Los Angeles Mission College  
Academic Senate Meeting Minutes  
Thursday, Oct. 3, 2013

Executive Members Present: Leslie Milke, Madeline Hernandez, Gina Ladinsky, Louis Zandalasini, Kelly Enos, Angela Echeverri, Curt Riesberg, and Pat Flood

Executive Members Absent: Mi Chong Park

Senators Present: Tobin Sparfeld, Janice Silver, Guillermo Aviles-Rodriguez, David Jordan, Jose Maldonado, Monica Moreno, Sherrie Loper, Robert Schwartz, Linda Marie Avalos, Gary Prostak, Margie Long, Jolie Scheib, Cindy Cooper, Marie Zaiens, Donna Ayers, Steve Brown, Said Pazirandeh, Louis Eguaras, and D’Art Phares,

Senators Absent: Robert Smazenka,

Faculty Present: Jill Biondo, Cindy Luis, Louise Barbato, Diana Bonilla, Tashini Walker, Joyce Woodmansee, Mike Climo, Sharon Anderson, and Jeanne Cassara

Proxy Holder: Madelline Hernandez for Mi Chong Park

Guests: Vice-President Michael Allen

I. Call to Order: President Milke called the meeting to order at 1:35 pm.

II. Approval of the Agenda: Motion to:

- Move VP Allen’s address up
- Move New Business “D” – Transfer Center - up to right after public address
- Approve the agenda

by Milke carried unanimously (Long /Phares)

III. Officer Reports

A. President’s Report – Milke

1. Winter and Spring Schedules- capturing growth money
2. DAS proposal for creation of new disciplines- draft document that spells out the steps for the creation of new disciplines. Will be discussed at the next DAS meeting
3. DAS meeting at Mission College- Oct. 10, 1:30 in CAI faculty dining rooms 1&2 (all are welcome!)
4. Discipline Advising – DAS perspective
5. BR 8603- Enrollment priority
6. Academic Deans- where are we in the process?
7. SLO Summit- Oct 11, Friday- a call for attendance!
8. Consultation with the President- meetings moved to the second Tuesday of the month at 1:00

B. Treasurer’s Report-Zandalasini

- Faculty Senate Checking Account $ 914.14
- Carla Bowman Scholarship $ 2628.29
- David Lee Moss Scholarship $ 457.84

Faculty dues are $25 and are currently due. Please make checks payable to LAMC Academic Senate.

IV. Approval of Minutes: Sept. 5th minutes approved with corrections (Long/ Pazirandeh)

Abstention: Jan Silver

V. Public Address:

VP Michael Allen: Forty sections were added to winter. We are at 96% of our target for fall and hoping that the winter intercession will make up the loss. In spring, we will offer 44 sections. We will also offer summer and the hope is that we will not need to count summer as part of the current year. He is hoping it will be a boost. He emphasized that we need to be vigilant about adds and our enrollment. If we can show significant growth we can recruit money to supplement 14-15’s year, which will be very tight. The goal is to have a high FTS number.

Guillermo Aviles-Rodriguez: One week is left to supply memorabilia of students, staff or faculty we have lost in the past five years. The sales for tickets are online or in the bookstore. A call for faculty to attend this off-campus event was requested. The tickets are $15 until Oct. 7 and then they increase to $20. The dates are Oct. 25, 26 and Nov. 1 and 2. There are five opportunities each night to see the show.

Marie Zaiens: Habits of Mind presented through 3CSN will be presented on Nov. 22. A request was made for faculty to let Marie know what topics they would like to hear about.

VI. Action Items:

A. PACE Viability Study – Phares
Phares’ motion noticed at the September meeting for the recommendation of the discontinuance of the PACE Program was approved as follows: Pazirandeh/Long

- 18 yes
- 3 no
- 3 abstentions

B. ILO for Aesthetic Responsiveness - Sparfeld
Sparfeld’s motion noticed at the September meeting for the adoption of the revised AE ILO passed as follows: Phares/Brown

- 25 yes
C. Senate Constitution/Bylaws Recommendation: Hernandez/Enos
Hernandez’s motion noticed at the September meeting to update the senate constitution and bylaws passed as follow: Silver/Aviles-Rodriguez
- 24 yes
- 0 no
- 1 Absention

D Approval of Curriculum Committee Recommendations – Pazirandeh

The following actions have been taken by the Curriculum Committee at the September 2013 meetings, 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>History 12 - Political and Social History of the United States II</td>
<td>Course Update</td>
<td>9-3-13</td>
</tr>
<tr>
<td>Physics 39 – Physics for Engineers and Scientists III</td>
<td>Course Update</td>
<td>9-3-13</td>
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<tr>
<td>Dev Com 36, 36A, 36B – Reading II: Comprehension and Related Skills</td>
<td>Course Update</td>
<td>9-3-13</td>
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<tr>
<td>History 1 – Introduction to Western Civilization I</td>
<td>Course Update</td>
<td>9-17-13</td>
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<tr>
<td>History 86 – Introduction to World Civilization I</td>
<td>Course Update</td>
<td>9-17-13</td>
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<tr>
<td>Sociology 28 – The Family: A Sociological Approach</td>
<td>Course Update</td>
<td>9-17-13</td>
</tr>
<tr>
<td>AA-T Studio Arts</td>
<td>New Credit Program</td>
<td>9-17-13</td>
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Approved unanimously Long/ Scheib

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

http://www.lamission.edu/enrollment/c/1.html  http://www.lamission.edu/enrollment/c/c090313.htm

VII. New Business
A. Brown Bag Series – Milke
The first Brown Bag meeting will be held on Oct. 15 at 12 noon in the CAI Arroyo dining room. Milke would like faculty to make suggestions of topics of discussion.

B. Committee Appointments
Committee sign-up sheets were passed out and the request was made to sign up even if a committee is full so that if an opening becomes available, the position can be filled immediately.

C. Senate Goals/Tasks – Hernandez
The senate task list was discussed to let everyone know what the Exec Board is currently working on.

D. Transfer Center – Walker
The Transfer Fair will be on Oct. 14. There will be over 35 transfer reps in the Campus Center. Following the Transfer Fair will be other workshops for students, including specific transfer workshops for USC and the UC’s along with a CSU transfer workshop. Please announce to students and allow them to come if possible even if it is during class time.

VIII. Old Business
A. SLO Summits/Date Change – Flood
Flood announced the new date for the SLO Summit is Oct. 11. She also passed out a draft agenda as well as “Examples of Authentic Assessment,” which will be one of the focuses.

B. Faculty Hiring Priority Committee – Milke
The Faculty Hiring Priority Committee is sending out requests very shortly.

IX. Reports of Senate and College Committee Meetings
A. Educational Planning Committee – Phares
1. Mission Statement Review
   a. EPC (along with other committees) was asked by College Council to review the Mission Statement. EPC did not, at this time, recommend any changes to the current Mission Statement.
2. Viability Process
   a. EPC discussed the Task Force’s proposed changes to the viability process. It was agreed that the issue be carried to Council of Instruction in October for feedback from the chairs. After getting that feedback, the Task Force will revisit the issue with Senate leadership, Academic Affairs, and EPC.
3. Objectives for revised Strategic Goals
   a. EPC (along with other committees) was asked by College Council to formulate suggested objectives and measures for LAMC's revised Strategic Plan goals. EPC began discussion of these, and will finalize its recommendations at its next meeting.

B. Budget and Planning – Sparfeld

Summary of Agenda Items Discussed:

College Financial Update— The college's fiscal situation has improved slightly, with a projected deficit at year's end of $1.8 million. This deficit, however, assumes that Mission College earns all of its FTES. Currently we are below our projected FTES and well below last year's FTES. The committee discussed
several ways to improve FTES, including aggressive recruitment, opening up waiting lists, opening up additional sections on a late-start basis, and better communication with faculty members.

The Committee also determined it's year-long schedule to coincide with Program Review in the Fall, starting in October.

The Committee discussed the work of the Rubric Task force to edit the College's Overbase Request Rubric. The task force determined a list of five questions which the Vice Presidents will complete to provide more data in its ranking procedures. These questions were approved by the Committee.

The Committee also decided to recommend no changes to the College's Mission Statement

**Report of Action Items (if any):** None

**Recommendations for College Council Approval (if any):** None

**C. Facilities Planning Committee – Echeverri**

No report.

**D. Professional Staff and Development Committee – Climo**

Report from Professional Development Committee. This is the draft minutes from last meeting:

1. Report on SGTF committee evaluation and planning, including strategic plans for committee and college

   Objective #1 - The committee looked through the recommendations. Mike will draft an email regarding coordinating events. Objective #2 - Marie will get assistance from Jill and Bamdad on evaluating workshops using Class Climate and paper forms. Objective #3 – Mike will contact Danny and other entities on campus regarding knowledge of Professional Development funds.

   We also discussed how the committee is responsible for coordinating all professional development activities on campus. It is important that all professional development activities be sent to the chair of the committee, who will email members for a quick approval. We can do this in two days.

2. Big events for this semester: let’s plan them

   Possibility to work with students and Chicano Studies department on Day of the Dead activities; Immigration / Immigrants Now and Then event around Thanksgiving; We still like the idea of a Quermes, but with food from Culinary and maybe live music – if we do it, we would include information on student success and completion like for the Fall Welcome Day for students on Aug 21 – this would include a lot from student services.
4. Ergonomics workshop at LAMC – Paul Kubicki can lead with vendors as well
5. AS Brown Bag luncheons – this will be more informal discussions. Dates will be: Oct 15 and 19, 12-1pm
6. Teaching and Learning Center proposal – this continues to be discussed, and looks optimistic
7. Spring – Staff Appreciation Day – there will be a barbecue by facilities; this time in the afternoon to accommodate B shift employees as well; culinary faculty will have the day off; most likely on non-instructional day in the fall
9. Counseling Workshop – Aleida will work with Diana on date(s)
10. Campus-Wide Discussions

   1 – Learning Styles – assessing and modifying instruction to student needs (very important)

   2 – Non-credit / Adult School Possibilities (Dennis Solares could facilitate)

   3 – Point of Adult Education (Michael Climo would like to facilitate)

   4 – Syllabus redesign / first day of instruction (Bamdad Samii will present towards the end of the semester)

11. Other ideas

   Chris Williams – Stress Management Workshop and a Relationship Workshop

   CAL MESA workshops to reduce the stigma of mental health diseases and raise awareness of resources for students.

   Something on collegial strategies

C. Accreditation Steering Committee – Hernandez
Hernandez gave a report on the current business at hand in the committee. Meetings are the 3rd Wednesdays of the month.

Upcoming Events

Thursday, 10 October – DAS Meeting at LAMC
Friday, 11 October – SLO Summit at LAMC
Monday, 14 October – Transfer Center Fair
Tuesday, 15 October – Brown Bag Lunch in Faculty Dining Room
Meeting was adjourned at 2:58 pm.

Respectfully submitted by Gina Ladinsky, Secretary