

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

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

**Senators Present:** Mike Climo, Pat Flood, 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, Robert Smazenka, and D'Art Phares

**Senators Absent:** Mark Pursley, John Morales, Ife Keller, Jose Luis Ramirez, Said Pazirandeh and Rudy Garcia

**Proxy Holders:** Madelline Hernandez for Said Pazirandeh, Margie Long for John Morales

**Faculty Present:** Tigran Mkrtchyan, Sherrie Loper, Sandy Thompson, Cindy Luis, Diana Bonilla, Joyce Woodmansee, Veronica Cox, David Jordan, Cindy Cooper, Gayane Godjoian, Monica Moreno, Maria Fenyes, Rye Park, Curtis Stage, and Jill Biondo

**Guests:** Don Gauthier, District Academic Senate President, David Beaulieu, District Academics Senate Vice-President, Monte Perez, LAMC President, and Doleatha Young (ASO Senator for Education and Curriculum).

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

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

**III. Approval of Minutes:** Motion to approve by Echeverri with corrections carried (Prostack/Milke) Abstention: Madelline Hernandez

#### **IV. Officers Reports**

##### **A. President's Report – Echeverri**

###### **1. Administrative and Faculty Hiring at LAMC:**

**Faculty Hiring:** This summer many faculty members were very busy serving on several selection committees to hire tenure track faculty. The last minute decision to hire was in order for the LACCD to meet its FON (Faculty Obligation Number). Each new faculty hire will be subsidized by the district for three years (\$35,000 year 1, \$25,000 year 2, and \$15,000 year 3).

###### **The following individuals were hired for probationary positions at Mission:**

- Biology: Dr. Par Mohammadian
- Chemistry: Gayane Godjoian
- Child Development: Patricia Rodriguez
- Counseling (Transfer Center): Tashini Walker
- Geography: Daniel Waktola
- Sociology: Jill Biondo

**Other hires:**

- **STEM Counselor:** Marina Sangkavichai was hired as a limited contract counselor for the STEM program.
2. **Senate Representatives on Tenure Evaluation Committees:** The Academic Senate needs tenured faculty to volunteer to serve as nonvoting senate representatives on probationary committees for the individuals listed above. Committees need to meet before the end of September. Please inform me if you are interested in serving.
  3. **Administrative/Other Positions:**
    - **Vice President of Academic Affairs:** After six years of dedicated and distinguished service to Los Angeles Mission College as Dean and Vice President of Academic Affairs Alma Johnson-Hawkins accepted a position as Interim Vice President of Student Services at Pierce College effective July, 2012. The selection process for a permanent VPAA is underway. The selection committee will interview candidates on 9/24/12.
    - **Assistant Dean of Title V:** After 12 years of dedicated and distinguished service as Assistant Dean of Title V. Susan Rhi-Kleinert has accepted a position as Associate Dean of Title V at Harbor College. Young Ji-Lee will be serving in an interim capacity until a new person is selected. There was a farewell reception for Susan on Tuesday 9/4/12, which was her last day at Mission.
    - **Institutional Research:** After three years of dedicated service, Hanh Tran stepped down as Interim Dean of Institutional Research. President Perez has initiated the hiring process for this position.
    - **Administrator in Charge:** Dean Stephanie Atkinson-Alston is serving in this capacity until a permanent VPAA is hired.
  4. **Shared Governance Committee Appointments (2012-2014):**

**Budget:** Bamdad Samii and Leslie Milke  
**Faculty and Staff Development:** Mike Climo, Marie Zaiens, Roula Dakdouk, and 1 pending  
**Student Support Services:** Cynthia Luis  
**Facilities:** Angela Echeverri, Sherrie Loper and 1 pending  
**Educational Planning & Technology Committees:** 1 pending each
  5. **DAS Report:** The next DAS meeting will be at Los Angeles Mission College on Thursday, September 13<sup>th</sup> at 1:30 pm in the Culinary Arts Institute. Lunch will start at 12:30 pm.
  6. **Faculty Innovation Day:** On Friday, September 21st the District Academic Senate will be holding an Innovation Day from 8:30 AM to 2:30 PM. Each college in the district will be sending a team of faculty representatives to this event. We would like to send 12-15 individuals from different areas of the college. Please inform me if you are interested in attending.
  7. **Student Discipline:** In the last few months there have been many complaints about escalating violations of the Student Code of Conduct. Some common complaints include violations of college rules and regulations (BR 9803.11), dishonesty (BR 9803.12), disruption of classes or college activities (BR 9803.15), theft or damage to property (BR 9803.16), disorderly conduct (BR 9803.25), performance of an illegal act (BR 9803.25), interference with performance of duties of employees (BR 9805), unsafe conduct (BR 9806), and others. Faculty who witness these activities can formally report these violations by filling out Form SD5 and submitting to the administrator(s) in charge of student discipline, VPSS Joe Ramirez or others. President Perez initiated disciplinary action against students after several incidents of chalking in the Quad area and other violations of the Student Code of Conduct occurred last week.
  8. **Mission Statement:** Over the summer, LAMC conducted student and faculty/staff surveys on two different versions of the Mission Statement. Both surveys indicated overwhelming preference for the following version: *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 life of the diverse communities we serve.*

The revised Mission Statement is on the Board Agenda for its meeting on 9/12/12.

**9. Project Match:** The following individuals are participating in Project Match this fall:

|                               |                            |
|-------------------------------|----------------------------|
| Intern                        | Mentor                     |
| Diana Amador (Math)           | Alireza Roshannaie         |
| Brendan Reynolds (Media Arts) | Guillermo Aviles-Rodriguez |

**10. 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 \$1,398.37
- Carla Bowman Scholarship \$3,533.03
- David Lee Moss Scholarship \$ 357.01
  
- Faculty dues are \$25 and are currently due.

**V. Guest Speakers:**

Don Gauthier expressed concern about the campus climate and recent events at Mission. He stated he was planning to visit the senate meetings on a regular basis.

David Beaulieu echoed Gauthier's concerns and stated that the Academic Senate's role in shared governance was essential to the functioning of the college and student success.

Monte Perez welcomed faculty back to campus after the summer break. He stated that his primary concern was accreditation and that he would work to improve the campus climate.

**Public Address Speakers:**

Doleatha Young, the ASO Senator for Education and Curriculum introduced herself to the senate.

Gina Ladinsky asked all committee chairs to send her electronic copies of their reports and talked about the recording of the meeting minutes.

Marie Zaiens discussed the "It Takes a College to Raise a Skill: 8 Essential Lessons project." She encouraged all faculty to participate in this important initiative to support student success.

**VI. Old Business:**

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

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

| <b>Course/Program</b>  | <b>Action</b>               | <b>Date</b> |
|--|-----------------------------|-------------|
| • Chicano Studies 47   | update                      | 5-1-12      |
| • Physics 6, 7   | updates                     | 5-1-12      |
| • Chemistry 51, 65, 101  | updates                     | 5-1-12      |
| • CAOT 6   | update                      | 5-1-12      |
| • CAOT 20  | Addition of District Course | 5-1-12      |
| • Engineering 185, 285, 385  | archive                     | 5-1-12      |
| • Photography 9A, 9B, 21, 21A, 21B   | archive                     | 5-1-12      |
| • Art 201, 502   | updates                     | 5-15-12     |
| • ITV – Philosophy 1   | update                      | 5-15-12     |
| <ul style="list-style-type: none"> <li>• ANATOMY 911, 921, 931, 941</li> <li>• ANTHRO 911, 921, 931, 941</li> <li>• Art 921, 931, 941</li> <li>• ASTRON 911, 921, 931, 941</li> <li>• BIOLOGY 911</li> <li>• CAOT 47, 89, 91, 911</li> <li>• CHEM 911, 921, 931, 941</li> <li>• CO SCI 911</li> <li>• ECON 911, 921, 931, 941</li> <li>• ENGINEERING 911</li> <li>• ENGLISH 911</li> <li>• ENV SCI 911, 921, 931, 941</li> <li>• FINANCE 911</li> <li>• GEOG 911, 921, 931, 941</li> <li>• HEALTH 921, 931, 941</li> <li>• HISTORY 911, 921, 931, 941</li> <li>• HUMAN 911</li> <li>• JOURNALISM 911</li> <li>• LAW 911</li> <li>• MARKET 485, 911</li> <li>• MATH 911, 921, 931, 941</li> <li>• MGMT 911</li> <li>• MICRO 911, 921, 931, 941</li> <li>• MUSIC 911</li> <li>• PHILOS 911, 921, 931, 941</li> <li>• PHOTO 911, 921, 931, 941</li> </ul> | Archive                     |             |

|  |  |  |
|--|--|--|
| <ul style="list-style-type: none"> <li>• PHYS ED 911, 921, 931, 941</li> <li>• PHYSICS 911, 921, 931, 941</li> <li>• PHYSIOL 911, 921, 931, 941</li> <li>• POL SCI 911, 921, 931, 941</li> <li>• PSYCH 911, 921, 931, 941</li> <li>• SOC 911, 921, 931, 941</li> <li>• SPEECH 911</li> <li>• THEATER 911, 921, 931, 941</li> </ul> |  |  |
|--|--|--|

**B. Shared Governance Committee Appointments:** Appointments to Shared Governance Committees were announced by Echeverri (See report above).

**C. Accreditation Update (Hernandez):** Work on the accreditation self study has continued over the summer. Progress on some of the standards has been affected by the loss of several key administrators including Vice President and Accreditation Liaison Officer Alma Johnson-Hawkins, Dean of Curriculum Nadia Swerdlow, Dean of Title V Susan Rhi-Kleinert, and the Institutional Researcher. The district will be coordinating a mock accreditation visit on Tuesday, October 30<sup>th</sup> with team members from inside and outside of the district to help identify any gaps in the self study before it is submitted for final approval. The Accreditation Steering Committee continues to meet on a regular basis working to support the completion of all standards.

**VI. New Business:**

**A. Guidelines for the Academic Senate Public Address:** A draft proposal for public address guidelines was introduced by Milke.

**B. Revisions to the LAMC Academic Senate Constitution:** A draft proposal of the constitution was discussed by Hernandez.

**C. Flex Day Calendar** was discussed by Climo. **The motion to move Flex day was noticed** for the senate’s next meeting. According to the contract, Article 10.D.4.B

*The date of the fall mandatory flex day should be one of the last two weekdays (Thursday or Friday) of the week before the start of the fall semester. The colleges will notify faculty of the selected date by September 30 of the preceding year.*

**Proposed Motion:** Flex Day will be on Thursday, August 22, 2013.

**VII. Reports of Senate and College Committee Meetings**

**A. Accreditation Steering Committee** – Hernandez gave a report (see above).

**B. Educational Planning Committee** – Phares: There are no comprehensive reviews scheduled for this year, so EPC considered how it might use the year to improve its performance and integration with other

committees. It was decided that, over the next few months, EPC would address a number of issues, including tweaking the Program Review process to make it more efficient, revision of EPC's charter to more accurately reflect its duties and responsibilities, and the desirability of changes in EPC's membership.

**C. Budget and Planning Committee – Sparfeld:** At our most recent meeting the Budget and Planning Committee discussed the most recent budget situation which is very dire. The Committee has been trying to determine the best process for prioritizing further cuts should they be necessary or restoration of funds should the financial picture improve. Possible options include referring to the program review process, using a rubric to prioritize importance, and other means to recommend suggested action to College Council and the President.

**D. Facilities and Planning – Klitsner** gave the following report:

Summary of Agenda Items Discussed:

- **Work Environment Committee (WEC):**

Hand held devices problem has been resolved by requiring faculty who have an issue purchase their own personal devices.

The faculty restroom issue has been resolved by suggesting faculty with concerns to use the locked restrooms located across from Academic Affairs.

The adjunct faculty computers will require a log on to prohibit students from using these computers.

Jolie Scheib will be the new WEC chair for the 2012-2013 year.

- **Measure J Updates**

A facilities Director from the District has visited the campus to review the moratorium projects including the Student Services building.

East Campus is being moved into and is pretty much wrapped up.

Media Arts project is underway and moving forward. Some issues have been discovered since the new contractor accepted the contract.

Central Energy Plant is being supported by the District and will provide a “State of the Art” operation.

Swing Space projects are still in progress

- **Media Arts:** The User Group is requesting a new name for the building. “Fine and Performing Arts Center”
- **Membership:** The Senate, AFT and ASO need to appoint members to the Committee.

**Report of Action Item:** The name for the Media Arts Building will be changed as per the user group's recommendation to "*Fine and Performing Arts Center*"

**E. Professional and Staff Development Committee** - Moreno reported that the committee met before today's senate meeting and would be electing a new chair in October.

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

**ILO/PLO/SLO/SAO Assessment:** Faculty were reminded to use the SLO Assessment Handbook distributed at Flex day as a reference guide to assist them with doing their SLO reports. Pat asked that chairs and faculty review the SLO work done to be sure it is of high quality and to add any resource requests as a result of the assessments if they have not previously done so. These will be part of the resource requests identified in this year's program review updates.

Faculty were reminded that it is important for the upcoming accreditation review that program assessments be posted online.

Flood stressed the importance of having at least one SLO assessed for each active course, certificate, and program by this fall in order to meet the Fall Proficiency SLO deadline. The assessment results and resource requests reported last year are also an important part of our accreditation evaluation report.

**G. Commencement Committee** – Milke announced that the Senate would be appointing new faculty to the 2012-2013 Commencement Committee.

### **Announcements**

**LACCD Faculty Innovation Day:** If you are interested in joining fellow faculty for a day of teaching innovation and best practices contact Senate President Echeverri. Event will be held at Van de Kamp's Center Friday, September 21<sup>st</sup> from 9:00 am to 3:00 pm.

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

The meeting was adjourned at 3:34 pm.

Respectfully submitted by Gina Ladinsky, Secretary