

**Los Angeles Mission College
Academic Senate Meeting Minutes
Thursday, Dec. 5, 2013**

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

Executive Members Absent: Curt Riesberg and Pat Flood

Senators Present: Tobin Sparfeld, Janice Silver, David Jordan, Jose Maldonado, Monica Moreno, Sherrie Loper, Gary Prostack, Margie Long, Jolie Scheib, Cindy Cooper, Marie Zaiens, Donna Ayers, Steve Brown, Said Pazirandeh, and D'Art Phares

Senators Absent: Guillermo Aviles-Rodriguez, Robert Schwartz, Linda Marie Avalos, Louis Eguaras, Jose Ramirez, Lilamani DeSilva, and Robert Smazenka

Fall Semester Senator Absences

September Absences	Janice Silver, Jose Maldonado
October Absences	Mi Chong Park, Robert Smazenka
November Absences	David Jordan, Monica Moreno, Linda Marie Avalos, Lilamani DeSilva, and Jose Ramirez
December Absences	Curt Riesberg, Pat Flood, Guillermo Aviles-Rodriguez, Robert Schwartz, Linda Marie Avalos, Louis Eguaras, Jose Ramirez, Lilamani DeSilva, and Robert Smazenka

Faculty Present: Tigran Mkrtchyan, Nancy K. Smith, Sheila MacDowell, Rudy Ordonez, Jill Biondo, Louise Barbato, Afri Walker, Susan Polk, Steve Ruys, Mike Climo

Proxy Holder: Tigran Mkrtchyan for Robert Smazenka and Louis Zandalasini for Louis Eguaras

Guests: Sarah Master

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

II. Approval of the Agenda: Motion to approve by Milke carried unanimously with the correction to change the agenda to call for the approval of the Nov. 7 minutes not the Sept. minutes as stated on the agenda (Sparfield /Long)

III. Officer Reports

A. President's Report – Milke

Leslie gave a brief summary of the ASCCC Plenary session that she and Madelline Hernandez attended.

B. Treasurer’s Report-Zandalasini

- Faculty Senate Checking Account \$ 1,605.14 - \$153.69 posters = \$1452.45
- Carla Bowman Scholarship \$ 2642.92
- David Lee Moss Scholarship \$ 457.84

Faculty dues are \$25 and are currently due. Please make checks payable to LAMC Academic Senate. The Scholarship Committee will meet next month. All are invited to be on the committee.

IV. Approval of Minutes: Sept. 5th minutes approved (Long/Phares)

V. Public Address:

No public address

VI. Action Items:

A. Mission Statement Approval Process – Hernandez (5 min)

A motion by Hernandez to adopt the process for reviewing the mission statement on an annual review basis was made. Notice of the motion was through email from President Milke. **The motion carried Scheib/ Prostak - Abstention by Long**

B. Mission Statement Proposed Change

A motion by Hernandez to approve the wording of the new Mission Statement was made. Notice of the motion was through email from President Milke. Hernandez’s motion was abandoned and was replaced by a new motion by Jose Maldonado. **Maldonado moved to retain the current Mission Statement. The motion carried Phares/ Prostak - Abstention by Brown**

C. Institution Standards/Benchmarks-Master

A motion was made by Janice Silver to approve the LAMC Institution Set Standards. Notice of the motion was through email from President Milke. **The motion carried Echeverri/Phares**

D. Approval of Curriculum Committee Recommendations – Pazirandeh

The following actions have been taken by the Curriculum Committee at the November 2013 meetings, and are hereby submitted for Senate approval:

Course/Program	Action	Date
• Child Dev 8 - <i>Curriculum in Early Childhood Education</i>	Addition of District Course	11-5-13
• Math 272 - <i>Methods of Discrete Mathematics</i>	Addition of District Course	11-5-13
• Music 411 - <i>Elementary Voice I</i>	Course update	11-5-13
• CAOT 9 - <i>Computer Keyboarding Improvement</i>	Course update	11-5-13

• English 101 - <i>College Reading & Composition I</i>	Course update	11-5-13
• English 208 - <i>American Literature II</i>	Course update	11-5-13
• Biology 33 - <i>Medical Terminology</i>	Course update	11-5-13
• Biology 3 - <i>Introduction to Biology</i>	Course update	11-5-13
• Anatomy 1 - <i>Introduction to Human Anatomy</i>	Course update	11-5-13
• Physiology 1 - <i>Introduction to Human Physiology</i>	Course update	11-5-13
• Math 267 - <i>Calculus with Analytic Geometry III</i>	Course update	11-5-13
• Child Dev Skills Certificate (<i>Non Substantial Change</i>)	Program update	11-5-13
• Comm 101 - <i>Oral Communication I</i>	Course update	11-19-13
• Comm 102 - <i>Oral Communication II</i>	Course update	11-19-13
• Comm 121 - <i>The Process on Interpersonal Communication</i>	Course update	11-19-13
• Comm 151 - <i>Small Group Communication</i>	Course update	11-19-13
• English 28 - <i>Intermediate Reading and Composition</i>	Course update	11-19-13
• Math 385 - <i>Directed Study-Mathematics</i>	Course update	11-19-13
• Theater 100 - <i>Introduction to the Theater</i>	Course update	11-19-13
• CA 50 – <i>Sanitation & Safety</i>	New course	11-26-13
• CA 60 – <i>Culinary Arts Orientation & Techniques</i>	New course	11-26-13
• CA 101 – <i>Culinary Fundamentals I</i>	New course	11-26-13
• CA 102 – <i>Culinary Fundamentals II</i>	New course	11-26-13
• CA 103 – <i>Culinary Nutrition</i>	New course	11-26-13
• CA 104 – <i>Dining Room & Beverage Management</i>	New course	11-26-13
• CA 105 – <i>Menu Planning</i>	New course	11-26-13
• CA 106 – <i>Purchasing & Receiving</i>	New course	11-26-13
• CA 107 – <i>Principles of Garde Manger & Basic Baking</i>	New course	11-26-13
• CA 108 – <i>Restaurant Supervision & Training</i>	New course	11-26-13
• CA 109 – <i>Principles of Catering</i>	New course	11-26-13
• CA 110 – <i>Culinary Green Technology</i>	New course	11-26-13
Course/Program	Action	Date
• CA 150 – <i>Chef's Training for Apprenticeship I</i>	New Course	11-26-13
• CA 155 - <i>Chef's Training for Apprenticeship II</i>	New Course	11-26-13
• Profbkng 200 – <i>Principles of Baking & Patisserie I</i>	New course	11-26-13
• Profbkng 210 - <i>Principles of Baking & Patisserie II</i>	New course	11-26-13
• Profbkng 215 – <i>Restaurant Plated Desserts</i>	New course	11-26-13
• Wine Studies 1 – <i>World Viticulture & Wine Styles</i>	New course	11-26-13
• Wine Studies 2 – <i>Introduction to Wine in the Restaurant</i>	New course	11-26-13
• Wine Studies 3 – <i>Wines of California</i>	New course	11-26-13
• Wine Studies 4 – <i>Wines of France</i>	New course	11-26-13
• CAOT 7 – <i>Machine Transcription</i>	Archive	11-26-13
• Chinese 1 – <i>Elementary Chinese I</i>	Archive	11-26-13
• Eng Gen 115A, B – <i>Engineering Descriptive Geometry Using CADD</i>	Archive	11-26-13

• Eng Gen 151 – <i>Materials of Engineering</i>	Archive	11-26-13
• Eng Gen 152 – <i>Materials of Engineering Laboratory</i>	Archive	11-26-13
• Eng Gen 211A, B, C – <i>CADD for Engineers I</i>	Archive	11-26-13
• Eng Gen 212A, B, C – <i>CADD for Engineers II</i>	Archive	11-26-13
• Eng Gen 213A, B, C – <i>CADD for Engineers III</i>	Archive	11-26-13
• Eng Gen 214A, B, C – <i>CAD CAM Applications</i>	Archive	11-26-13
• Eng Gen 281A, B, C – <i>Engineering Design I</i>	Archive	11-26-13
• Eng Gen 284A, B, C – <i>Projects Laboratory</i>	Archive	11-26-13
• ESL 83 – <i>College Conversational English as a Second Language</i>	Archive	11-26-13
• Health 185, 285, 385 – <i>Directed Study - Health</i>	Archive	11-26-13
• Italian 8 – <i>Conversational Italian</i>	Archive	11-26-13
• Kinesiology 290 – <i>Softball Skills</i>	Archive	11-26-13
• Library Science 102 – <i>Internet Research Methods</i>	Archive	11-26-13
• Culinary Arts Certificate	Program update	11-26-13
• Culinary Arts AA Degree	Program update	11-26-13
• Restaurant Management Certificate	New program	11-26-13
• Restaurant Management AA Degree	New program	11-26-13
• Professional Baking and Patisserie Certificate	New program	11-26-13

Call for approval carried unanimously Long/Silver

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

<http://www.lamission.edu/enrollment/c/110513.htm>

<http://www.lamission.edu/enrollment/c/111913.htm>

<http://www.lamission.edu/enrollment/c/112613.htm>

VII. New Business

A. Research Guides – Ayers/MacDowell

Sheila and Donna discussed the new library online resources that have been created. They can be created for individual course or for a department. Contact either librarian to have a research webpage created.

B. Faculty/Staff Fitness Programs-Ruys

Steve announced that certain fitness classes will be offered for free to faculty and staff. A waiver is required but nothing else. The Fitness Center Membership is \$75.00 a semester for faculty/staff.

VIII. Old Business

A. Brown Bag Series-Disucssion of Campus book Adoption – Milke

President Milke discussed the Brown Bag Series discussion of a campus book adoption. The suggested book is *Mindset* by Dweck. **Long made a motion to adopt this book as the spring faculty 2014 read.** The motion carried Silver/ Echeverri.

B. Faculty Hiring Priority Committee (Update) – Silver

The faculty hiring list is in and the committee is meeting in Dec/Jan and will have a prioritized list by the February meeting.

IX. Reports of Senate and College Committee Meetings – Due to the length of the meeting, all reports were held for the next meeting.

A. Educational Planning Committee – Phares

B. Budget and Planning – Sparfeld

C. Facilities Planning Committee – Maldonado

D. Professional Staff and Development Committee – Climo

E. Accreditation Steering Committee – Hernandez

F. LOAC – Flood

Upcoming Events

Monday, December 9-14-Final Exams

Monday, January 6- Winter Session Begins

Tuesday, January 28 – College Council Retreat

Meeting was adjourned at 3:10 pm.

Respectfully submitted by Gina Ladinsky, Secretary