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


Senators Absent: Janice Silver, Jose Maldonado,

Faculty Present: Paul Kubicki, Aleida Gomez, Veronica Cox, Martin Gilligan, Rudy Ordonez, Bamdad Samii, Tigran Mkrtchyan, Cindy Luis, Jeanne Cassara, Joyce Woodmansee, Sheila MacDowell, Sandy Thompson, tashini Walker, Lilit Haroyan, Steve Ruys, Mike Climo, Jill Biondo, and Riye Park

Proxy Holder: Angela Echeverri for Stephen Brown

Guests: President Monte Perez, Vice-President Michael Allen, Vice-President Daniel Villanueva, and Dean Ludi Villegas

I. Call to Order: President Milke called the meeting to order at 1:37 pm.

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

III. Approval of Minutes: May 2 minutes approved unanimously with corrections (Long/Phares) and May 30 minutes approved unanimously with corrections (Long/ Pazirandeh)

IV. Officer Reports

A. President’s Report – Milke

1. The new Executive Board, Madelline Hernandez, Gina Ladinsky, Louis Zandalasini, Kelly Enos, Angela Echeverri, Curt Riesberg, Pat Flood, and Mi Chong Park, was introduced. Great thanks and appreciation for Angela Echeverri was given and a presentation of a signed photo of the previous Executive Board was given to Angela

2. A summary of the work accomplished during the summer was mentioned. For example, the FHPC met several times and have completed a revision of the Faculty Hiring Request form. The call for requests will be in early November. Several hiring committees met during the summer to hire three new faculty members. All of the faculty that served on the hiring committees was thanked for the time and dedication they volunteered of themselves during the summer. We are in the process of hiring in Art, CSIT, Dev Com, and Business. The NOI’s should be submitted ASAP.

3. An overview of the development of the updated Senate Constitution and Bylaws that members of the Executive Board worked on all summer was mentioned. It is very important to get a functional
Constitution and Bylaws approved to be able to add legitimacy to the current work of the Senate. All faculty members are asked to review the document. More details later in the agenda.

4. Lastly, volunteers are needed to serve on committees that have vacancies. A formal call will be sent out in the next couple of weeks.

B. Treasurer’s Report-Zandalasini

- Faculty Senate Checking Account $ 931.14
- Carla Bowman Scholarship $ 2606.15
- David Lee Moss Scholarship $ 457.84

Checks written:
- District Academic Senate $300.00
- Rosalie Hilger Scholarship Fund in lieu of flowers $100.00

Faculty dues are $25 and are currently due.

Motion by Milke to amend the agenda to include guest speakers before public address was approved unanimously.

President Monte Perez: The president spoke about class offerings and accreditation. A consultant has been hired to help Mission meet its recommendations for accreditation. A SLO advisory committee will develop a strong effort for Standard II. Distance Education is moving forward to accommodate its recommendations. Program review is being updated. Administrative Services and Student Services have to complete program review. The consultant will develop an agenda for Dean Sara Masters so that data can be put together in a coherent fashion. Further, the consultant has suggested an “Annual Mission Learning Report.” The report will be completed by the end of January. The collegial issue is being worked on as is a system for student complaints. The final report will have a calendar that will continue through summer and into next fall.

Vice-President Michael Allen: SLO/SAO’s are planned in the upcoming “deep discussion” meetings with VP Allen. The focus of the discussions will be on SLOs in an interdisciplinary fashion. Fall numbers are not yet final. There may be some spring growth. He is reviewing candidates for a temporary position for Stephanie’s vacated position, and he has begun review for the second time for Dean of Academic Affairs. Academic Affairs is also looking for a research analyst to work with Dean Sarah Masters.

IV. Public Address:

Gina Ladinsky asked all committee chairs to submit their reports no later than one week after the senate meeting for the report to be included in the minutes. Otherwise, a brief notation of the report will be made based on the tape.

Guillermo Aviles-Rodriguez announced a dramatic event in which the fallen faculty, staff, and students of LAMC will be honored leading up to the Day of the Dead. If you know of someone that has passed away in the
past three to five years, who was part of LAMC, he would like information, including memorabilia about the person.

V. Old Business:

A. Faculty Hiring Status - Fenton/Milke
No report. Milke announced that the process would begin much earlier this year.

B. PACE Viability Study – Phares
The study was completed and a copy of the summary report was given out. The PACE Viability Study recommends discontinuance of the PACE Program. Further the committee recommends that VP Allen consider incorporation of some aspects of the PACE Program into Mission’s regular curriculum courses. Phares made a motion to notice the approval of the committee’s recommendations.

C. Accreditation Update – Hernandez
The next meeting is on September 15 in CC 4. All are welcome. The action plan is being sorted out. The committee is working with all VP’s, who in turn are working with faculty and staff to move the process along. The timeline is very short. Two teams have been put together, one on research and one on collegiality.

VI. New Business

A. Approval of Curriculum Committee Recommendations – Pazirandeh
There have not been any meetings since May and there are no new recommendations.

B. SLO Summits – DAS Sponsored (Sept. 20) & Campus sponsored (Oct. 4) Assessment – Flood
A handout was given out and discussed regarding “Faculty Dialogue” about SLOs.

C. ILO for Aesthetic Responsiveness - Sparfeld
Based on the fall 2012 assessment of the ILO Aesthetic Responsiveness and Discussions with faculty Spring 2013, Sparfeld made a motion to notice the adoption of the revised AE ILO as follows:

Proposed Modifications:

Students will demonstrate aesthetic responsiveness by taking a position on and communicating the merits of specific works of great works of the human imagination such as art, music, literature, theatre and dance and how those works reflect human values. Evidence will be written or oral communications that articulate a personal response to works of art and explain how personal and formal factors shape that response and connect works of art to broader contexts.

Final Reads:

Students will demonstrate aesthetic responsiveness by taking a position on and communicating the merits of great works of the human imagination such as art, music, literature, theatre and dance and how those works reflect human values. Evidence will be written or oral communications that articulate a
response to works of art and explain how personal and formal factors shape that response, and connect works of art to broader contexts.

**D. Senate Constitution/Bylaws Update: Hernandez/Enos**
Hernandez made a motion to notice the approval of the following updates to the constitution and bylaws. The vote will take place by the entire faculty on Oct. 1 and 2:
Upon review of the Academic Senate Constitution and Bylaws, the Executive Board realized the need to update the documents for clarification and transparency.

All the information in the documents was updated to reflect current policies and practices. Many sections were paraphrased, reworded and enhanced for clarity, with NO DELETIONS to the original material.

Following are the document highlights of the major changes and additions.

*Please review the draft document (available via the Senate website on 9.9.13).*
*The E-Board will be available for an open forum discussion on 9.19, CC5, 12-1pm.*
*Any feedback can be sent to Leslie Milke ([MilkeL@lamission.edu](mailto:MilkeL@lamission.edu)) by 9.19.13.*

### Constitution

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<tr>
<th>Article</th>
<th>Section</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>II</td>
<td>3</td>
<td>Additional condition: Only dues-paying Senators are eligible to vote. <em>(Supporting language also included in the Bylaws, ARTICLE III, Section 3)</em></td>
</tr>
<tr>
<td>III</td>
<td>3</td>
<td>Clarification to the responsibilities of the Academic Senate under Title V CA Education Code, such as: Creation of Standing Committees, participate in academic planning, etc.</td>
</tr>
</tbody>
</table>

### Bylaws

<table>
<thead>
<tr>
<th>Article</th>
<th>Section</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>2d</td>
<td>Addition of one (1) adjunct voting senator, elected at large <em>(also in ARTICLE II, Section 1d).</em></td>
</tr>
<tr>
<td>II</td>
<td>5</td>
<td>Updated language for the recall process to align with the AFT contract guidelines.</td>
</tr>
<tr>
<td>III</td>
<td>1</td>
<td>Addition of a description of the expected duties and responsibilities for all voting members.</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Added policies for absences and proxy voting.</td>
</tr>
<tr>
<td>IV</td>
<td>1-3</td>
<td>Included information on Standing Committees under the purview of the</td>
</tr>
</tbody>
</table>
Committees

Senate (definitions, appointments and responsibilities). Also included a current list with a brief description of the Committee charge/responsibility (two (2) new committees were added based on campus need – Program Viability Review Committee and Learning Outcomes Assessment Committee).

Section 4c-d Responsibilities

Included submission of a written summary to the Senate Secretary prior to the Senate meeting, for those reporting/updating on their committee (templates available on the Senate website).

Included submission of a written, annual report to the Senate at the last meeting of each academic year.

Article VI Sections 1-4 Meetings

New section to the Bylaws, including information on regular and intersession meetings, distribution of literature, public address, etc.

D. Faculty (Senate) Dues/Conference Attendance Funds – Zandalasini/Milke

An increase was recommended to $30 and it was pointed out that all faculty must pay dues. Suggestions were suggested as to how make dues paying easy for faculty to remember to pay such as payroll deduction and Pay Pal. Voting members will not be allowed to vote if their dues have not been paid.

E. Brown Bag Series – Milke

It was announced that the Brown Bag Series that used to be held at Mission, will be reinstated. The first meeting will be held from 12-1 in the Faculty Dining Room.

VIII. Reports of Senate and College Committee Meetings

A. Educational Planning Committee – Phares
No report. It was pointed out that the PACE Viability Study was being presented to EPC.

B. Budget and Planning – Sparfeld

College Financial Update— The projected revenue for 2013-2014 at Mission College is $26.1 million. The college’s total net expenditures (including benefits) is $28.1 million, leaving an ending deficit of $2.1 million. That number will likely decrease (due to growth money, the apportionment to support accreditation, deferred maintenance money), but will probably not decrease by the full amount. Tax revenue reports over the year will give us more accuracy regarding our financial situation. Our financial outlook is similar to many other colleges in the LACCD. Benefits are 18% of faculty payments, 42% of classified staff compensation. Enrollment numbers seem on target, perhaps slightly above requirements due to the summer session.
The Committee discussed the schedule for College's Program Review in the Fall, starting in October.

The Committee established a Rubric Task force to edit the College's Overbase Request Rubric. The task force will meet later in September.

The Committee also discussed the policy of reviewing the College's Mission Statement on an annual basis.

**Report of Action Items (if any):**

The Committee unanimously approved a motion to change the charter's membership from the “Technology Dean” to the “Co-Chair of the Technology Committee.”

The Committee unanimously approved an action item to add one optional unrepresented faculty position as appointed by the College President.

**C. Facilities Planning Committee – Echeverri**

No report.

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

No report.

**Announcements**

Senate Meetings 2013/2014 Academic Year – All meetings begin promptly at 1:30 pm on the following dates: October 3, November 7, February 13, March 6, April 3, May 1, and June 5. Location: Faculty Dining Room A/B

Meeting was adjourned at 3:07 pm.

Respectfully submitted by Gina Ladinsky, Secretary