of Moreno Valley College from 2008-present.
     2. Vice President of Student Services at Golden West College from 2004-2008.
     3. Provost/Vice President of Academic Affairs and Administration at National Hispanic University in San Jose, CA from 2000-2004.
     6. Ph.D. and Masters Degree in Public Policy, Planning and Administration from the University of Southern California. BA in Social Science Government from Cal State LA.

   • Faculty Hiring: The number of full time hires required in order for LAMC to maintain the minimum Full Time Obligation Number (FON) for Fall 2011 has been determined to be six. Given the current budget crisis and the presidential transition, we are still waiting to hear how many faculty (if any) will be hired this year.
2. **Budget Crisis**: The budget situation for community colleges in California is looking increasingly pretty grim at this point. Tax extensions will not be on the ballot and it is unclear whether we will have a summer session. The colleges are preparing for budget cuts in 2011-2012 that could exceed 15%. Contract negotiations are currently underway and there will be pressure on the unions to make major concessions.

3. **SB1440 Update**: At the state level, the first four Transfer Model Curriculum (TMC) majors have been approved in Math, Sociology, Psychology, and Communication Studies. Several additional TMC for Early Childhood Education, Geology, History, Physics, Theater, Kinesiology, and Administration of Justice/Criminal Justice are under review until April 12, 2011. I strongly encourage you to review the TMC in your disciplines and provide input as needed. In order to be in compliance with the low we need to have at least two degrees in place by fall 2012. To view all approved and proposed TMC please visit: [http://www.c-id.net/](http://www.c-id.net/)

4. **DAS Report**: The last DAS meeting took place at West Los Angeles College on 3/10/11. The following item was approved:
   - **Constitutional Change**: DAS approved a constitutional change that must be ratified at the local campuses. Amendment to the DAS Constitution
     
     *The Constitution of the District Academic Senate of the Los Angeles Community College shall be amended to change Article 4 to:

     *Officers of the District Academic Senate will include: President, Immediate Past President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, and Parliamentarian. Officers shall serve two-year terms.*

     **Background:**
     
     The workload of the DAS President and Vice President has expanded considerably in the last four years, owing to greater Senate involvement in several areas. A second Vice President would be very helpful. The 2nd Vice President would be responsible for chairing the District Curriculum Committee as his/her primary duty. The 1st Vice President would chair the Equivalency Committee, as well as assist the president. Due to changes in our budget elsewhere, we can add this position with no increase in our total allocation.

     **This constitutional change will be voted on during our regular LAMC Academic Senate election to be held on Tuesday April 26th and Wednesday April 27th.**

     The next DAS meeting will be on Thursday, May 12th at 1:30 pm at Valley College.

5. **Facilities Concerns**: The Los Angeles Times finished publishing a series of six articles on the LACCD Bond Program. The articles raised many concerns about wasteful spending, shoddy construction and the management of the program. One of the articles focused on Mission College. In response to the articles the Board fired LACCD Facilities Director Larry Eisenberg at its March 9th meeting. Chancellor LaVista announced the formation of an independent citizens’ oversight panel by April 27th to address the following areas: costs comparisons, technical support for decision makers, quality improvement in documentation and review of key decisions, and a system of checks and balances to ensure ethical and prudent decision making.

6. **ASCCC Report**
   - **Discipline List Changes**: The following resolutions for recommendations to change the minimum qualifications for several disciplines will be considered:
Health: Master’s in health science, health education, biology, nursing, physical education, kinesiology, exercise science, dietetics, or nutrition OR Bachelor’s in any of the above AND Master’s in public health, or any biological science OR the equivalent.

Education: Master’s in education, teaching, OR Master’s in a recognized K-12 subject matter; OR the equivalent AND hold or have held a state-approved K-12 teaching credential.

Accounting: Master’s in accountancy or business administration with accounting concentration OR Bachelor’s in business with accounting emphasis or business administration with accounting emphasis or economics with an accounting emphasis AND Master’s in business, business administration, business education, economics, taxation, or finance OR the equivalent.

NOTE: A Bachelor’s degree with a CPA license is an alternative qualification for this discipline, pursuant to Title 5 §53410.1.

New Discipline Proposals
- Classics: Master’s in classics OR a bachelor’s in classics AND a master’s in history (with a concentration in ancient Mediterranean areas), English literature, comparative literature, classical archaeology OR the equivalent.
- Art History: Masters in Art History, History of Art and Architecture, or Visual Culture/Visual Studies; OR Bachelors in Art History and Masters in History; OR Masters in Art with a recorded emphasis or concentration in Art History OR the equivalent.
- Military Studies/Military Science: The professional experience required for this discipline must be in the military paygrade of E-7 or above)

Other Proposals
There are several resolutions to not forward proposals for the following disciplines:
- Changes to Existing Disciplines: Theater Arts, Ethnic Studies, and Education
- New Disciplines: Sustainability, Peace Studies and Futures Studies.

Repeatability of Arts and Physical Education Classes: Several resolutions have been drafted in the topic of repeatability of activity courses.

9.03 S11 Eliminate Repeatability for “Activity” Courses
9.04 S11 Defining Repeatable Visual and Performing Arts Courses
9.04.01 S11 Amend Resolution 9.04 S11
9.05 S11 Defining Repeatability in Physical Education Courses
9.05.01 S11 Amend Resolution 9.05 S11
9.06 S11 Repeatable Courses
9.07 S11 Course Repeatability and Title 5 Changes

B. Treasurer’s Report-Zandalasini

Report on account at the Pacific Western Bank:
- Faculty Senate Checking Account $1,803.47
- Carla Bowman Scholarship $3,887.48
David Lee Moss Scholarship $ 457.31
Faculty dues are $25 and are due if you have not yet paid. Please give your payment to Louis. Make checks out to LAMC Academic Senate. Cash is also accepted. Donations are tax deductible.

IV. Public Address:

President Kathleen Burke-Kelly: The president spoke on the dire budgetary conditions ahead for LACCD. She outlined the proposed budget reductions and the impact it will have on Mission College. Her address can be found at:


Jan Silvers and Monica Moreno: Child Development Programs have been severely cut. Parents of the children attending child care have been notified that as of right now, child care at Mission may come to an end and be outsourced. Most of the parents are Mission students. In effect, there is nowhere for these children to go because all child care at all community colleges is being cut. Monica has been sending letters out, including to the governor. Monica urged everyone to write to their legislators to request not only funding for community colleges, but specifically for Child Development Programs to be able to continue the child care program. In effect, the children create the “lab” aspect of our Child Development Program. Losing this aspect of the program is equivalent to chemistry courses losing labs. In other words, the child care aspect of the Child Development Program is required for our Child Development students to succeed and for us to maintain best practices.

Monica and Jan urged everyone to have students sign letters provided by Child Development, requesting that the lab aspect of the Child Development Program be allowed to continue and to be funded. Hundreds of letters have already been signed but more are needed.

V. Committee Reports

A. Curriculum Committee - Pazirandeh

The following actions have been taken by the Curriculum Committee during March 2011, and are hereby submitted for Senate approval:

<table>
<thead>
<tr>
<th>Course/Program</th>
<th>Action</th>
<th>Date</th>
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<tbody>
<tr>
<td>Anthropology 101</td>
<td>Update</td>
<td>3/1/2011</td>
</tr>
<tr>
<td>Art 204</td>
<td>Update</td>
<td>3/1/2011</td>
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<tr>
<td>History 185</td>
<td>Update</td>
<td>3/1/2011</td>
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<td>History 285</td>
<td>Update</td>
<td>3/1/2011</td>
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<tr>
<td>History 385</td>
<td>Update</td>
<td>3/1/2011</td>
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<tr>
<td>Child Dev 45</td>
<td>Update</td>
<td>3/1/2011</td>
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<tr>
<td>Child Dev 63</td>
<td>Update</td>
<td>3/1/2011</td>
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<td>Course</td>
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<tr>
<td>Law 13</td>
<td>Update</td>
<td>3/1/2011</td>
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<tr>
<td>Astronomy 1</td>
<td>Update</td>
<td>3/15/2011</td>
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<tr>
<td>Child Dev 11</td>
<td>Update</td>
<td>3/15/2011</td>
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<tr>
<td>Child Dev 44</td>
<td>Update</td>
<td>3/15/2011</td>
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<tr>
<td>French 1</td>
<td>Update</td>
<td>3/15/2011</td>
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<tr>
<td>Child Dev 7</td>
<td>Addition of a District Course</td>
<td>3/15/2011</td>
</tr>
<tr>
<td>Child Dev 34</td>
<td>Addition of a District Course</td>
<td>3/15/2011</td>
</tr>
<tr>
<td>Portuguese 1</td>
<td>New Course</td>
<td>3/15/2011</td>
</tr>
</tbody>
</table>

The course outlines for the March meetings can be viewed at the following links:

http://www.lamission.edu/enrollment/c/c030111.htm
http://www.lamission.edu/enrollment/c/1.html

The Senate unanimously voted in favor of the outlines submitted.

**B. Distance Education – Jordan**

Distance Ed is going through a substantive change for accreditation. EPC did a program review and determined that besides having a certificate for the delivery system used, a second certification is also required in online pedagogy for all online teachers. All online faculty must have the online pedagogy certificate no later than August 15, 2011 for fall classes. In addition, some online classes that have been taught since 2002 have never undergone a shell review. As part of the substantive change, any shells that have not previously gone through a shell review, will now be required to have its shell reviewed. The Distance Ed committee is currently reviewing the affected shells, and will assign a pass or fail to the shell. If the shell receives a fail, it will be pulled from the fall schedule and Chairs will be notified before the final galley for the fall schedule, so that courses that do not pass are pulled for fall.

**C. District Academic Senate – Echeverri**

See President’s report.

**D. Educational Planning Committee - Silver**

EPC Meetings held March 21st, April 4th 2011

Summary of Agenda Items Discussed:
• Educational Master Plan was approved at the Academic Senate Meeting March 3, and at College Council March 17th. The final copy is being completed and will be forwarded Academic Affairs and to Hanh Tran for posting.
• EPC recommended that 61 hours of summer school be offered for summer 2011 and focused on basic skills to permit students to continue their path to graduation, transfer and certificate completion.
• Strategic Enrollment Management is preparing a SEM plan to share at the next EPC (April 11th) divided into subcommittees to draft the governing handbook.
• The Curriculum Committee is working on training for unfamiliar programs and formalizing the process for approval of new programs. EPC and/or Senate will make a decision about whether expired courses can be offered. A faculty handbook on the curriculum process will be created.
• Comprehensive Program Review was conducted for the Life Sciences Department at the April 4th meeting.

Report of Action Items (if any):
• Approval of Educational Master Plan 2010-2015

D. Education Master Plan – Prostak

No report.

E. Budget and Planning – Milke

See President Burke-Kelly’s Public Address for a report on the budget. Budget and Planning is supports the cancellation of summer school. Be prepared that Budget and Planning is going to be making unpopular decisions, but it the only way the school can stay solvent as a result of the difficult budget crisis.

F. College Council – Milke:

College Council will be presented with several recommendations. Two important recommendations are a recommendation to create an Accreditation Steering Committee and a recommendation to create a Program Review Committee. We have a good process in place for our academic side and our student services side for program review, but our validation processes are not consistent. We need a Program Review Committee to get the whole cycle consistent across all divisions.

G. Faculty Hiring Prioritization Committee –Prostak

The committee had a meeting scheduled for March 25. However, due to illnesses and meeting double-booking, a quorum was not reached.

Hahn Tran provided the committee with a proposal for how and what data collection to include in the policy revision. She will continue to serve as a resource person for the FHPC.

We attempted to have a replacement meeting prior to Spring Break, but availability was an issue.
We will have our next regularly scheduled meeting on April 29.

**H. Student Learning Outcomes and Assessment – Flood**

All 15 Academic department Student Learning Outcome and Assessment Excel spreadsheets have been updated, and active courses (based on the 2010-2011 College Catalog) as well as inactive courses (based on the Fall and Spring Schedule and consultation with department chairs) have been indicated. Of the 553 courses listed in the College Catalog, 92% have SLOs and defined assessments (98% of all 453 active courses); 63% have been assessed (74% of active courses); 47% have completed changes or modified curriculum as a result of the assessments (55% of active courses).

All 12 Student Service areas have defined Service Area Outcomes and plans for assessment; 7 of the 12, or 58%, have done some formal assessment; and 5 areas, 42%, have made some changes as a result of their assessments. All 12 divisions are planning assessments for this spring. Less formal assessments are done on a regular basis.

In addition, the 8 Administrative Service areas now have clearly defined SAOs and assessment plans including the Bookstore, Budget Office, Business Office, Master Calendar, Personnel/Payroll, Plant Facilities, Purchasing/Contracts, and Reprographics/Mailroom, and they all are working on an assessment for this year.

The District SLO Symposium is on Friday, May 6, from 10 a.m. – 2:00 p.m. at Trade Tech. Bob Pacheco from Barstow College will be moderating a panel of experts who will be addressing the question of “How do we meet SLO proficiency by Fall of 2012?” Following the panel discussion, there will be poster sessions. We would like each department to send a representative to do a poster presentation about an SLO assessment they have done. Presenters will receive triple flex credit.

**I. Essential Skills Committee – Prostak**

The ESC met on March 16, 2011.

The ESC is working with Academic Affairs to develop guiding principles for course scheduling in terms of an equitable distribution of hours among basic skills, transfer, and CTE. Factors being looked at include data, to focus on the mission of the institution, and availability of revenue from grants.

The Math rep reported out on the district’s Math Summit held earlier in March at LATTC. Some of the topics were contextualized learning and accelerated pathways such as “Stat Way.” LAMC Math Dept is discussing moving in these directions.

The District Student Success Initiative is particularly focused on these types of accelerated and contextualized learning programs to enhance student completion and success. A task force of the SSI has been assembled to explore efforts to improve orientation.
At the suggestion of Dev Com faculty, the ESC has put together a task force to explore updating and implementing an EDU-6 course in which students would provide unpaid tutoring as a course requirement. In response to an inquiry from the Ed Planning Committee, a representative from the Child Development/Education Department will be appointed by the department chair to serve on this task force.

The LRC Academic Success Center is working with Title V to see if we can secure funds for the purchase of Reading Plus. This is a web-based program that offers students independent work at the remedial, corrective, and developmental levels. The program provides students with structured, silent-reading development. A limited pilot of this program was done by the LRC last semester with encouraging results.

The LRC Science Success Center is working with Title V to increase the number of tutors in physics, astronomy, and anatomy.

In the fall, Title V will pilot a program of supplemental instruction in ESL 6, ESL 8, English 21, English 28, Biology 3, Chemistry 51 and Chemistry 52.

The Basic Skills Coordinator is awaiting details from the Chancellor’s Office on the status and amount of Basic Skills Funds for 2011-2012.

**J. Commencement Committee – Long**

The graduation ceremony will be held June 7 at the quad at 5 pm. The keynote speaker will be Alex Padilla. The MC is Margie Long. The Co-Grand Marshals are Suzanne Richardson and Eloise Cantrel. The Faculty Marshals are John Klistner and David Pardess. The ushers are Mike Climo, Lilamani de Silva, Cindy Cooper, and Ludi Villegas-Vidal. The announcers are David Pardess, Ludi Villegas-Vidal, Monica Moreno, and Margie Long. The board member will be Nancy Pearlman. She is the second VP and she will represent the board at our graduation.

All faculty are to report to the hospitality room at 4 pm. The hospitality room might possibly be changed to our new building. You will be notified for the exact location for the hospitality room as we get closer to the event. A notice about ordering caps and gowns will come from Zoila in the bookstore via email.

**H. Academic Rank Committee – Long**

The committee is accepting applications for academic rank change through 12 noon, Friday, April 12, 2011 for all new applicants. The forms are posted online and are easily accessible to all faculty. Instructions are given on the forms for full-time and adjunct faculty. For adjunct faculty, please turn in your forms to Jeannie Cassara and she will submit them to Margie. For full-time faculty, please turn-in your completed application with documentation to Margie at Office 12 in the Instructional Building. The committee begins the approval process on Friday, April 29, at noon. Late applications will not be processed.

The committee has become aware that some faculty consider the academic rank process to only be a formality. Since this is a senate committee, the committee asked for clarification on this.

President Echeverri responded that every campus has a slightly different process. For example, East considers the rank of professor to be given to faculty who receive tenure and they have done away with a Rank Committee. At universities, rank affects paychecks. At LACCD, rank does not affect paychecks, so
some do wonder why we have a Rank Committee. This position is not Angela’s position, but the position held at other LACCD campuses.

The committee will continue to follow their current guidelines until they receive notification from the senate to do otherwise.

Angela stated that our by-laws state that we have a rank committee and there are no current plans to change that right now.

K. Elections Committee – Jefferies
Angela announced that there are many new people on the election committee - Robin Jefferies, Steve Nerud, and Roza Ekimyan. Robin said that the elections are going to be on April 26 and 27 from 9-6 pm in the Faculty Lounge in the Instructional Building. There will be treats throughout the day.

VI. Old Business:

1. Old Business
   A. Curriculum Approval-Pazirandeh: Approved course outlines can be viewed at:

   http://www.lamission.edu/enrollment/c/c030111.htm

   http://www.lamission.edu/enrollment/c/1.html

VII. New Business

1. New Business
   A. DAS Constitutional Change: Proposal to create a second DAS vice president position.
       See President’s Report
   B. EPC recommendation on Summer 2011-Echeverri/Silver
       See EPC’s Report
   C. Art Display Policy-Paulsen
       An anonymous complaint was made about a student exhibit. This drew attention to the fact that we do not have a policy in place regarding student art, whether it is drawings and paintings, performance art, or any type of expression. As a result, the department researched various policies in use from other campuses and found one from San Jose University for both academic freedom and artistic freedom. The following policy was proposed and will be discussed at the senate’s next meeting:

   Arts/Media/Humanities Department Policy on Art Display and Performance 3/30/2011

   Academic Institutions provide artistic exhibits and performances to encourage artistic creativity, expression, learning and appreciation. Works of visual and performing arts are important, because they can enhance our experience and understanding of social institutions and the human condition.

   Academic Freedom* that extends to the creation and presentation of visual and performing arts ensures greater opportunity for imaginative exploration best serves the academy.

   The Art/Media/humanities Department uses discretion to present works which emphasize the formal and creative aspects of our academic programs. These works which include art, film and performance; demonstrate the quality of art training at Los Angeles Mission College have been deemed acceptable for public display.
Los Angeles Mission College as an institution may not endorse specific artistic presentations, nor do the presentations necessarily represent the institution. If there are any questions or concerns regarding a specific presentation, please contact the Department Chair.

*resource, San Jose University, statement on Academic Freedom and Artistic Expression, www.sjsu.edu/senate/s92-12.htm

Announcements

- **DAS Meeting**: Thursday, May 12 at 1:30 pm at Valley College (Lunch at 12:30 p.m.)
- **Honors Ceremony**: Thursday April 14, 2011. Contact Debra Manning for more information.
- **ASCCC Spring Plenary Session**: April 14-16, 2011 at the Hyatt Regency in San Francisco.

**Opening of Culinary Arts Building**: Scheduled to take place either May 7 or 14. Please contact Louis Zandalasini for more information

The meeting was adjourned at 3:31 pm.

Respectfully submitted by Gina Ladinsky, Secretary.