

**Los Angeles Mission College  
Academic Senate Meeting Minutes  
Thursday, December 6, 2012**

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

**Senators Present:** Mike Climo, Pat Flood, Mark Pursley, Kelly Enos, Janice Silver, Tobin Sparfeld, Steve Nerud, Gloria Daims, Afri Walker, Robert Schwartz, Gary Prostack, Margie Long, Jolie Scheib, John Klitsner, Marie Zaiens, Edward Casson, Steve Brown, and D'Art Phares

**Senators Absent:** John Morales, Ife Keller, Jose Luis Ramirez, Robert Smazenka, Said Pazirandeh, and Rudy Garcia.

**Faculty Present:** David Jordan, Myriam Levy, Mi Chong Park, Tashini Walker, Cindy Cooper, Chris Williams, Cindy Luis, Louise Barbato, Veronica Cox, Par Mohammadian

**Guests:** LAMC ASO President Michael Griggs, President Monte Perez, and Mrs. Margaret Quinones-Perez

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

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

**III. Approval of Minutes: Motion to approve by Echeverri with corrections carried** (Milke/Phares)

**IV. Public Address:**

Jolie Scheib spoke about the passing of her husband, Gerald Scheib, who was an Art Professor at LAMC for many years. She invited everyone to his funeral services and reception. A scholarship foundation for the arts will be opened in his name.

Deborah Paulsen spoke on behalf of Professor Gerald Scheib and also announced that an art show will be held this evening at 7:30 pm in the LRC.

Angela Echeverri also spoke about Professor Gerald Scheib and announced that Ed Casson is retiring.

Marie Zaiens gave a presentation about the Learning resource Center (LRC) and invited faculty to join an advisory committee for the LRC.

Tashini Walker introduced herself to the Academic Senate. She was hired in October 2012 and is the new Transfer Career Counselor.

David Jordan announced that an Etudes pilot is underway. Etudes is a Course Management System that is used on many of our sister LACCD campuses. He invited faculty to sign up for training workshops and an Etudes course in January 2013.

## V. Officer Reports

### A. President's Report – Echeverri

#### 1. Faculty & Administrative Positions:

- **Vice President of Academic Affairs:** The selection process for a permanent Vice President of Academic Affairs has concluded. President Perez announced the selection of Mr. Michael Allen, JD. Mr. Allen is expected to begin at LAMC the second week of January. He worked as a tenured faculty member in the Paralegal Program at Highland Community College in Des Moines, Washington. He is currently the Special Assistant to the President, having completed a year as the Interim Associate of International Programs and Services for the American Association of Community Colleges in Washington D.C. Prior to that appointment he was Dean of Instruction and the Coordinator of the Faculty Resource Center. He has over 15 years of experience in community college instruction, administration, and faculty development. He is well versed in accreditation, teaching, educational planning, management and leadership in academic affairs.
- **Transfer Center Counselor/Coordinator:** Tashini Walker has worked at Los Angeles Mission College since Fall 2000 as an Adjunct Counselor in several areas: Extended Programs and Services (EOP&S), International and Veterans Office, TRIO/ Student Support Services and Non Credit. During this time she also worked at Los Angeles Valley College in the General Counseling Department, PACE Program and International Program. She earned her Bachelor's Degree in Sociology from UCLA and her Master's Degree from CSUN in Educational Psychology and Counseling with an option in Career Counseling.
- **Institutional Researcher:** President Perez has initiated the hiring process for this position which has been vacant since March of 2012.
- **DSPS Director:** A search for a limited contract DSPS director has concluded. Mr. Larry Resendez has been selected to fill this position.

2. **DAS Report:** The DAS will meet at L.A. City College on December 13, 2012.

**LACCD Enrollment Priority Proposal:** Presented to DAS Executive Board by Vice Chancellors Yasmin Delahoussaye and Maury Pearl

*Because college-based priorities promote student success and effective enrollment management and district-wide registration has the benefit of allowing students to complete their degrees or transfer requirements-one of our highest strategic priorities-staff recommends that the LACCD adopt a hybrid district-wide registration system that is college-based for students who have less than 45 degree applicable units and district-wide for students with more than 45 units.*

3. **Los Angeles Mission College Self Evaluation Report for Accreditation:** Yesterday the Accreditation Steering Committee met to finalize the actionable improvement plans. The report is due to the Board of Trustees tomorrow and due with the ACCJC on 1/1/13. The visit is scheduled for March 11-14, 2013.

**4. ASCCC Fall 2012 Plenary:** The Academic Senate for the California Community Colleges (ASCCC) met for its Fall Plenary Session from November 8-10 in Irvine.

For more information on all the resolutions that were approved by the ASCCC you can visit:

<http://www.asccc.org/resources/resolutions>

**B. Treasurer’s Report-Zandalasini**

- Faculty Senate Checking Account                     \$1,392.37
- Carla Bowman Scholarship                             \$3,547.66
- David Lee Moss Scholarship                           \$ 357.84
  
- Faculty dues are \$25 and are currently due. Please pay as soon as possible as half of the academic year is already over.

**VI. Old Business:**

**A. Approval of Curriculum Committee Recommendations**

Pazirandeh and Echeverri discussed new state requirements regarding TMC (Transfer Model Curriculum) degrees. The state has mandated that by fall 2013, colleges must adopt TMCs for 80% of current degrees in disciplines that have TMCs, which means they have to be sent to the state by June 2013. Furthermore, colleges must adopt TMCs for 100% of these degrees by June 2014.

The following actions have been taken by the Curriculum Committee during November 2012 and are hereby submitted for Senate approval:

<b>Course/Program</b>	<b>Action</b>	<b>Date</b>
• Art 304	Update	11-6-12
• Math 112	Update	11-6-12

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

<http://www.lamission.edu/enrollment/c/c110612.htm>

**The Curriculum Committee’s Recommendations were approved unanimously.**

**B. Approval of LAMC Accreditation Self Evaluation Report – Hernandez and ASC Members**

Hernandez demonstrated how to find the 2013 Self Evaluation Report on the College Web site. Echeverri discussed the accreditation standards and explained that each standard contained three sections: a descriptive summary, self evaluation, and actionable improvement plan(s). Actionable

improvement plans are usually only included when a weakness is identified. The actionable improvement plan must be reasonable, identify a responsible party, and have a deadline.

Echeverri indicated that much of the data in the report was based on student and faculty/staff surveys. Student survey data showed that a minority of students were aware of how shared governance works. Campus climate issues were also examined. A total of 25 actionable improvement plans include efforts to improve collegiality, reduce completion time of certificates, increase student awareness of governance, and standardize the program review process.

**Motion to approve LAMC's Actionable Improvement Plans carried unanimously (Milke/Phares).** Word change request by Silver from "expand" to "review" was noted by Echeverri

Barbato requested that the narrative in the report describing AFT efforts to improve campus climate be expanded.

**Motion to approve the 2013 LAMC Self-Evaluation Report with minor changes by Echeverri carried unanimously (Milke/Phares).**

Drafts of the self-evaluation standards can be viewed at  
<https://sharepoint.lamission.edu/2013Accreditation/default.aspx>

**C. Distance Education Course Approval Process – Pazirandeh:** Pazirandeh discussed the proposed DE Course Approval Process. The steps of the approval process are summarized below:

1. Completion of new online course notification
2. Completion of CMS certification and online pedagogy certificate. Provide certification to department chair
3. Completion of DE Addendum Form
4. Obtain Department Chair approval
5. Obtain Dean approval
6. Send completed DE Addendum form to Curriculum Committee
7. Academic Affairs is notified when course is approved.

Jordan noticed the DE Approval process for the Senate meeting in February of 2013.

**D. Recommendation to Adopt Turnitin – Ladinsky/Jordan**

**Motion to create a task force to evaluate a Turnitin pilot by Ladinsky and Jordan carried unanimously.**

**E. LACCD Enrollment Priority Proposal – Echeverri:** A proposal for revisions to Board Rule 8603 by Vice Chancellor Delahoussaye and Maury Pearl was discussed. The proposal states that if LACCD students have more than 45 completed units, they will have district wide priority to register. A tally was taken and a majority was in favor of the proposal. This was not an official vote.

## **VIII. Reports of Senate and College Committee Meetings**

**A. Faculty Hiring Prioritization** –Milke: Milke announced that the faculty hiring requests are due shortly. She explained how to fill out the forms.

**B. Accreditation Steering Committee** – Hernandez: See New Business

**C. Educational Planning Committee** – Phares: No report.

**D. Budget and Planning Committee** – Sparfeld: No Report

**E. Facilities and Planning** – Klitsner: No Report

**F. Student Learning Outcomes and Assessment** – Flood

1. Flood reminded faculty to complete their course and program assessments for the fall semester.
2. She reported that she had reminded the department chairs at the Council of Instruction meeting that their semi-annual summary SLO/PLO assessment report was due Friday, December 20.
3. The ILO assessments are almost complete and discussions about the results will be taking place in spring 2013. We still need more samples of writing to analyze for the Written Communication ILO.

### **Announcements**

**Holiday Luncheon:** The 2012 Holiday Luncheon will be held on Thursday, December 6 from 11:30 am to 1:30 pm. Please contact Debra Manning for more information.

**Los Angeles Mission College Self Evaluation Report:** The College will submit its 2013 report to the Accrediting Commission for Community and Junior Colleges (ACCJC) in January, 2013. The ACCJC will send a team to visit the College March 11-14, 2013.

Meeting was adjourned at 3:10 pm.

Respectfully submitted by Gina Ladinsky, Secretary