I. **Call to Order and Adoption of the Agenda** – J. Freitas
   The meeting was called to order at 12:36 PM and the agenda was adopted as written with addition of Thelma Day and President Martinez under Guests/Special Presentations.

II. **Approval of the Minutes of Previous Meetings** – E. Gnerre
   a. Minutes of April 11, 2013 meeting
      MSP to approve the minutes.

III. **Public Comments** – 5 minutes
    None

IV. **Guests/Special Presentations**
   a. Dr. Dan Walden, Vice President of Academic Affairs
   b. Thelma Day
      Program change to Rad Tech. Accredited by several agencies. Student certificate exam pass rate very good. Seven non-compliant areas highlighted in accreditation site visit. Program on probation. Some deficiencies already corrected. Rest must be addressed by 2015. Next steps were outlined. Current students still accredited while program on probation. Administration committed to getting program off probation as soon as possible.
   c. Campus Evacuation - President Martinez
      Sequence of Events:
      - 911 call made by a community member about a suspicious lunch box with wires sticking out around near New Hampshire Ave. 5:40 PM, Wednesday, April 24th, 2013
      - Box near elevator in Sci Tech was also called in and checked
      - LAPD notified Sheriff and order given to clear campus
      - People were allowed back in at 7:30 PM to gather belongings
      - Notices went out at 7:38 PM that all was clear
      Results:
      - Debriefing took place to review alerts that did and did not go out, and who they went out to
      - Task force on safety being formed
      - Emergency Operation Plan will be updated
      - First time in five years campus was evacuated. Went fairly well, but improvements can be made
      - Pres. Martinez will investigate bell system that used to exist, and why it isn’t present in new buildings
      Concerns were raised about:
      - Sci Tech’s experience evacuating building but not being told to evacuate campus
      - Direct communication requested, not forwarded emails
      - Da Vinci Hall’s lack of cell phone reception
      - Lack of telephones in classrooms
- Lack of blue phones directly connected to Sheriff
- Lack of audible public address system
- Custodians lacking walkie talkies
- Administrator’s communication while on campus and while away
- Fire drills and process of having building captains and floor wardens

Sheriff’s direct line is 323-662-5276 (#3 while on campus phones).

Please send all concerns and complaints to President Martinez’ office.

V. Consent Calendar (action) – J. Freitas
   a. Curriculum approvals
      Adopted as presented with exception noted below.
      i. Title 5 updates – see spreadsheet
      ii. New course requests – see spreadsheet
      iii. Reinstatement – see spreadsheet TABLED (Portuguese)
      iv. New course requests – see spreadsheet
      v. Non-credit new course – Basic Skills 35 (Basic Math Skills)
      vi. Course change requests – see spreadsheet
      vii. Course archive requests – see spreadsheet
      viii. Distance education addenda – see spreadsheet
      ix. Honors addenda – see spreadsheet
      x. Program/certificate change – see spreadsheet
      xi. Program archive – see spreadsheet

VI. Action Items
   a. Closing of nominations for spring 2013 elections – B. Vasquez
      Received one additional unique nomination since last meeting. Last call for nominations yielded none. MSP to close nominations. Instructions will go out Monday. Election runs May 6-13.
   b. Resolution 11-513: Adoption of a Single Distance Education Course Management System – D. Marlos
      After being read aloud, it was moved and seconded and to approve.
      Discussion: Presentation made by Evan Kendall to refute claims in resolution. VP Walden explained that Distance Ed must show interaction between faculty and students. Student authentication a major issue of ACCJC. Strong suggestion coming out of ACCJC to move to a single CMS. New District SIS system, PeopleSoft needs one CMS district-wide to avoid millions of extra dollars, and Etudes works better than others for this. Other colleges in District are moving to Etudes. Very complex issue. Distance Ed, as it is currently run on this campus, would receive a bad review with accreditors. Motion failed on a vote of 8 yays, 9 nays and over 15 abstentions.
   c. Resolution 12-513: Approval of Policy on Allowed Sources for Creation of Unit Planning Goals – M. Reisch
      MSP with one abstention to approve as perfected. MSP to approve Christine Tinberg’s proposed amendment which seeks to make language across campus as consistent as possible.

VII. Notice/Discussion Items
   a. Hiring Prioritization Committee update – A. Cohen
      Have done initial groundwork about criteria, will meet again next Tuesday, bringing recommendations to Senate by May 16th

VIII. Treasurer’s Report—J. Bhakta
      Emeriti Association will pay for one of the Faculty Learning Awards. Book Program asked for $100 honorarium for Glen Creason, author who spoke yesterday. MSP to approve honorarium from budget.

IX. Associated Student Government – J. Hobson
      Looking for faculty advisor to go with 30 students to STOMP Conference Friday, April 26th. Nate Lorentz volunteered. Foreign Language Day big success. Study abroad trip taking five Spanish Language students to Spain.
X. Accreditation Co-Chair Report – D. Wanner
   Kickoff May 10th multipurpose room Student Union all day event. Co-chairs in place to oversee each standard. Steering committee will report to A-Team.

XI. Achieving the Dream Report – G. Colombo
    None.

XII. President’s Report – J. Freitas
   a. Executive Committee Actions
      i. No actions
   b. Consultation with senior staff
      Met last Monday: Student Union fee issue raised; bond steering requests without formal user group recommendation; reassign time discussion needs to be started.
   c. Report from Spring Plenary session
      Went up to San Francisco for Plenary Sessions.

XIII. Senate Standing Committee Reports
   a. Professional Development – C. Park
      None.
      i. Book Program – R. Goddard
         Glen Creason author appearance a success. Six books given away to students. Letter from Birmingham Jail reading last week was also quite a success.
   b. Student Learning Outcomes – C. Tinberg
      Ethical reasoning discussion took place last Thursday.
   c. Student Success – K. Webber
      Meeting next week.
      i. Basic Skills – J. Nishimura
         None.
   d. Curriculum – M. Reisch
      Last meeting of the year May 21st. At Plenary, Barry Russell spoke about State Chancellor’s office auditing courses for repeatability and levels, wanting to see fewer courses at what is seen as an attack on performing arts and physical education courses.
   e. Educational Planning – D. Marlos
      CPR Validation Teams are wrapping up validations needed for strategic master plan. Will bring to EPC to reconstitute disciplines. Department Chairs will be invited to EPC during the validation process; viability study on economics did meet, Daniel Ruiz elected chair.
      i. Budget Allocation Subcommittee update
         Will meet next week to finalize the Academic Affairs Annual Unit Plans list. Unfunded CTE requests still need to be prioritized.
   f. Department Chairs – D. Wanner
      Meeting next Tuesday. New Chair of Chairs to be elected. Handbook to be re-written.
   g. District Academic Senate – K. Bimber
      None.
   h. Constitution and Bylaws – A. Pavlik
      None.
   i. Academic Rank – H. Plotquin
      None.
   j. Elections – B. Vasquez
      Nothing further.
   k. Fellowship – A. Sburlan
      i. Next department for senate lunch—Art and Architecture
XIV. Shared Governance Council and Special Committee Reports

a. Shared Governance Council – D. Wanner
   
   *Task force set up to write an integrated planning handbook for campus.*
   
   i. Budget – D. Wanner
   
   *May Revise may yield additional monies. Projected carry-over $500K. Normal size Spring Semester.*
   
   ii. Planning – M. Reisch
   
   iii. Program Review – M. Reisch/D. Wanner
   
   iv. Bond Steering – D. Wanner
   
   *ADA (Vermont Corridor); contractor now has manager for Clausen Hall; PE Building exterior in DSA, slated to open in July; athletic field under construction will be done by summer.*
   
   v. Facilities Planning –
   
   vi. Technology Steering – K. Beaufait

b. Matriculation Advisory Committee Enrollment Priorities Task Force – K. Webber
   
   *Enrollment trending down in District. Colleges need to be proactive in planning.*

c. Student Accommodations – S. Matranga
   
   *Accommodations in testing issue were raised concerning some instructors’ lack of sensitivity toward students requesting these.*

XV. Announcements

a. Senate Music Night, Friday, May 3. Faculty Music Recital 7-9 PM, preceded by Senate Reception @ 6.

b. Faculty Learning Awards, Tuesday, April 30, 1:30, Faculty and Staff Center

c. College-wide Accreditation Kickoff (Formerly Spring Senate Retreat), Friday, May 10, 9:00-2:30, Student Union Multipurpose Room

d. Faculty Retirement Luncheon, Thursday, May 23, 12:30-2:30, Student Union Multipurpose Room

XVI. Adjournment – Next meeting is Thursday, May 16, 12:30

*Meeting adjourned at 2:55pm.*

Evidence provided:

Agenda on SharePoint

_Draft_ minutes of April 11, 2013 meeting

Resolution #11-S13: Approval of Recommendation on Using a Single Course Management System for Distance Education Courses

LACC Distance Education Committee letter of April 22, 2013 to President Freitas Re: Proposal to adopt Etudes as the only course management system at LACC

Resolution #12-S13: Endorsement of Allowed Sources for Creation of Unit Planning Goals

Proposed Amendment to Resolution #12-S13, dated 04.25.13

Curriculum meeting spreadsheet, dated 04/16/13

LACC Accreditation Kickoff flyer

LACC Theatre Academy flyer for _A Raisin in the Sun_