Executive Members Present: Angela Echeverri, David Pardess, Louis Zandalasini, Gina Ladinsky, and Deborah Paulsen, Pat Flood, and Mike Climo

Executive Member Absent: Leslie Milke


Voting Members Absent: Lilamani de Silva, Myriam Levy, John Morales, Jose Luis Ramirez, and Mark Pursley

Proxy Voters: Cindy Cooper for Leslie Milke, Yolanda Raml for Lilamani de Silva, Madelline Hernandez for Kelly Enos

Faculty Present: Gary Prostak, Louis Eguaras, Cindy Cooper, Riye Park, Robbin Jefferies, Yolanda Raml, D’Art Phares, Cindy Cooper, Gerald Scheib, Carolyn Daly, Michong Park, Tobin Sparfeld, Suzanne Ritcheson, and Afri Walker

1. **Call to Order:** President Echeverri called the meeting to order at 1:45 pm.

II. **Approval of Minutes:** The October 2010 minutes were approved with no corrections (Silver/Long)

III. **Officers Reports**

A. **President’s Report**

1. **Administrative Changes at LAMC:** The following administrative positions will become vacant:
   - **President Valles:** Has announced that she is stepping down as LAMC President effective February 1, 2010. Chancellor LaVista sent an e-mail to the campus earlier today and has indicated that he plans to hire a permanent president to replace her.
   - **Dean of Technology and Institutional Effectiveness Maury Pearl:** Has accepted a position as Interim Associate Vice Chancellor at the District Office. He will be working with Vice Chancellor of Academic Programs and Services Yasmin Delahoussaye. Maury has been at LAMC since 1999 and plans to leave in about one month.
   - **Vice President of Administrative Services:** Karen Hoefel’s position has not been filled yet. President Valles is exploring the possibility of hiring an Associate Vice President to replace her.

2. **DAS Report:** The last DAS meeting was held on Thursday, September 9th, 2010 at Southwest College. The following administrative regulations (E) and Board Rules (BR) were approved:
   - **Credit for Military Service (E-118):** Credit for military service will be awarded toward Associate Degree requirements as follows:
- Three units of credit towards LACCD Associate Degree general education Area E: Health and Physical Education (Board Rule 6201.14)
- Three units of elective credit toward the 60 units required for an associate degree.
- **Degree Petition (BR 6202.10):** Students that completed all prerequisites at the time they attended an LACCD college can later petition for graduation.

The next DAS meeting will take place on Thursday, December 12th at 1:30 pm at Valley College.

3. **SB1440 Signing:** Governor Arnold Schwarzenegger has signed the Transfer Degree bill sponsored by Alex Padilla. There was a well attended signing ceremony at LAMC on Monday morning.
- ASCCC President Jane Patton has sent out a letter to all Senate Presidents outlining the strategy for implementation. The ASCCC is calling for a statewide response to the bill.
- The District Academic Senate is awaiting further instructions from the ASCCC and the State Chancellor’s Office.

4. **Academic Senate Committee Appointments:**
- **Budget and Planning:** Yoon Yun and Tobin Sparfeld (Robbin Jeffries as alternate).
- **Educational Planning Committee:** D’Art Phares (Distance Education), Abdo Malki (Math), Veronica Cox (English), and Gary Prostak (Essential Skills).
- **Professional Development:** Christopher Williams
- **Facilities:** John Klitsner and Sandy Thomsen

**B. Treasurer’s Report—Zandalasini**

*Report on account at the Pacific Western Bank:*
- Faculty Senate Checking Account $2038.47
- Carla Bowman Scholarship $3649.11
- David Lee Moss Scholarship $ 457.13

Faculty dues are $25 and are currently due. Please give your payment to Louis. Make checks out to LAMC Academic Senate. Cash is also accepted. Angela added that some campuses are starting payroll deduction for Senate dues. Donations are tax deductible.

**IV. Public Address**

No public address

**V. Committee Reports**

A. **Curriculum Committee: Pazirandeh**
Curriculum Chair Pazirandeh announced he prepared several curriculum tip sheets for faculty. For example, he has prepared one for searching. You don’t need to call him; you can follow these instructions to find courses in ECD. If you see the ECD file for the course is in his inbox, you can email him and to ask him about the status. He will continue to send out user friendly tip sheets. The new list of approved classes will come out around October 20, 2010.

B. District Academic Senate - Echeverri: See Presidents report

C. Educational Planning Committee - Silver

EPC Meetings held September 20th, October 4th  2010

Summary of Agenda Items Discussed:

- Beginning the second year of the 3 year cycle for Program Review
- Developed prototype of the annual update tool
- Chairs scheduled for comprehensive program reviews have been contacted
- Educational master plan has continued work on goals and actions. Two meetings have been held to address these components. Intent is to have a draft version ready for distribution within a month.
- EPC charter, membership update and absence policy was reviewed

D. Education Master Plan – Phares

The work has been continuing. The committee is about to meet with Vice-President Alma Johnson and Maury Pearl. After meeting they will have a final report for EPC.

E. Budget and Planning – Milke: No report

F. College Council – Milke: No report

G. Faculty Hiring Prioritization Committee – Klitsner/Prostak: Echeverri reported that the committee is being reconstituted and will initiate a new round of prioritization this fall.

H. Student Learning Outcomes and Assessment – Paulsen: Chairs and Vice-chairs need to input their SLO data into the new faculty portal. Go to the faculty portal, and select the link for SLOs. Rubrics can be uploaded on the SLO link.

I. Essential Skills Committee – Prostak

1. The committee met on September 15. Gary Prostak was elected by consent to a second, two-year term as Faculty Co-Chair.
2. Robert Crossley has been asked to facilitate the appointment of an ASO rep to the committee.
3. The Basic Skills Coordinator, Roza Ekimyan, reported on the success of the Summer Bridge Program and on the status of the current First Year Experience Program.
4. There was no report on Title V activities.
5. A task force is being convened to develop an assessment instrument to monitor the success and effectiveness of projects which receive BSI funding.
6. Our web designer is working on new webpages for both students and faculty. He should have a demo ready for the October meeting.
7. Requests for BSI Funding are accepted on an on-going basis. Any request received by the second Friday of the month will be placed on the agenda for that month’s meeting. The ESC meets on the third Wednesday of each month at 2:00 in LRC-215.

J. Academic Rank Committee – Long
The committee has quite a few applications for academic rank changes. The committee has been waiting for the go ahead from the District, who was expected to provide a unified set of criteria. However, the committee has not yet heard back from the District. As a result, the committee will proceed to complete these applications under the requirements that are currently in place.

The committee will be meeting in two weeks. All applications need to be in to Margie by Oct. 21, or the applicant will not be considered until next semester. They will hopefully get all applications processed this semester.

The committee notes that some faculty members are using the title of professor who have not submitted an application for rank change, and who have not been approved for this rank. The committee would appreciate everyone to be respectful of the process.

VI. Old Business:

A. Shared Governance & Senate Committee Appointments – Milke/Echeverri
See President’s report regarding committee appointments.

B. Approval of Technology Strategic Plan – Jordan
The presentation of the Technology Strategic Plan took place at the September meeting, and the presentation is summarized in the September minutes.

Technology Strategic plan was approved (Cooper/Silver)

VII. New Business

A. Administrative Hiring Policy – Echeverri
Echeverri reported that the only campus in the district that has a local Administrative Hiring Policy is Valley. A draft Administrative Hiring Policy exists at Mission, but it will require significant work. At the district level work is progressing on an administrative hiring committee. A couple of points that require consideration are whether the President should sit on an administrative hiring committee and what percentage of faculty will sit on the committee. The work will continue on this document.
On a different topic, Robert Smazenka brought up how other LACCD colleges have more full-time faculty than LAMC even though they offer the same number or even less classes than Mission especially in math. Mission has a low ratio of full-time to part-time faculty compared to numerous other campuses. The question was raised as to why Mission has not been allowed to hire more full-time faculty. Another question raised was for an accounting as to exactly how funds at LAMC are being spent.

Announcements

- **LAMC College Fair**: Monday, October 11, from 10:00 am to 1:00 pm. For more information contact the Transfer Center at 818-364-7827.
- **ASCCC 2010 Fall Plenary Session**: Will be held November 11-13, at the Sheraton Park Hotel in Anaheim.
- **ASCCC Vocational Education Leadership Institute**: January 27-29, 2011 at the Hyatt Regency in Newport Beach

The meeting was adjourned at 3:20 pm.

Respectfully submitted by Gina Ladinsky, Secretary.