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 Absent: Ife Keller, Tobin Sparfeld, and Jose Luis Ramirez

Proxy Holder: Kelly Enos for Said Pazirandeh

Faculty Present: Diana Bonilla, Ryan Yamada, Tigran Mkrtchyan, Sandy Thomsen, Mi Chong Park, Louise Barbato, Riye Park, Cindy Luis, Rita Grigoryan, Lilamani DeSilva, Sherrie Loper, Vilma Bernal, Jose Maldonado, Cindy Cooper

Guests: President Monte Perez, Vice-President Alma Johnson-Hawkins and Vice-President Joe S. Ramirez.

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

II. Approval of Minutes: Minutes were approved with corrections. Motion by Echeverri carried with an abstention by Gary Prostak.

III. Officers Reports

A. President’s Report – Echeverri

1. A. In remembrance of Dr. Mohammed “Mo” Elkerdany: Mo passed away on 10/25/2011 at the age of 59 after battling a lifelong illness. Mo was born in Egypt, where he studied at the University of Alexandria to become a dentist. He later came to the United States and obtained his Ph.D. in Oral Biology from the University of Southern California. In addition to practicing as a dentist, he taught at CSUN and LAMC for many years as an adjunct faculty member. Mo became a full time faculty member in the Life Sciences in 2001 and taught Anatomy, Physiology, and Biology. He was an advisor to the LAMC Science Success Center and the LAMC Biomedical Club for several years, organizing many very successful blood drives. He is survived by two adult daughters (Amina and Amira), a 5 year old son (Adham), and his wife Nabila. We will miss him dearly.

2. Administrative and Faculty Hiring at LAMC:
   - Faculty Hiring: Hires are underway for tenure track faculty in General Counseling and EOPS Counseling. President Perez also agreed to hire an additional probationary position in Food Service management to start in Spring 2012. Finally, the hiring process for a limited contract counselor for the Transfer Center is also underway.
• **Vice President of Administrative Services:** A first round of interviews has taken place and several finalists will be interviewed by President Perez later in November. He has invited the Senate and AFT Guild to appoint a designee to the final interview.

3. **Achieving the Dream (AtD):**
   - **November 7 & 8:** Focus group training for faculty and staff will take place next week. Louise Barbato, Bob Smazenka, Myriam Levy, Dennis Schroeder, and Angela Echeverri, and possibly others will participate. They will conduct five student focus groups for first semester/first year LAMC students 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.

4. **DAS Report:** The next DAS meeting will be on Thursday, December 8 at 1:30 pm at Trade.

5. **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 to be held at East Los Angeles College 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/)

6. **ASCCC Fall 2011 Plenary Session:** The state is meeting this weekend (November 3-5) in San Diego for its Fall Plenary session. Several resolutions will be up for a vote on Saturday including:
   - 5.01 F11 Oppose Student Success Task Force Recommendation on Basic Skills Funding
   - 6.02 F11 Proportional Audit Fee Increases
   - 6.05 F11 Allow Comm. Colleges to Subsidize Credit Instruction with Not-For-Credit Class Fees
   - 7.01 F11 Revisit Mission of California Community Colleges
   - 8.01 F11 Update Senate Paper *Role of Counseling Faculty in California Community Colleges*
   - 9.05 F11 Title 5 Changes to Physical Education Course Repeatability
   - 9.07 F11 Course Repeatability and Title 5 Changes
   - 9.08 F11 Career Technical Education Repeatability
   - 9.09 F11 Repeatability for Studio Art Courses
   - 9.10 F11 Amend and Endorse “Recommendations Regarding Repeatability”
   - 13.01 F11 Supporting Student Access
   - 13.02 F11 Opposition to the Elimination of Non-CDCP Noncredit Classes
   - 13.03 F11 Support Centralized Assessment Instrument with Local Cut Scores for Placement
   - 13.06 F11 Provide Guidelines on Significant Lapse of Time
   - 13.07 F11 Implementation of Student Success Task Force Recommendations
   - 13.10 F11 Coordinating a Model of Basic Skills Instruction through Implementation of the ERWC
   - 13.12 F11 California Community College Honors Program Completion Recognition on CSU Transfer Application
The resolutions pertaining to course repeatability are in **bold**; these resolutions affect a number of disciplines including physical education, CTE and arts.

For the most up to date information on all of the resolutions as well as supporting materials you can visit:

[http://www.asccc.org/session/materials](http://www.asccc.org/session/materials)

7. **Student Success Task Force Recommendations:** These recommendations are under review by the Board of Governors and are expected to be bundled into legislation SB1143 and voted on in March, 2012.

Chapter 1: Increase College and Career Readiness

1.1. Collaborate with K-12 to jointly develop common core standards for college and career readiness.

Chapter 2: Strengthen Support for Entering Students

2.1. Develop and implement common centralized diagnostic assessments.

2.2. Require students to participate in assessment, orientation and the development of an ed plan.

2.3. Develop and use technology applications to better guide students in educational process.

2.4. Require students showing a lack of college readiness to participate in support resources.

2.5. Require students to declare a program of study early in their academic careers.

Chapter 3: Incentivize Successful Student Behaviors

3.1. Adopt system-wide enrollment priorities reflecting core mission of community colleges.

3.2. Require students receiving Board of Governors fee waivers to meet various requirements.

3.3. Provide students the opportunity to consider attending full time.

3.4. Require students to begin addressing Basic Skills deficiencies in their first year.

Chapter 4: Align Course Offering to Meet Student Needs

4.1. Focus course offerings and schedules on needs of students.

Chapter 5: Improve the Education of Basic Skills Students

5.1. Support the development of alternatives to traditional basic skills curriculum

5.2. Develop a comprehensive strategy for addressing basic skill education in California.

Chapter 6: Revitalize and Re-Envision Professional Development

6.1. Create a continuum of mandatory professional development opportunities.

6.2. Direct professional development resources toward improving basic skills instruction and support services.

Chapter 7: Enable Efficient Statewide Leadership & Increase Coordination Among Colleges

7.1. Develop and support a strong community college system office.
7.2. Set local student success goals consistent with statewide goals.
7.3. Implement a student success score card.
7.4. Develop and support a longitudinal student record system.

Chapter 8: Align Resources with Student Success Recommendations
8.1. Consolidate select categorical programs.
8.2. Invest in the new Student Support Initiative.
8.3. Promote flexibility and innovation in basic skills through alternate funding
8.4. Do not implement outcome-based funding at this time.

For more information on the recommendations, the November 8 Town Hall meeting at Saddleback College in Orange County, or to post your comments visit:

http://californiacommunitycolleges.cccco.edu/PolicyInAction/StudentSuccessTaskForce.aspx

8. Facilities Oversight: President Perez has requested that the Facilities Planning Committee increase its membership by one senate, one AFT1521, and one AFT1521a representative.

B. Treasurer’s Report-Zandalasini

- Faculty Senate Checking Account $1,623.47
- Carla Bowman Scholarship $3,668.67
- David Lee Moss Scholarship $457.83

Flowers were sent to the Elkerdany family.

Faculty dues are $25 and are currently due. Please give your payment to Treasurer Louis Zandalasini. Make checks out to LAMC Academic Senate. Cash is also accepted. Donations are tax deductable.

IV. Public Address:

President Monte Perez, Vice-President Joe S. Ramirez, Vice-President Alma Johnson-Hawkins were in attendance for Item C under new business. Echeverri explained that she invited Mr. Ramirez to speak to the Senate because she has received several complaints of discipline problem in the classroom and inquiries from faculty on how the student disciplinary process works at LAMC. Motion by Echeverri to move them up to public address due to time constraints carried.

President Monte Perez: President Perez gave an update on the budget, based on the first quarterly report which shows a deficit of $36,000.00 for June 30, 2012. Springfest’s revenue was discussed. The Foundation has suggested that the income be split three ways. One-third would go to scholarships, one-third to college programs, and one-third for the Foundation for unrestricted use. The President is willing to bring a professional in on a commission basis working for the Foundation. Finalists for the Vice President of Administrative Services will be interviewed on Tuesday, November 29th.

Vice-President Joe Ramirez: A packet was created and distributed for student discipline problems. In order to address student discipline, the office of Student Services will work closely with Academic Affairs to close any gaps that may exist. The most common behaviors that breach the student code of conduct are: willful disobedience, disruption of class or college activity, and disorderly conduct. Ramirez explained that faculty may
suspend students for up to ten days for displaying behavior that breaches the code of conduct and additional disciplinary measures may take place if necessary. However the disciplinary process must ensure that students’ rights are protected as well. Violations should be reported to Student Services. Reporting forms are being developed and information on the disciplinary process will be posted on the college website.

**Robert Smazenka:** At College Council a motion was made to support the International Student Program. College Council asked that it be read at the Senate meeting and if a further discussion is required it will be tabled to the next meeting. Smazenka read, “*Acknowledging the additional revenue to LAMC generated by international student fees and recognizing the unique challenges these students face; we move that adequate funds be allocated to the Office of International Students to insure the success of the program and that of our students.*”

V. Committee Reports

A. Curriculum Committee: Pazirandeh:

The following actions have been taken by the Curriculum Committee during October 2011 and are hereby submitted for Senate approval. **Motion to approve the recommendations carried.**

<table>
<thead>
<tr>
<th>Course/Program</th>
<th>Action</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicano Studies 71</td>
<td>Course Update</td>
<td>10-4-11</td>
</tr>
<tr>
<td>Computer Science 407</td>
<td>Course Update</td>
<td>10-18-11</td>
</tr>
<tr>
<td>Computer Science 439</td>
<td>Course Update</td>
<td>10-18-11</td>
</tr>
<tr>
<td>Spanish 1</td>
<td>Course Update</td>
<td>10-18-11</td>
</tr>
<tr>
<td>Computer Science 440</td>
<td>Course Update</td>
<td>10-25-11</td>
</tr>
<tr>
<td>AS-T in Business Administration</td>
<td>New Program</td>
<td>10-25-11</td>
</tr>
<tr>
<td>AA-T in Kinesiology</td>
<td>New Program</td>
<td>10-25-11</td>
</tr>
<tr>
<td>AS-T in Early Childhood Education</td>
<td>New Program</td>
<td>10-25-11</td>
</tr>
<tr>
<td>AA-T in Theater Arts</td>
<td>New Program</td>
<td>10-25-11</td>
</tr>
<tr>
<td>Gallery and Museum Studies – AA degree</td>
<td>New Program</td>
<td>10-25-11</td>
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<tr>
<td>Crime Scene Technology – Certificate</td>
<td>New Program</td>
<td>10-25-11</td>
</tr>
<tr>
<td>Child Development: Special Needs – Certificate</td>
<td>New Program</td>
<td>10-25-11</td>
</tr>
</tbody>
</table>

The course outlines for the October 4th, 18th and 25th, 2011 meetings can be viewed at the following links:

http://www.lamission.edu/enrollment/c/c100411.htm
http://www.lamission.edu/enrollment/c/c101811.htm
http://www.lamission.edu/enrollment/c/1.html

B. Distance Education: Jordan presented a slide presentation summarizing the DE substantive change proposal. The Senate will vote on the proposal at its December, 2011 meeting.

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

C. Educational Planning Committee - Silver

Summary of Agenda Items Discussed:

- Unit assessment (program review) screens were open for the month of October.
- All unit assessments were due October 31st
- Validation teams were discussed and arranged for the fall semester
- EPC reviewed the Distance Education Substantive Change Proposal
- Discussion was initiated about the development of a policy for the offering of expired courses. This discussion will be expanded to include Academic Senate, Council of Instruction, Curriculum Committee
- Discussion was initiated about the impact of the increased class sizes on the quality of instruction and learning. This discussion will be expanded to include Academic Senate, Council of Instruction, and Strategic Enrollment Management Committee
- SGTF recommendations were reviewed and discussed. A survey will be sent to Chairs to review and make recommendations for changes to the program review screens.
- Hanh reported on the three surveys that either have or will be distributed to students this year. EPC supports the surveys and will submit an action item to have them institutionalized.
- Curriculum Committee introduced the idea of EPC including discussions of new programs as part of our charter. This will be further explored in connection with the Academic Senate and Curriculum Committee’s role.

D. Budget and Planning – Sparfield: No report

E. College Council – Stage/Flood: No report

F. Facilities Planning Committee-Klitsner

Summary of Agenda Items Discussed:

- Work Environment Committee: There are air quality problems in the Annex area. Victor Renolds will research and report on this. There is concern with the lack of action regarding the window blinds in the Instructional Building; no company has been selected for this job. Facilities are compiling work orders and will evaluate on a case by case basis. A temporary solution to address the issue will be developed. Department chairs are to receive requests from faculty and should forward to Facilities.
- Measure J Updates: Fiber Loop to Information Technology has been installed.
Chilled water loop Project to begin shortly.

The Central Plant is on hold for at least 30 days due to Chancellor’s Bond spending Moratorium.

IA building, Annex space will have to install fire doors in front of the windows per DSA.

Gateway bungalows are out of compliance with DSA and problems need to be dealt with within 90 days.

Library renovation plans are ready for submission to DSA. Funding source needs to be identified and assigned.

Student Services Center plans are coming out of DSA; scheduled construction start date is January 2012.

The Math and Science Building on the East Campus is 75% complete. The plans are to open in May 2012 and be usable for the fall 2012 semester.

Traffic Mitigation Plan is in process. Data is being produced regarding the neighborhood surrounding the college, and on campus traffic problems.

- East Campus Task Force: Must meet soon to determine the naming of the new building, fencing, signage, electrical use between HFAC and the new building, shuttle service, parking strategies, potential bus stop, and sidewalk upgrades.
- 1006 & 1007 IA renovations to begin shortly
- CSB restrooms: Total projected cost is $358,000 with $219,000 as construction costs as was previously presented.
- Athletic complex: Meetings continue between the College and the County for upgrading El Cariso park fields. An MOU from the College was presented to the County for signature. When signed off by both parties designs and planning could proceed.
- Facilities Master Plan: A discussion took place involving the process for updating the Facilities Master Plan.
- Free Speech Area: A request was made to sound proof or find a new Free Speech area from the Senate meeting. Clarification was presented that the area in question is for “Events” and sound from occurring events will need to be controlled by the user.
- ASO: There is concern with access to the elevator in Campus Center for Disabled students. Concern with traffic mitigation when leaving the campus at peak times and lighting concerns students have when walking to the parking structure after evening classes.

G. Student Support Services-Moreno: No report

H. Faculty Hiring Prioritization Committee: Prostak gave a report on the updates to the forms and scoring system regarding faculty hiring prioritization.

I. Student Learning Outcomes and Assessment: Pat Flood reminded faculty to continue to work on their assessment reports and that there will be an SLO Assessment Retreat on Thursday, February 2, 2012. The data gathered from all previous assessments will be discussed at this retreat including course,
program, and institutional assessments and their effect on planning and resource allocation. All of these also are an important part of accreditation.

Flood is working with Nick Minassian on preparing an SLO web page for students and distributed a sample of the web screen to date and some of the information that will be posted. She also mentioned that a link to SLOs for all courses has been added to the main menu of the SLO web page (www.lamission.edu/SLO) and distributed a handout illustrating what it looks like. Two Staff Development trainings demonstrating how to use the online SLO system to report assessments will be conducted for all faculty in November.

**J. Essential Skills Committee – Prostak:** Student Success Task Force recommendations were discussed.

**VI. Old Business:**

A. **Proclamation for Mission College Day – Long:** The proclamation was moved by Klitsner/Flood and carried.

B. **Curriculum Report – Pazirandeh/Echeverri:** Curriculum Committee Report was approved.

C. **Accreditation: Hernandez/Flood:** Flood gave an update on the progress of the accreditation self-study.

**VII. New Business:**

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

B. **Substantive Change – Jordan:** See Committee Reports

C. **Student Discipline and Classroom Safety – VP Joe Ramirez:** See public address.

D. **Resolution on Repeatability of Forensics – Long:** Issue was resolved at the district level.

**Announcements**

**LAMC Honors Ceremony** will take place on Thursday, Dec. 1st at 5:00 pm in Campus Center Main. Contact Deborah Manning for more information

The meeting was adjourned at 3:32 pm.

Respectfully submitted by Gina Ladinsky, Secretary