Minutes of the Academic Senate Meeting
November 1, 2007

Voting Members Present: (Senators), Ed Casson, Terri English, John Klitsner, Michong Park,
Said Pazirandeh, Yolanda Ramil, Rick Scuderi, Janice Silver, Robert Smazenka, Debby Wong,
Joyce Woodmanse.

Voting Members Absent:
Charles Dirks, Ruthie (Parthenia) Grant, John Orozco, Paul Kubicki, Ralph La Rosa,

Exec, Members: Eloise Cantrell, Pat Flood, Lorraine Manoogian, Leslie Milke, Gary Prostak, Mark Pursley,
Louis Zandalasini

Executive Members Absent: Gwen Walker, Angela Echeverri

Faculty Present: Cindy Cooper, Joanne Kalter-Flink, Guadalupe Jara, David Jordan, Margie Long,
Abdo Malki, Deborah Paulsen, Geri Shapiro, Ed Raskin

Visitors/Guests: None

I. Parliamentarian- Lorraine Manoogian called the meeting to order at 1:35 p.m.

II. Approval of Minutes:

The minutes from the October 4, 2007 meeting were unanimously approved (Long/ Shapiro)

III. Officers’ Reports

A. President (Angela Echeverri) (Substitute- Eloise Cantrell)

President Angela Echeverri is attending the State Academic Senate conference in Anaheim.

Eloise referred to the President’s written report and went over the items.
See President’s Report attachment, and add under “Discipline List” that your area’s District Academic Senate
representative needs to check it, and if your area was missed let Angela know so your discipline can be represented at
District meetings. Also add under “Shared Governance Update” that at the October 4, 2007 Academic Senate meeting a
motion made by (Milke, Long) to approve the Shared Governance Committee’s membership appointments was
unanimously passed.
B. Treasurer (Louis Zandalasini)

1. Report on account at the First American Bank:
   - Faculty Senate Checking Account $1,509
   - Carla Bowman Scholarship $3,525.26
   - David Lee Moss Scholarship $556.98

2. Faculty Dues of $25 are due now.
   Please pay Louie as soon as possible.

   The faculty dues of $25 help to provide scholarships. There is $300 available (up from $250) for conference requests. The process to get these funds will be in the faculty mailboxes soon.

IV. Public Address: comments on matters on the agenda for the current meeting (Manoogian) None

V. Reports of Senate Committee Meetings

A. Academic Rank (Long)

   Margie reports that at the November 5th meeting, the committee will review faculty applications and report back on results at the December Academic Senate meeting. Margie will check with Mari Rettke to make sure the application forms are on-line.

B. Curriculum (Pazirandeh)

   Said reports 3 items:
   
   First, there are changes in Board rules due to recent Title V changes. Now a student can repeat a course 2 times to improve a poor grade without an appeal. The 3rd repetition would require an appeal. So, in effect, with an appeal on the 3rd repetition, a student can now take a course 4 times to improve a poor grade.

   Second, new legislation passed this year allows campuses to approve standardized courses without having to wait 1 year for State approval. These courses can now be approved on the District.

   Third, the Distance Ed course approval process is now in place and posted on-line. The forms are being finalized. David Jordan is helping to prepare calendar deadlines.

   In response to a question, Said mentions that Stand Alone courses are not part of any program. Pat Flood mentions the importance of SLO’s in the approval of courses.

C. District Academic Senate (Pursley, Prostak)

   Mark announces that November 30th is District Discipline Day, and all chairs or their representatives are to meet at L.A. Trade Tech for a day long meeting and workshop. However, Eloise Cantrell mentions that on that same day the chairs are invited to the District office for a meeting there.

D. EPAC (Sonia Soto-Bair) No report.
E. Faculty Hiring Committee (Klitsner)

The committee has collected all requests for full-time hires. The deadline was October 24th. They will be reviewed by the committee after refining their review process in consultation with the Educational Planning Committee. This is so the review process can be as objective and fair as possible. Among other things, a rating form will be developed. Administrative resource person, Maury Pearl, will be adding his expertise to the process. On Monday John will join the Ed Planning meeting to further develop the process. Then the requests will be reviewed by the Faculty Hiring Committee on Thursday, November 8th in order to prioritize them as fairly and transparently as possible, realizing the budget constraints of the college. Ed Raskin asks if he can see the list of disciplines that have requested full-time positions. John said he would share that with whoever might be interested. Terry English states that she didn’t know the deadline had passed, and has a request for a full-time hire that she’s been working on for a long time. Eloise mentions that the committee’s work is on-going for Fall, 2008 hires. Motion (Milke/Flood) passed unanimously to refer Terry English’s request for hire to the Executive Board for further discussion. Terry will have the request ready for any presentation necessary.

F. Education Planning Committee Report and Unit Assessment (Silver)

The committee meets the 1st and 3rd Mondays of the month in CC 4. Three big items.

First, unit assessment review is an important process. It is where all we’ve been working on comes together (SLO’s, planning, goals, objectives, etc.). All units of the college now are required to do this. Maury Pearl has streamlined tools to use for this process. Forms will come to you with needed data attached, and all will be accessible to you on-line. The forms and deadlines will be very clear. The really productive part of this process is talking with your colleagues about how you want your discipline or department to grow and what the goals and objectives should be. The forms will be available next week.

Second, there are separate task forces in the Education Planning Committee (EPC) because the committee is so diverse in scope.

Third, the next push the EPC will work on is updating the Educational Master Plan for 2005-2010 with updates from the District Strategic Plan and the Accreditation recommendations. The updates should be 4 or 5 pages in length.

G. Budget and Planning Committee (Milke)

Leslie reports that the committee meets every second Thursday of the month in CC 4. The committee has a website where minutes are posted. The committee’s charter was approved October 18th by the College Council. The campus has a projected deficit of $3 million. Nonetheless, the committee is updating request forms for additional funds and sending faculty e-mails on how to use them. We need to tie budget to planning. Our next meeting will be Thursday, November 15th. There is Block Grant monies available despite the campus deficit.

VI. Old Business

A. Basic Skills (Barbato) No report.

B. Accreditation (Flood) Discussed within President’s Report attached.

C. Student Learning Outcomes (Flood)

See attached report. In addition, Lorraine Moonogian urges adjuncts participation in the creation of SLO’s. David Jordan elaborates on the software training programs and urges faculty to attend related workshops.
D. Shared Governance Task Force (Milke, Prostak) Discussed in President’s Report attached.

E. AFT Taskforce (Prostak)

Gary reports that the task force is currently composed of himself, Angela Echeverri, and Pat Flood. He is asking for more volunteers. Bob Smazenka volunteers. A big issue is insuring that the success of SLO’s is not used as criteria for evaluating faculty.

VII. New Business

A. Increased Math Graduation Requirements (Smazenka).

See attached report. Bob elaborates on the attached report by sharing in detail a new proposed math sequence, which will involve a curriculum change. The proposed new curriculum is modified for 2 reasons: first, the current content of 115 and 125 needs rearranging because of overlap and missing content emphasis, especially in 125; second, the creation of the Math Center labs should also extend to Intermediate Algebra. The new sequence, already in place at a Harbor College, replaces 113, 114 and 125 with Math 123 A, B and C. This is the slower track. The faster track would be 134 A and B, which is the currently 115 and 125. An additional course Math 136 would be new to the district and a prerequisite to advanced math course such as Trigonometry, Calculus, etc. Math 136 would not be needed for transfer purposes. These changes, in particular the Math Center labs’ added involvement in Intermediate Algebra, need action now to be ready for Fall, 2008 implementation. The bureaucracy of the Math Center labs is particularly intense, and is at the center of a Title 5 grant which expires in Fall, ’09, the same semester that the State has mandated that Intermediate Algebra be an Associate Degree requirement for all colleges. Bob requests approval from the membership to recommend moving up the beginning date of this requirement at our college the first year, and a pilot study be completed with the grants help. This pilot study, in turn, would help in the re-application for the needed continuation of the Title 5 grant beyond Fall, ’09.

Motion (Milke/Flood) to support and approve the new graduation plan for requiring Intermediate Algebra as a Degree requirement in Fall, ’08. Motion passed unanimously.

B. Code of Conduct Statement (Cantrell for Echeverri).

Eloise reported that the Code of Conduct statement will be voted on at the December 6 ,2007 meeting.

VIII. Announcements

- Next Senate meeting: December 6, 2007 Campus Center 5 1:30 p.m.
- November 30, Friday IFSEA Fall Ball – (Culinary Arts event) tickets are one sale. $35 for faculty and guest and $25 for students.

The meeting was adjourned at 2:55 P.M.

Submitted by Rick Scuderi –/Eloise Cantrell Secretary