Executive Members Present: Angela Echeverri, Madelline Hernandez, Gina Ladinsky, Louis Zandalasini, and Deborah Paulsen

Executive Member Absent: Leslie Milke

Senators Present: Mike Climo, Pat Flood, Kelly Enos, Janice Silver, Tobin Sparfeld, Gloria Daims, Afri Walker, Gary Prostak, Margie Long, Donna Ayers, Steve Brown, Said Pazirandeh, and D’Art Phares

Senators Absent: Mark Pursley, Steve Nerud, John Morales, Ife Keller, Robert Schwartz, Jose Luis Ramirez, Jolie Scheib, John Klitsner, Marie Zaiens, Robert Smazenka, Rudy Garcia,

Proxy Holder: Tigran Mkrtchyan for Robert Smazenka

Faculty Present: Curt Riesberg, Carol Akl, Chris Williams, Ebru Durukan, Yoon Yun, Jason Bordbar, Riye Park, Cindy Luis, Vilma Bernal, Adeida Gomez, Monica Moreno, and Tigran Mkrtchyan

Guests: President Monte Perez, Vice-President Michael Allen, Vice-President Daniel Villanueva, and ASO President Michael Griggs

I. Call to Order: President Echeverri called the meeting to order at 1:40 pm.

II. Approval of the Agenda: Motion to approve by Echeverri carried unanimously (Silver/Phares)

III. Approval of Minutes: Approval of May 2 minutes are postponed until September

IV. Officer Reports

A. President’s Report – Echeverri

1. We will be hiring a few positions over the summer. The job postings for a librarian and an athletic instructor will close early in July. The first committee meetings will be held in July and will finish by the end of July.

2. There is a proposal regarding the Food Service Management position, which was requested as a permanent position, but there is a request to limit it a one year position. If this is approved, this will be a three week posting, since it is a limited position. Therefore the time frame will moved up. Selections will be made on June 20 and interviews beginning the week of July 8. The senate executive board will be meeting with the president on Tuesday, June 4 and additional hires will be discussed.

B. Treasurer’s Report-Zandalasini

- Faculty Senate Checking Account $1,466.37
- Carla Bowman Scholarship $ 2598.68
David Lee Moss Scholarship $457.84

Faculty dues are $25 and are currently due.

IV. Public Address:

Pat Flood honored Angela with flowers on behalf of the entire senate and thanked her for her nine years as Academic Senate President.

VI. Old Business:

A. Approval of Curriculum Committee Recommendations – Pazirandeh

The following actions have been taken by the Curriculum Committee at the May meetings, 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>Computer Science 516</td>
<td>Addition of a District Course</td>
<td>5-07-13</td>
</tr>
<tr>
<td>Chemistry 212</td>
<td>Addition of a District Course</td>
<td>5-07-13</td>
</tr>
<tr>
<td>Computer Sci 436</td>
<td>Update</td>
<td>5-07-13</td>
</tr>
<tr>
<td>Math 137</td>
<td>New Course</td>
<td>5-07-13</td>
</tr>
<tr>
<td>Admin Justice 4, 8, 39, 160</td>
<td>Update</td>
<td>5-07-13</td>
</tr>
<tr>
<td>DE – Art 101</td>
<td>New Distance Ed course</td>
<td>5-21-13</td>
</tr>
<tr>
<td>DE – Art 109</td>
<td>New Distance Ed course</td>
<td>5-21-13</td>
</tr>
<tr>
<td>DE – Math 227</td>
<td>New Distance Ed course</td>
<td>5-21-13</td>
</tr>
<tr>
<td>Admin Justice 14</td>
<td>Update</td>
<td>5-21-13</td>
</tr>
<tr>
<td>AA-T – English</td>
<td>New Program</td>
<td>5-21-13</td>
</tr>
<tr>
<td>AS-T – Admin Justice</td>
<td>New Program</td>
<td>5-21-13</td>
</tr>
</tbody>
</table>

The course outlines for the May 2013 meetings can be viewed at the following links:

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

http://www.lamission.edu/enrollment/c/c050713.htm

The Curriculum Committee’s Recommendations were approved unanimously.
B. Faculty Hiring Status - Fenton/Milke/Echeverri

Four positions: Librarian, Kinesiology, FSM, and DSPS Counselor will move forward. However, the proposal to adjust the FSM position to limited is due to the following: The FSM base load is 15 hours. Under Culinary Arts the base load is 21 hours. New curriculum needs to be written so Mission can align with Trade Tech and Harbor’s culinary program. So the FSM position will become a Culinary Arts position with a different load. Once the new curriculum is written, everyone will move over to the new base load of 21 hours. In the meantime, the hire for a FSM will be a limited hire.

C. Update on PACE Viability Study – Phares

PACE Viability Committee continues gathering data, and conducted an open forum seeking feedback from campus and community on May 29. The committee will begin writing its draft recommendation immediately thereafter, completing it by June 23.

D. LAMC 2013 Accreditation External Evaluation Report - Hernandez/Flood/Echeverri

The meetings are continuing once a month or as needed. The final information from accreditation, which should be in mid to late July, will determine future work/meetings. The committee is starting to put together task force groups in anticipation. The committee continues to work on AIPs.

E. SLO Assessment Update – Flood/Paulsen

1. **This semester’s SLO assessments need to be posted on the online system by June 15 at the latest.**

2. Department chairs have been asked to complete their assessment summary reports by the June 21. (Handouts regarding this were e-mailed twice to all chairs and distributed at the last COI meeting).

3. **It is important that SLO assessments be part of the all discipline/department discussion and documented in minutes.** It is very important that the results of SLO assessments be reflected upon, improvement plans be implemented and followed up on, and improvements documented. Screens to facilitate this have been added to the online SLO system.

4. **Planning in general needs to be tied in with assessment results.**

5. **Benchmarks for student success need to be established** for each SLO; in other words, what is the acceptable standard for achievement of the SLO; for example 3.5/5 on a 5 pt. rubric; or x% improvement over the previous assessment; or xx% achieving either "exemplary" or "acceptable" on a rubric; or achievement of a national standard (for ex. culinary). Two weeks ago Deborah Paulsen and I worked with Nick Minassian to add a section regarding benchmarks for each SLO on the online system in addition to textboxes about improvement and follow-up (See handouts).
VII. New Business

A. Faculty Retirements – Echeverri/Milke

The retirees were named, but no report was given.

B. Course Management System Proposal – Jordan/Ladinsky

The motion to approve DE’s recommendation that LAMC enter into a contract with Etudes Course Management System commencing July 1st, 2013 and that the contract with Moodle Course Management System (hosted by Remote Learner) not be renewed effective June 30th was approved unanimously (Brown/Pazirandeh)

VIII. Reports of Senate and College Committee Meetings

A. Commencement Committee Report – Long/Silver/Milke

Commencement Committee Report for Academic Senate Meeting on May 30, 2013
Reported presented by: Margie Long, Commencement Committee Member

- Our last meeting prior to graduation was held on Wednesday, May 29, at the Library Conference/Video Room. The following faculty were selected for our ceremony participation:
  - Faculty Grand Marshals
    - John Klitsner
    - Tere English
  - Faculty Marshals
    - Veronica Diaz-Coz
    - Curt Riesberg
  - Faculty Ushers
    - Mike Climo and Monica Moreno
  - Emcee
    - Margie Long
  - Announcers of Graduate Names
    - Ludi Villegas-Vidal
    - David Pardess
    - Margie Long
    - Guillermo Avilles-Rodriguez

- Ceremony – Rehearsal and Graduation Day
  - Faculty Rehearsal – Monday June 3, 2013  -- 3:30 to 4:00pm in Campus Center – Rm 1
  - All Faculty participants are required to attend this training. This includes Grand Marshals, Faculty Marshals, Faculty Ushers, Emcee, and Announcers of Graduate names.

- Rehearsal for ALL participants – Monday, June 3, 2013 4:00pm – Campus Center
  - ALL PARTICIPANTS MUST ATTEND This practice will be a complete run-through of the Commencement program.
GRADUATION DAY – Tuesday – June 4, 2013
All faculty must be in the Campus Center, Room 1, by 4:00pm
You may robe for the ceremony in here.
Faculty Marshals Curt Riesberg and Veronica Cox will give instructions for faculty line
up procedures, processional walking instructions and the proper etiquette protocol for
the ceremony participation.

PROCESIONAL MUSIC FOR GRADUATE ENTRANCE  ---  Music will have a trumpet
fanfare to announce the BEGINNING of the graduating Class of 2013. The traditional
processional music will begin after the fanfare. All faculty are to remain standing until the
graduates are seated.

New graduate video will be shown on all monitors throughout the campus Monday and Tuesday.
Video written and produced by Deborah Manning and Ludi Villegas-Vidal

Graduate student names will be shown on our electronic readerboard Monday, June 3,
throughout the week to Monday, June 10, 2013.

2013 Commencement Committee members
Diana Bonilla, Terry Carter, Veronica Diaz-Cox, Robert Crossley, Christine Dagdagan,
Barbara Kerwin, John Klitsner, Margie Long, Deborah Manning, Monica Moreno,
David Pardess, PhD, Joe S. Ramirez, Zoila Rodriguez-Doucette, Tobin Sparfeld, PhD,
Rosalie Torres, Ludi Villegas-Vidal

B. Educational Planning Committee – Prostak for Phares

1. ILO Assessments: EPC continued to hear reports on the first round of ILO assessment and the
   overall learning outcome assessment process.
   a. There was general agreement that it would be beneficial to bring the Curriculum
      Committee into discussions on the Learning Outcome process.
   b. EPC recommended that College Council mandate making how different units contribute
      to ILO achievement a part of each year’s Program Review process.

2. EPC approved the Distance Education Committee’s recommendations that LAMC enter into a
   contract with Etudes Course Management System commencing July 1, 2013, and that the
   contract with Moodle Course Management System (hosted by Remote Learner) not be renewed
   effective June 30th.

3. The Program Viability Ad-hoc Committee present its proposed changes to the viability process
   to EPC earlier this month. Discussion will continue at our meeting in June.

C. Professional and Staff Development Committee – Climo

Two hours flex credit will be earned by attending graduation. Flex day will be held on August 22, 2013.
Announcements

Open Forum on PACE Viability: The College will be holding an open forum to discuss the viability of LAMC’s PACE program. The forum will be held on Wednesday May 29 from 12:00 to 2:00 pm in Campus Center 5.

LAMC Commencement Ceremony: LAMC’s 38th Annual Commencement will take place on Tuesday, June 4 at 5:00 pm. Pre-Commencement and Afterglow receptions will be hosted by the Academic Senate following the ceremony. Contact Zoila Rodriguez to reserve your cap and gown and Debra Manning for general information.

Meeting was adjourned at 2:35 pm.

Respectfully submitted by Gina Ladinsky, Secretary