Executive Members Present: Angela Echeverri, Madeline Hernandez, Louis Zandalasini, Gina Ladinsky, Deborah Paulsen, Pat Flood, Mike Climo, and Mark Pursley

Executive Members Absent: Leslie Milke,

Voting Members Present: Jan Silver, Tobin Sparfeld, Steve Nerud, John Morales, Gloria Daims, Afri Walker, Jose Luis Ramirez, Margie Long, Yolanda Ramil, John Klitsner, Marie Zaiens, Edward Casson, Robert Smazenka, Said Pazirandeh, Rudy Garcia,

Voting Members Absent: Robert Schwartz, Kelly Enos, Ife Keller, Steve Brown

Proxy Holders: Madeline Hernandez for Kelly Enos, Angela Echeverri for Gary Prostak

Faculty Present: Tigran Mkrtchyan, Carol Akl, Ryan Yamada, Parvaneh Mohammadian, Louise Barbato, Riye Park, Cindy Luis, Geri Shapiro, Monica Moreno, Lilamani DeSilva, Steven Niles, Daina Bonilla, David Jordan, Richard Rains, Michong Park, Cindy Cooper, Hossein Asili, and Jose Maldonado

Guests: President Monte Perez, Sandy Thomsen

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

II. Approval of Minutes: The September 2011 minutes were approved. (Ramirez/Long pending modifications requested by Ramirez)

III. Officers Reports

A. President’s Report - Echeverri

1. Administrative and Faculty Hiring at LAMC:
   - LAMC Vice President of Administrative Services: This position has been vacant since Vice President Karen Hoefel’s departure last year. The deadline for application for the position ended recently. President Perez has requested one representative of the Academic Senate, AFT 1521, and staff AFT 1521a to serve with the District CBO and a sister college Vice President of Administrative Services to interview 7 candidates for Vice President of Administrative Services at Mission College. The Personnel Commission has tentatively set the interview date for October 18, 2011.
   - Faculty Hiring: Three new probationary faculty members were hired in Math: Bamdad Samii, Ryan Yamada, and Roula Dakdouk.
     Cynthia Luis, one of our adjuncts, has been selected for tenure track faculty position in ESL and should start next week.
     Hiring committees for tenure track positions in General Counseling, EOPS Counseling, and a limited contract full-time Transfer Center Counselor have finally been assembled.
President Perez also agreed to hire an additional probationary position in Food Service management to start in Spring 2012.

2. **Achieving the Dream (AtD):** All nine LACCD campuses are participating in this data based student success initiative. The composition of the LAMC **core team** and **data teams** has been established.

   **Core Team:** Alma Johnson-Hawkins, Joe Ramirez, Angela Echeverri, Dr. Perez, Hanh Tran, Stephanie Atkinson-Alston, Gary Prostak, Susan Polk, Debbie Wong & Carol Akl, Louise Barbato, Veronica Cox, Leslie Milke and Madeline Hernandez, Pat Flood, Janice Silver, Ludi Villegas, Dennis Schroeder, and Rolf Schleicher

   **Data Team:** Alma Johnson-Hawkins, Joe Ramirez, Angela Echeverri, Dr. Perez, Hanh Tran, Nadia Swerdlow, Nick Minassian, Bob Smazenka & Ryan Yamada, Gary Prostak, Gina Ladinsky, Myriam Levi, Monica Moreno, Mike Reynolds, Dennis Schroeder

The DAS summit focused on AtD and was held at Valley College on September 23rd. The following upcoming activities have been outlined:

- **October 2011:** Host focus group training for faculty and staff.
- **November 2011:** Conduct student focus groups in the identified areas and collect data.
- **December and January 2012:** Review the quantitative and qualitative data. Based on this review host meetings to have faculty and student services staff, administrators and others propose and design interventions to increase student success.

3. **Faculty teaching and Learning Academy (FTLA):** The academy is a joint effort between the LACCD administration and the District Academic Senate to foster high standards of teaching and learning scholarship. The deadline for the fourth FTLA cohort is November 23, 2011. Please visit the website for applications and additional information: [http://ftla.laccdssi.org/2011/09/22/apply-for-ftla/](http://ftla.laccdssi.org/2011/09/22/apply-for-ftla/)

4. **DAS Report:** The last DAS meeting took place at City College on 9/8/11. Several motions were noticed for December, 2011.

   **A. Motion on Academic Rank was presented by Immerblum (East) noticed:**

   **Move that the DAS:**

   - Retires the current Academic Rank Policy,
   - Creates a new DAS Academic Rank Policy that states: “Each college may establish its own Academic Rank policy that is approved by that college’s academic senate,”
   - Maintains an official file of each college’s policy, and
   - Ensures that each college in the district accepts academic rank titles of those full-time faculty from sister colleges that have senate approved policies.
Additionally, if verification forms for Academic Rank are required as part of a college’s academic rank policy, each college will manage this clerical task locally.

B. Cross-listing Revision (E-65), noticed: The DAS recently approved this administrative regulation, but it has become necessary to move the following step earlier in the process:

Step 5: Following all college approvals, the initiator of the proposal will consult with the appropriate DAS VP to obtain contact information for each District Discipline Committee and will be responsible for obtaining approval from each of the District Discipline Committees. The initiator will have ninety (90) days (excluding summer) to gain approval.

C. Residence Requirement (BR 6201.13), noticed: Under the current policy, if a student at one college has to take his/her last classes at another college, the degree awarded will be from the latter college. The proposed residence requirement states the following:

Residence Requirement: Students must complete at least twelve (12) units of work in residence with at least six (6) in the major for the degree being awarded at the college conferring the degree. Students must be in attendance at a college within the district during the semester within which the student applies for graduation. The governing Board may make exceptions when it determines that an injustice or undue hardship would be placed on the student.

D. District-wide Priority Enrollment: The deans of admissions decided that any continuing student could enroll in classes as a continuing student at any other LACCD college; this went into effect in Spring of 2011. East soon alerted the DAS to possible problems with this policy; the concern is that many students outside their service areas wound up taking classes at East. Immerblum noticed the following motion for consideration in December, 2011:

The District Academic Senate recommends that any college in the district have the option to “opt out” of the district-wide priority enrollment practice.

E. Continuing Student Priority: Beaulieu explained that there is a question whether as a district we should prioritize differently.

Two changes to the current priority policy have been proposed:

a. Add another group of students called “continuing students on probation”, who would have less priority than continuing students.

b. LACCD students would be limited to 19 units in the district.

The next DAS meeting will be on Thursday, December 8 at 1:30 pm at Trade Tech College.
5. **Facilities Oversight:** The LACCD Office of the Inspector General released a very critical report on the selection of the Contractor for the Student Services Building. The Los Angeles County District Attorney just announced that it will open a preliminary investigation into the selection of the LACCD Inspector General:


The LAMC report by the Office of the Inspector General can be viewed at:

http://laccd-oig.org/pdfs/INV-010_LAMC_Scoring_PS.pdf

The Los Angeles Times published an article based on the above report on 9/23/11 which can be viewed at the link below:


The Executive Board of the Academic Senate has proposed expanding the membership of the Facilities Planning Committee to increase oversight of the Bond Construction Program.

B. **Treasurer’s Report**—Zandalasini

- Faculty Senate Checking Account $1,573.47
- Carla Bowman Scholarship $3,387.48
- David Lee Moss Scholarship $357.48

Faculty dues are $25 and are currently due. 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 Monte Perez:** The president stated that we started the semester with just over 10,700 students, offering a reduced number of sections. In terms of the budget, the LACCD is facing a 28 million dollar workload reduction which represents a 6.21% cut across the board. In January, the state may enact additional mid-year cuts. If that occurs, the worst case scenario is the projection of a 40 million dollar workload reduction for the district, which would bring us to an 8.21% reduction. If mid-year cuts occur the District Budget Committee has recommended using the district reserves to fill the shortfall, which the Chancellor has agreed to. If we take an additional 40 million dollar cut next fiscal year, we probably won’t see that replenished. We have to plan ahead for 2012-13. Fortunately, we did our financial projections for Mission and even with our ending balance of 1.2-1.3 million dollars left over, which we were able to keep, our budget was reduced from 28 million to 26.4 million. We have to find some ways to economize this year, which we are doing. But at this point given our spending limits and the commitments we made, we will be in the hole at the end of the year. Based on assumptions of new culinary arts food management, and based on assumptions of people who left, a little bit of money was conserved, but we brought people in to replace those who left. Further, based on a 5% increase in step and column and many other assumptions that we have to build in, we are looking right now at about a
The President is reorganizing by introducing all procedures are followed. Wrental income and increasing international students. Regarding international students it’s best that we follow a standardized process. That may come to light by 2012. The other possibility is that perhaps revenue in California will improve. If Facebook goes public, that will bring business to California which may translate into the education sector. There’s new legislation proposed to collect off-shore drilling taxes that will go into an education fund. But until these and other sources of funding to higher education are found, we need to budget accordingly. The last place the district wants to cut is classes because that goes against the crux of our core, which is to serve students. Perez stated he did not that want to cut the spring term in order to economize and his goal is to keep spring intact. Fortunately LAMC was recently awarded a $4.3 million STEM Grant which will be offering a summer bridge program for science and technology. Last summer we offered basic skills courses and that can be done again. The conversation is still fluid; the president stated he would like to hear your ideas.

The next topic of importance is construction. A problem occurred with the scoring process for selection of contractors at two campuses. According to an investigation by the Office of the Inspector General, the contractor selection panels at West Los Angeles and Mission Colleges changed their scores midstream. At Mission, rescoring of the proposals for the Student Services Building resulted in one contractor (FTR) being moved up to the number one position and receiving the contract over another contractor. The LACCD Inspector General, suggested that we standardize the scoring process immediately, eliminating the practice of changing scores. Now on the face of it, people might change their minds, but because millions of dollars are involved, it’s best that we follow a standardized process. Additionally, the District Attorney and the City Council are investigating the hiring of the LACCD Inspector General. Therefore, two independent bodies are investigating the Inspector General hiring process. Furthermore, the LACCD has imposed a 30-day moratorium on all future contracts. As a result, our central plant project is on hold for 30 days. Finally, one contractor (SMC) for our Media Arts Building walked off the job. We are going through a legal situation with them; the contractor did the same thing at Valley. The company appears to have a habit of getting money, starting projects, and leaving without finishing them.

Regarding the Associated Student Organization (ASO), they are going through growing pains. It has to do with the ASO leadership, which was initially comprised of only four students. Disagreements occurred on a variety of issues. Robert Crossley, Joe Ramirez, Monica Moreno, the President and others intervened and the conflict was reduced. New senators were appointed, which added more student representation. The President will attend ASO meetings every two weeks to give them a report. Perez encouraged faculty to support the ASO; he heard that certain faculty have said things to keep the conflict going. Faculty should not interfere with the internal decision making of the ASO.

As far as the budget is concerned, one of our goals is revenue enhancement. Two big assumptions are rental income and increasing international students. Regarding international students, there is some concern as to how they are processed. For example, do they get the 12 units, and are they following proper procedures. Student Services needs to work closely with faculty and Academic Affairs to be sure all procedures are followed. We need to welcome international students. This will add to our community by introducing our students to cultures from all over the world and will create a global citizenry. The President will do his best to work hard to be sure that all procedures are followed.

The President is reorganizing the college based on our resources and deploying our specialty staffing situations. The State of the College Address that Perez presented at the College Council’s retreat is a...
document that ties into the reorganization. It’s on the website. There are multiple areas mentioned in that report: Revenue Enhancement, Articulation and Collaboration, the Bond Construction Program, and Community Outreach. As a result, Perez decided he would like to deploy staffing some areas in a different way. The reorganization is a way to reach out to possibly bring more programs to the campus, and to have greater articulation and collaboration with K-12. The STEM Grant will help. Perez would like to have joint programs in science, technology, and math, which we can do with the new STEM grant.

**John Klitsner:** The athletic department is holding a fund raiser this coming Saturday night with poker tournaments. You can sign up ahead of time or at the door. No cash is allowed to be given out but there will be gift cards given out. First prize is $500, second prize is $350, and third prize is $150 in gift cards. There are also dinner and movie prizes as well. If you are interested in playing poker and would like to support the athletic department please come. Everyone is welcome. They would like to get about 50 more players to come.

**Monica Moreno:** Gave an update about the Child Development Center. Faculty agreed to open the center earlier at 7:15 am so that the parent/students can arrive to a 7:30 class on time.

**Angela Echeverri:** Congratulated all the Math and Science faculty who worked on the STEM Grant. She also acknowledged the efforts of Susan Rhi-Kleinert and Young-Ji Lee who worked very hard on the proposal. It’s a 4.3 million dollar grant over five years. It’s very exciting and will be used for a lot of great things such as refurbishing computer science labs, curriculum development, and high school outreach.

**V. Committee Reports**

**A. Curriculum Committee: Pazirandeh:**

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

<table>
<thead>
<tr>
<th>Course/Program</th>
<th>Action</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration of Justice 100</td>
<td>Course Archive</td>
<td>9-06-11</td>
</tr>
<tr>
<td>English 185, 285, 385</td>
<td>Course Archive</td>
<td>9-06-11</td>
</tr>
<tr>
<td>Journalism 185, 285, 385</td>
<td>Course Archive</td>
<td>9-06-11</td>
</tr>
<tr>
<td>Speech 185</td>
<td>Course Archive</td>
<td>9-06-11</td>
</tr>
<tr>
<td>Skill Certificate-MM-Animation &amp; 3D Design</td>
<td>Program Change</td>
<td>9-06-11</td>
</tr>
<tr>
<td>Skill Certificate-MM-Graphic &amp; Web Design</td>
<td>Program Change</td>
<td>9-06-11</td>
</tr>
<tr>
<td>Skill Certificate-MM-Video Production</td>
<td>Program Change</td>
<td>9-06-11</td>
</tr>
<tr>
<td>French 185, 285, 385</td>
<td>Course Archive</td>
<td>9-20-11</td>
</tr>
<tr>
<td>History 2</td>
<td>Course Update</td>
<td>9-20-11</td>
</tr>
</tbody>
</table>
The course outlines for the September meetings can be viewed at the following links:

[http://www.lamission.edu/enrollment/c/c090611.htm](http://www.lamission.edu/enrollment/c/c090611.htm)

[http://www.lamission.edu/enrollment/c/1.html](http://www.lamission.edu/enrollment/c/1.html)

The courses were approved. (Smazenka/ Sparfeld)

**B. Distance Education: Jordan**

Jordan made a request to present a short slide presentation that is a summary of the DE substantive change. The same presentation will be made to EPC and to College Council in November. In December DE will ask for the senate’s approval, so that in January the proposal can be presented to accreditation. Starting in spring, forms that have been approved by curriculum will be posted on the website that will eventually become an addendum to an ECD portal process. In effect this will be an addendum to the course outline for the course on record for all online classes. Then it will be a fairly simply process for approval of the online class.

**B. District Academic Senate - Echeverri**: See President’s Report.

**C. Educational Planning Committee - Silver**

EPC Meetings held September 19th, October 3rd 2011

Summary of Agenda Items Discussed:

- Beginning the third year of the 3 year cycle for Program Review
- Chairs scheduled for comprehensive program reviews have been contacted
- Efforts are being made to coordinate program review with CTE program reporting
- EPC will review and Distance Education Substantive change documents and discuss at our October meeting
- EPC charter, membership update and absence policy was reviewed
Joint meeting was held with Strategic Enrollment Management to review the master plan draft. Issues were raised, discussed and revisions were made to the document which will be forwarded in draft form to the Senate and to College Council for review.

D. Budget and Planning – Sparfield:

College Financial Update

1. Perhaps not going to go through with purchase of Blackboard Connect which might enhance safety technology on campus is being reevaluated.
2. Mission College is projected to have a negative balance of approximately $111,000 this school year.
3. We received an update on the cuts from the state to the CCCs this fiscal year. Due to the cuts we anticipate that there will be no winter classes and probably no summer classes. The administration wants to keep as many spring classes as possible and currently anticipates losing 12-15 sections in the spring semester.
4. Last year Mission College spent $26.7 million. Next year’s projected expenditure is $28 million; we could only be given $25.5 million

Budget and Planning Operational Plan Timeline for 2011-12—the committee will dedicate its next meeting for a dry run of the prioritization process.

Review Evaluation of B+P Committee by SGTP and discuss Recommendations—we reviewed their recommendations and agreed to put district dates on the B+P Program Review Timeline in order to integrate larger service programs into the B+P Timeline. The committee also explored its current membership needs and the possibility of adding new members.

Report of Action Items:

The Budget and Planning Committee requests to change the charter to be able to add an additional optional voting member to the committee of a Classified Unrepresented position. This individual would be accepted to the committee for his/her term with majority approval of the committee.

Recommendations for College Council Approval:

Classified employees of Mission College, who are unrepresented, are not able to serve on the Budget and Planning Committee because there is nobody to appoint them. A current employee wishes to volunteer her expertise to the Budget and Planning Committee, yet is currently not able to be appointed as a voting member. This change in the charter would allow those employees who wish to serve on a voluntary basis to be permitted to do so in a voting capacity.

E. College Council – Stage

Echeverri reported that College Council had elections and Curtis Stage is now the faculty co-chair of College Council. VP Joe Ramirez was re-elected as the administrative co-chair.
F. Facilities Planning Committee: Klitsner

Summary of Agenda Items Discussed:

1. WEC: Office space is shifting as a result of new hires.
2. Measure J Updates: East Campus is starting “On Site work”. Parking lot for the HFAC will be closed for the semester.
3. Media Arts Center: Contractor has walked off the job. Bond Insurance Company is providing a plan about how to proceed and walking the site to check for safety issues.
4. Campus Modernization Projects 1 and 2: The chilled water loop plans have been approved by DSA. Plant Facilities may need to close some buildings which were not signed off on until the IA and IA annex are complete.
5. Library Renovation: Drawings are finished and ready for DSA submission. May take up to a year to review. Funding sources are being looked into.
6. Central Plant: Proposals for the design are ready. Design/build teams are in place to participate in the bid process.
7. East Campus Complex: Task Force has been formed to determine how the outside of the buildings are to be finished.
8. Instructional building Rooms 1006 and 1007: Foster and Kinship Care programs to be housed in 1007. There was a discussion about room INST-1006. The committee voted unanimously to convert it into one large classroom.
9. Sheriff’s Station: Discussion on where to locate the Sheriff’s Station took place. Recommendations to use the IA building will be forwarded to College Council which will save about 3 million bond dollars. Sheriff’s would take over the area used currently by Admissions and Counseling when they move to the Student Services building.
10. Nursery area: Work has been contracted and will begin at the end of the Fall Semester with occupation available by the Spring semester. Seven to ten existing bungalows will be moved. Bungalows need to be ready to occupy and a contingency plan in place.
11. CSB Bathrooms: New discussion on converting a classroom on the second floor to one staff and two Multi fixture bathrooms took place. The cost would be about $200,000 compared to $240,000 for installing a bungalow type structure behind the CSB. Ideas will be sent to the College Council in order to send out for more cost estimates so a recommendation could be made.
12. Child Development Center: Kiosk touch screen which teaches about the building and its green features and sustain is ready to be installed but there is no identified budget. District mandated that all new buildings have these Kiosks at $20,000-$30,000 but the budget source is not clear.
13. East Campus: Naming and signage of the new building needs to be decided.
14. Athletic Fields: Discussion with L.A. county parks and Recreation continue to take place on upgrading the fields and working a contract between the two agencies.

Recommendations for College Council Approval:

1. Make Instructional building classroom 1006 into one large classroom
2. Continue to gather information and firm up costs on the CSB second floor bathroom renovation.

G. Student Support Services: Moreno

Five goals for the strategic management plan were developed which are going to be brought forth to the student services committee which will be next week. They want to have something they can present so they can get that dialogue going of what they would like to do and see. Diana Bonilla is the lead over the Student Services Master Plan they would like to create. She is working on moving forward with that. An outline has been created of it at this point.

H. Faculty Hiring Prioritization Committee: Prostak

Echeverri reported for Prostak, who is sick. The committee is going to revise the application form. It will be sent out later for faculty to review.

I. Student Learning Outcomes and Assessment – Flood

To help us reach proficiency by 2012 a taskforce has been formed consisting of VP of Academic Affairs Alma Johnson, Institutional Planning Dean Hanh Tran, Academic Affairs Deans Nadia Swerdlow and Stephanie Atkinson-Alston, Senate President Angela Echeverri, Curriculum Chair Said Pazirandeh, SLO Coordinators Pat Flood and Deborah Paulsen and SAO Coordinator Monica Moreno. We are planning an Institutional Assessment Retreat, similar to our fall Flex Day, to be held on Thursday, February 2, just before the start of the spring semester.

Some additions have been made to the SLO online system: A print button has been added so that the SLO reports can be easily printed along with the rubrics. Two columns have been added to the department course listing: the status of the course (active, nonactive, archived) along with an area to add notes such as “course has not been offered in the last two years due to budgetary constraints,” and a column listing the total number of assessments for each course. Nick Minassian is working on adding a link to a Program Outcome page so that department chairs can enter their PLOs and assessment data. A number of other minor modifications have also been made such as indicating the full Catalog year, e.g. 2010-2011, rather than just the starting date of the Catalog.

The online program review SLO data reporting section is now linked to the SLO online system so that as SLO and assessment data are added, the numbers in this section will also be updated. This will be part of the annual and comprehensive reviews for each department which are reported and discussed at the EPC.

In July Pat Flood and Deborah Paulsen attended an SLO Institute in San Diego which was excellent and included many valuable resources.

On Flex Day faculty worked on Program Learning Outcomes (PLOs) with other members of their disciplines and their department chairs and discussed the results of last year’s assessments. At the end of the hour-and-a-half session, each department gave Pat a schedule of planned meetings for the semester along with a list of the key points of their discussion.

This year we are especially emphasizing program and certificate and institutional outcome assessments. Flood stressed the importance of utilizing assessment results in making planning and resource allocation decisions.
Over the summer Monica Moreno posted on the Student Support Services Web page their Service Area Outcomes and assessments. In addition, most administrative units reviewed and refined their service outcomes and developed an assessment plan. The Student Survey planned for this fall will assist them in completing their assessments. Faculty has been working on posting their assessments on the online SLO system. Some revisions of the system are continuing to be made such as exporting files to Word documents for easier review and developing a means of indicating the courses that have been assessed to date rather than by semester.

**J. Essential Skills Committee – Prostak:** No report

**VI. Old Business:**

**A. Accreditation: Hernandez**
There was training for a designated member of each standard. They went over the SharePoint and how to upload the SharePoint. Now every standard has a designated person to be able to that. The self-evaluation co-chairs and also the steering committee co-chairs have all been attending the different standard meetings. Some standards are working on increasing membership. If anyone has not yet signed up for a standard, let Hernandez know. She will gladly sign you up. All of the standards and sub-sections of the standards will be responsible for presenting at the steering committee meeting which will be Oct. 17. They will present a draft and/or will talk about their progress within the standard.

**B. Shared Governance Appointments: Echeverri**
There are still some vacancies on committees that need to be filled. We are starting to run into issues with the term limits and the membership constraint. We are only allowed to have one person per department, which is very limiting. If you have ideas, please forward them to Echeverri.

**VII. New Business:**

**A. Faculty Hiring Prioritization Proposal – Prostak:** Tabled

**B. Proclamation for Mission College Day-Long**

The proclamation below was handed out and read aloud by Margie Long.

*Whereas, the official focus of “Mission College Day” is to promote collegiality and camaraderie among the entire campus community, and*

*Whereas, “Mission College Day” is a new day when our Mission College community comes together in a show of unity, and*

*Whereas, We, as faculty, are role models for our students, and*
Whereas, “Mission College Day” is a day when faculty comes together in a show of collaborative unity along with students, staff, and administration to show we care, we

Therefore, as a part of a new tradition, propose that “Mission College Day” will be every first Tuesday of the month when faculty, along with students, staff and administration will wear a Los Angeles Mission College shirt.

Long stated the proclamation is a declaration intended to promote collegiality on campus by asking faculty, staff, and students to wear a Mission College t-shirt on the first Tuesday of each month. Long asked Echeverri for senate approval. Further, Long stated the projected start date would be Nov. 1, 2011. ASO agreed to participate and have shirts. And the following departments already have shirts: Financial Aid, Administration, PE, and Outreach. Bookstore manager Zoila Rodriguez-Doucette, has picked out three different shirts and they would like to put those online so they can be viewed by everyone. In addition, Long said she would ask Darlene Montes to include an announcement about t-shirt day in the Mission newsletter. She will also do an email blast the Monday prior to the first Tuesday of each month. Long also spoke to the Foundation, which has agreed to participate by providing several t-shirts for students. Long asked everyone to participate.

An emergency vote was requested from the floor. However, the consensus was to wait until the November meeting because the Brown Act requires a 72 hours notice prior to taking a vote and the proclamation language was not received by faculty before the deadline. In the meantime, everyone is encouraged to wear their Mission College-T on Tuesday, November 1. It was also suggested that this proposal be submitted to College Council so that it is college wide. Casson expressed concern that many of our students would not be able to afford to buy the t-shirts. Long replied the Foundation agreed to donate 10-15 shirts to students each month and would consider providing more shirts for students. If anyone has suggestions, they would be appreciated. It was pointed out that just having faculty and staff wear shirts will send a positive message to students.

C. Presidential Reorganization Plan

Based on the principles illuminated in the State of the College Address, August 26, 2011 President Perez made the following organizational changes:

Office of the President

- The Director of Instructional Television will report to the President
- The Associate Dean for Title V will report to the President
- An external grants office will be established under the President’s Office
- The Work Source Center will report directly to the President

Office of the Vice President for Academic Affairs

- An additional staff member will be assigned to community services to help grow community services and help expand contract education.
- The Director of Cooperative Education will report to an Academic Dean

Office of Vice President of Student Services
• The Director of Athletics will report to the Vice President. Physical education will remain in Academic Affairs and Athletics will be under the supervision of the Vice President of Student Services
• Additional staff resources will be dedicated to student outreach programs.
• Additional staff resources will be dedicated to international student programs.

Chief Financial Administrative Office

• A Plant Facilities Assistant or Senior Office Assistant will be hired to serve the needs of Plant facilities
• A Catering Coordinator will be hired to manage the catering, marketing, and advertising activities of Culinary Arts.
• On-going changes in the deployment of staff resources will be conducted to achieve efficiencies and customer service goals.

Additional reorganizational changes will occur in the Spring of 2011 as I assess the effectiveness of the overall college to meet its strategic goals.

D. Bond Oversight

    i. Facilities Planning Committee Proposal – Echeverri

President Perez has agreed to the Senate request expand the faculty membership on the Facilities Planning Committee. This discussion will continue at the next meeting.

B. Review of Faculty Hiring Policy - Echeverri

This will be discussed at the next meeting.

The meeting was adjourned at 3:15 pm.

Respectfully submitted by Gina Ladinsky, Secretary