

**Los Angeles Mission College  
Academic Senate Meeting Minutes  
Thursday, October 4, 2012**

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

**Executive Members Absent:** Gina Ladinsky

**Senators Present:** Mike Climo, Pat Flood, Kelly Enos, Edward Casson, Janice Silver, Tobin Sparfeld, Steve Nerud, Gloria Daims, Margie Long, Jolie Scheib, Steve Brown, Robert Smazenka, Said Prostack, and D'Art Phares

**Senators Absent:** Mark Pursley, John Morales, Ife Keller, Afri Walker, Jose Luis Ramirez, Rudy Garcia, Robert Schwartz, Gary Prostack, John Klitsner, and Marie Zaiens

**Proxy Holders:** Deborah Paulsen for Gina Ladinsky, Angela Echeverri for Gary Prostack

**Faculty Present:** Maria Fenyes, Cindy Luis, Veronica Cox, and David Jordan

**Guests:** Monte Perez, President, Don Gauthier, District Academic Senate President, David Beaulieu, District Academic Senate Vice-President, and Daniel Villanueva, Dean of Administrative Services

**I. Call to Order:** President Echeverri called the meeting to order at 1:44 pm.

**II. Approval of the Agenda:** Motion by to approve the agenda carried (Silvers/Flood)

**III. Approval of September 2012 Minutes:** Motion to approve the September, 2012 minutes with corrections carried (Milke/Phares). Abstention: Said Prostack

**IV. Public Address:** No public address

**V. Officers Reports**

**A. President's Report – Echeverri**

**1. Probationary Faculty Evaluation Committees:**

**The following individuals were appointed as Senate representatives for the tenure review committees of the newly hired probationary faculty at Mission:**

- General Counseling (Aleida Gomez): Christopher Williams
- EOPS Counseling (Linda Marie Avalos): Mike Reynolds
- Food Service Management (Jesse Sanchez): Steve Brown
- Biology (Dr. Par Mohammadian): Said Pazirandeh
- Child Development (Patricia Rodriguez): Leslie Milke
- Counseling/Transfer Center (Tashini Walker): Jan Silver
- Geography (Dr. Daniel Waktola): Mike Reynolds

- Sociology (Jill Biondo): Veronica Cox
2. **Senate Representatives on Student Grievance and Disciplinary Panels:** In accordance with Board Rule Chapter IX (Campus Life) Article XI (student Discipline) Section 91101.14 the following five faculty members have been appointed to serve on student grievance and disciplinary hearing panels: Robert Smazenka, Myriam Levy, Mike Reynolds, Gary Prostack, and Leslie Milke.
  3. **Administrative/Other Positions:**
    - **Vice President of Academic Affairs:** The selection process for a permanent VPAA is underway. The selection committee interviewed candidates on 9/24/12 and forwarded finalists to the president.
    - **Institutional Research:** President Perez has initiated the hiring process for this position.
  4. **Shared Governance Committee Appointments (2012-2014):**  
**Budget:** Bamdad Samii and Leslie Milke  
**Faculty and Staff Development:** Mike Climo, Marie Zaiens, Roula Dakdouk, and Mike Fenton  
**Student Support Services:** Cynthia Luis  
**Facilities:** John Klitsner, Sherrie Loper and Sandy Thomsen  
**Educational Planning & Technology Committees:** 1 pending each
  5. **DAS Report:** The DAS last met, in memory of former Southwest Senate President Al Reed Jr., at L.A. Mission College on September 13, 2012. Several actions and discussion took place:
    - a. **Approval of Board Rule 18110:** Guidelines for implementation of Sections 53200-53207 of Title 5 of the Administrative Code of California.
    - b. **Approval of Resolution in Support of Proposition 30** (Governor’s Tax Initiative)
    - c. **Approval of Resolution for Chini Johnson-Taylor on her retirement**
    - d. **Discussion on Changes to Repeatability:** Proposed changes to Title 5 regulations significantly limit what courses may be deemed repeatable by establishing that all classes are not repeatable except in three specified categories. The term “activity course” has been deleted from Section 55041 and courses that were previously designated as repeatable under this definition may no longer be repeatable. Title 5 now defines “active participatory courses” as those courses where individual study or group assignments are the basic means by which learning objectives are obtained. **Course families** (or courses related in content) are defined as courses with similar primary educational activities in which skills or variations are separated into distinct courses with different student learning outcomes for each variation. The determination of family groups remains a **local decision**.  
**Examples:**  
 Physical Education (e.g.: Tennis): Beginning, Intermediate, Advanced Intermediate and Advanced  
 Painting: Introduction, Intermediate, Figure, and Watercolor Painting  
 Theater: Comedy Supporting Role, Comedy Starring Role, Classical Ensemble, Classical Supporting Role
    - e. **Discussion of Board Rule 8603-Limitations on Enrollment:** Students shall be assigned priority on the basis of college, then district cumulative units completed. Students will be limited to 19 units during spring and fall terms and to 9 units during summer and winter.  
 One of the sticking points is priority registration. Proposed language states “*Students shall be separated into four priority groups, in order from highest to lowest priority:*
      - i. *Priority 1: DSPS, EOP&S, members or former members of U.S. Armed Forces, and foster youth or former foster youth.*
      - ii. *Priority 2: Continuing and middle college students*
      - iii. *Priority 3: New and returning students*

*iv. Priority 4: Special K-12 admits*

The existing Board Rule and DAS position is that colleges should have local control of enrollment priority. However, the Student Affairs Committee reached a consensus that all 9 colleges should have open enrollment district wide for the major sessions (spring and fall) and keep local enrollment priority for (winter and summer). The Board will consider Board Rule 8603 at its October 3 meeting.

**Senator Jan Silver brought forth a discussion regarding how to assign priority to students attempting to add classes, which has become a significant issue due to course reductions. The discussion was forwarded to Council of Instruction for further examination.**

The next DAS meeting will be at Los Angeles Trade Tech College on Thursday, October 11<sup>th</sup> at 1:30 pm. Lunch will start at 12:30 pm.

- 6. Faculty Innovation Day:** On Friday, September 21<sup>st</sup> the District Academic Senate held an Innovation Day from 8:30 AM to 2:30 PM. Mission send a team of 15 individuals.
- 7. Mission Statement:** On Monday, October 1 the Board of Trustees Institutional Effectiveness Committee approved the college’s revised Mission Statement.:

*Los Angeles Mission College is committed to the success of our students. The College provides accessible, affordable, high quality learning opportunities in a culturally and intellectually supportive environment by: Ensuring that students successfully transfer to four-year institutions, prepare for successful careers in the workplace, and improve their basic skills;  
Encouraging students to become critical thinkers and lifelong learners;  
Providing services and programs that improve the lives of the diverse communities we serve.*

- 8. ASCCC Fall 2012 Plenary:** The Academic Senate for the California Community Colleges will meet for its Fall Plenary Session from November 8-10 in Irvine.  
 For more information visit: <http://www.asccc.org/>

**B. Treasurer’s Report-Zandalasini**

- Faculty Senate Checking Account \$1,493.37
- Carla Bowman Scholarship \$3,540.47
- David Lee Moss Scholarship \$ 357.84
  
- Faculty dues are \$25 and are currently due.

**VI. Old Business:**

**A. Approval of Curriculum Committee Recommendations** – Approved unanimously

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

Course/Program	Action	Date
• Art 300	update	9-4-12
• Law 10, 20, 34	updates	9-4-12

• CAOT 76	update	9-4-12
• AA – CAOT	update	9-4-12
• Certificate – CD: Specializing in Infants & Toddlers	update	9-4-12
• Certificate – CD: Specializing in Preschool	update	9-4-12
• Certificate – CD: Specializing in Bilingual/Bicultural Preschool	update	9-4-12
• Certificate – CD: Specializing in Family Child Care	update	9-4-12
• Certificate – CD: Specializing in School Age	update	9-4-12
• Certificate – Teacher’s Assistant: Bilingual/Bicultural	inactivate	9-4-12
• Skill Certificate - Keyboarding	inactivate	9-4-12
• Skill Certificate – Lodging Management	inactivate	9-4-12
• Skill Certificate – Family Development	inactivate	9-4-12
• Skill Certificate – Family Development/Gerontology	inactivate	9-4-12
• Skill Certificate – Travel & Tourism	inactivate	9-4-12
<ul style="list-style-type: none"> <li>• AJ 67, 72, 209, 427, 911</li> <li>• Art 911</li> <li>• Business 31, 32</li> <li>• CAOT 921, 931, 941</li> <li>• Supervision 911</li> <li>• ITV – Finance 8, 8A, 8B, 8C</li> <li>• ITV – Geog 2, 7</li> <li>• ITV - History 1, 2</li> <li>• ITV - Humanities 73</li> <li>• ITV - Management 2, 2A, 2B, 2C, 13</li> <li>• ITV - Psych 11, 16A, 16B, 16C</li> <li>• ITV - Sociology 12</li> <li>• ITV - Supervision 3A, 3B, 3C, 14A, 14B, 14C</li> </ul>	archive	9-4-12
• Art 205, 206	update	9-18-12
• Math 238	update	9-18-12

**B. Guidelines for the Academic Senate Public Address** – Milke: No report was given.

**C. Senate Governance Committee Appointments** – Echeverri: See President’s Report above.

**D. Accreditation Update:** Hernandez reported that a mock accreditation visit for LA Mission College will take place on Tuesday, October 30<sup>th</sup> from 9 am to 3 pm. The purpose of the mock visit is to help the College prepare for its accreditation visit by the Accrediting Commission of Community and Junior Colleges (ACCJC) in March of 2013. A team of individuals from several other colleges will review the draft self study and interview faculty, staff, students, and administrators. Due to the loss of the former Accreditation Liaison Officer Vice President Alma Johnson Hawkins and several of the standard co-chairs, some of the standards have fallen behind schedule. The Accreditation Steering Committee (ASC) meets with standard co-chairs every Wednesday morning from 10 am to 12 pm in Campus Center 4. Additional meetings are schedule as needed. ASC is currently reviewing all of the standards, but focusing primarily on Standards IIA (Educational Programs), II B (Student Support Services), and IIC (Library and Learning Support Services. Everyone is invited to attend ASC meetings and encouraged to participate. For more information about upcoming meetings please contact Madelline Hernandez, Pat Flood, Angela Echeverri or James Armstrong. Drafts of all of the standards are posted and can be viewed at the LAMC sharepoint website in the document section at:

<https://sharepoint.lamission.edu/2013Accreditation/default.aspx>

**E. Flex Day Calendar** – Climo

**Motion:** To recommend that the Fall 2013 Flex Day take place on Thursday, August 22, 2013.

**Motion carried unanimously.**

## **VII. New Business:**

**A. Faculty Hiring Prioritization (FHP)**– Prostack/Milke/Echeverri: Milke reported that Gary Prostack was stepping down as chair of the FHPC and that the committee would be meeting soon to elect a new chair and initiate the prioritization process for the 2013-14 academic year.

**B. Institutional Learning Outcome Assessment** – Flood/Paulsen

We are down to the wire for the **Fall Proficiency SLO deadline** and for reporting assessment results in our **accreditation evaluation report** which has to be completed this month.

### **What are the requirements for SLO Proficiency?**

1. All active courses must have at least one SLO assessment posted on the online system.
2. The assessments must be of high quality with identified criteria for assessment and benchmarks for success.
3. Program SLOs and certificate SLOs must be assessed and the results for at least one of them posted.

4. The timetable for completing the assessments of the others (this also applies to their course assessments) must also be posted.

We have asked Nick Minassian to add a link to our Department notes page so that Word documents can be uploaded on the online SLO system and to make this page visible to all faculty. This is also a good place to post the department SLO timetable. Nick has said that within a week he will have the updated catalog courses linked to each degree and certificate so that when a person clicks on either, they will see a list of the courses that support that particular degree/or certificate.

We have formed teams for additional documented assessment and discussion of our ILOs. We especially need help with assessing our written communication ILO because it is the most common ILO across the disciplines. The written communication ILO assessment team will be meeting next Monday, October 8. Pat passed around a sign-up sheet for volunteers and stressed that we need representation from each department.

**C. Student Discipline Procedure** – Vice-President Ramirez: President Echeverri reported that Mr. Ramirez was unable to attend today’s meeting due to other commitments, but promised to attend the next senate meeting. He has requested that faculty forward any questions they may have about student disciplinary procedures.

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

**A. Accreditation Steering Committee** – Hernandez: See report under old business.

**B. Educational Planning Committee** – Phares: EPC has been focusing on Program Review, program Viability, and the Strategic Master Plan.

**C. Budget and Planning Committee:** Sparfeld reported that whether Governor’s Brown Tax Initiative (Proposition 30) passed or not would determine the strategic path the college takes for its future cuts and spending.

**D. Facilities and Planning** – Klitsner: Paulsen gave an update and reported that the committee was having difficulty with attendance and reaching a quorum. A name was proposed for the performing arts building.

**E. Professional and Staff Development Committee** – Williams: No report was given.

**F. Student Learning Outcomes and Assessment** - Flood: See report under New Business.

## **Announcements**

**LAMC Transfer Fair Day:** Please inform students that this event will be held at our college Monday, October 15<sup>th</sup> from 10:00 am to 1:30 pm. For more information contact Transfer Center Director Tashini Walker.

**Center for Math and Sciences Grand Opening Ceremony:** Will be held on Tuesday October 16, 2012.

Meeting was adjourned at 3:03 pm.

Respectfully submitted by Gina Ladinsky, Secretary