The Academic Senate of Los Angeles City College

Minutes for the General Session
Thursday, May 16, 2013, 12:30 PM
Faculty and Staff Center
855 N. Vermont Avenue
Los Angeles, CA 90029

I. Call to Order and Adoption of the Agenda – J. Freitas
The meeting was called to order at 12:34 PM and the agenda was adopted as written, with some rearrangement of items.

II. Approval of the Minutes of Previous Meetings – E. Gnerre
a. Minutes of April 25, 2013 meeting
MSP to approve the minutes with one correction, changing Matriculation Report to Enrollment Priorities Task Force.

III. Public Comments – 5 minutes
None

IV. Guests/Special Presentations
a. Celebration of our Newly-tenured Faculty – Laura Berry, Mike Farrell, Darlene Levy, Laurel Paley, Adriana Portugal
We toasted the newly-tenured faculty with sparkling cider and celebrated with cake.

b. Mr. Randy Anderson, Dean of Student Services/OSS
Not present

V. Consent Calendar (action) – J. Freitas
None

VI. Action Items
a. Approval of Executive Committee Authority for Summer (June 1 – August 21, 2013) – J. Freitas
MSP to give authority to Executive Committee to act over Summer.

b. Approval of 2013 Faculty Association and Academic Senate Elections Report – S. Hendricks
Unofficial results mailed out Tuesday, with number of ineligible ballots increasing to 15. The committee was thanked for their hard work, which began last Fall.
MSP to approve Election Committee report.

Read aloud. MSP to approve resolution with one abstention.
Committee met at least six times. Process explained. VP Walden will forward list as is. Has asked Deans to highlight items that are already in the operational budget for next year, because if they are being paid for there, then they can be removed from the list.

VII. Notice/Discussion Items
a. Hiring Prioritization Committee update – A. Cohen
Not quite finished. Committee welcomes further comments and suggestions. Senate Exec will look at on Tuesday. Process to begin in February and end in November. Pres. Freitas will forward draft to Senators today. VP Walden praised Arax Cohen’s hard work as co-chair.

b. Governance and Planning Reform – D. Wanner and G. Colombo
Task Force convened in late April with goal of rewrite existing, very outdated Shared Governance Handbook; goal is to reduce redundancies and the number of committees, and to clearly delineate responsibilities, find a home for student success. Gary Columbo walked Senate through organizational chart and draft A New Model for Governance. — **Noticed**

c. **Standing Rules on Senate Committees** – J. Freitas
   Senate Executive Committee would have to sign off on all operational handbooks, changes to meeting schedules, committee structure and membership. Desire for an accessible master calendar expressed. Please look at and offer comments.--**Noticed**

d. **Program Review Committee recommendation to SGC linking response to CPR validation team recommendations to consideration for resource allocation requests** – D. Wanner
   Responses to 2013 CPR were uneven; some groups gave a lot of thought, others did not. If units provided limited or no analysis and did not create meaningful improvement plans, the recommendation is that those units should not be able to request additional funds on top of their maintenance/ongoing budget in the 2013-14 AUP process, which would affect their 2014-15 funding. Might want to withdraw ability to participate in prioritization. Should advise units ahead of time of all the ramifications of not complying.

VIII. **Treasurer’s Report** – J. Bhakta
   For Retirement Luncheon, make checks payable to LACC Faculty Association. Cash and PayPal are additional options.

IX. **Associated Student Government** – S. Kim
   Read statement of gratitude from ASG President Jywanza Hobson.

X. **Accreditation Co-Chair Report** – D. Wanner
   Kick-off last Friday drew 80-90 people and was a big success. Outcomes included beginning work on new mission statement; familiarity with integrated planning, student success data, and how we will approach the 2015 self-evaluation.

XI. **Achieving the Dream Report** – G. Colombo
   Ralph Bunche gathering yesterday featured some impressive alums from the program.
   Final report due May 29th. Survey is a major part and drew 56 responses from SGC, Student Success Committee and Academic Senate. Results and executive summary was emailed to the campus this week.

XII. **President’s Report** – J. Freitas
   a. **Executive Committee Actions**
      i. Approval of May 30 senate meeting
      ii. Approval of consideration of Governance and Planning Reform
   b. **Update on distance education course management system situation**
   c. **Executive Committee retreat late June/early July**
      Would also like to plan fun Senate retreat in early Fall.

XIII. **Senate Standing Committee Reports**
   a. **Professional Development** – C. Park
      No report.
      i. **Book Program** – A. Maeck
         No report.
   b. **Student Learning Outcomes** – C. Tinberg
      Planning a survey for graduates about Institutional Learning Outcomes (ILOs).
   c. **Student Success** – K. Webber
      No report.
      i. **Basic Skills** – J. Nishimura
         No report.
   d. **Curriculum** – M. Reisch
Last meeting next Tuesday.

e. **Educational Planning** – D. Marlos
   Annual assessment will appear in June. Reached quorum at every single meeting. Program review process continues—waiting on three more validation teams.
   
   i. **Budget Allocation Subcommittee update**

f. **Department Chairs** – D. Wanner
   83rd Department Chairs Luncheon taking place May 28th. Held every years since LACC’s founding. New Chair of Chairs will be elected then.

g. **District Academic Senate** – J. Freitas
   Camille wanted establishment of campus monuments (outside groups asking for commemorations on campus) committees. Wrote board rule. John served on task force to look at language. Resolution on Adult Education passed regarding concern of DAS about proposal to move from K-12 to CCs. This occurred before May revise dropping the proposal.

h. **Constitution and Bylaws** – A. Pavlik
   Working on a committee interest form.

i. **Academic Rank** – H. Plotquin
   No report.

j. **Elections** – B. Vasquez
   Nothing further.

k. **Fellowship** – A. Sburlan
   i. Next department for senate lunch– Business/CAOT

XIV. **Shared Governance Council and Special Committee Reports**

a. **Shared Governance Council** – D. Wanner
   i. **Budget** – D. Wanner
      Budget Committee meeting on Monday.
   
   ii. **Planning** – M. Reisch
      Nothing further.
   
   iii. **Program Review** – M. Reisch/D. Wanner

At approximately 1:30 PM, the meeting went into recess when we were asked to evacuate to the north side of campus due to a suspicious package alert. We were turned back by VP Todd Scott as we approached the Camino Theatre, when he advised us of an “All Clear” declaration. The Senate Meeting reconvened at approximately 1:45 PM.

iv. **Bond Steering** – D. Wanner
   • $30k approved to fix Lot 1 damage (ruts, water seepage—all safety issues), with work to occur in August. This is a patch, not a fix.
   • Clausen Hall, track, and PE Building all scheduled to open for Fall, however, delays may result in a Spring 2015 opening for Clausen.
   • Issue with ongoing need for copier maintenance, which should come out of operational funds and should be planned for. FF&E practice does not allow for user groups to secure funds ahead of their needs.

v. **Facilities Planning** – D. Wanner
   No report.

vi. **Technology Steering** – K. Beaufait
   No report.

b. **Matriculation Advisory Committee** – K. Webber
   No report.

c. **Student Accommodations** – S. Matranga
   No report.
XV. Announcements
   a. Faculty Retirement Luncheon, Thursday, May 23, 12:30-2:30, Student Union Multipurpose Room
   b. Graduation is May 31, 2013, 5 PM, Greek Theater...Faculty reception at 3:00!
      *No shuttle, parking is free, speaker will be Congressman Adam Schiff.*

XVI. Adjournment – Next meeting is Thursday, May 30, 12:30
      *Meeting adjourned at 2:55 PM.*

Evidence Provided:
   - Agenda on SharePoint
   - Draft minutes of April 25, 2013 meeting
   - Draft of Governance, Accountability, & Planning Model, dated April 24, 2013
   - Draft of A New Model for Governance, dated May 14, 2013
   - Draft of Standing Rules on Senate Committees
   - SGC Recommendation #69 on 2013 Comprehensive Program Review recommendations insufficiently addressed, dated 5/13/13
   - Achieving the Dream Campus Climate/Principles Survey and Executive Summary, dated May 6, 2013
   - Academic Senate President’s Report, dated May 16, 2013
   - Hot Topics for Accreditation/Integrated Planning handout
   - LACC Academic Senate Election results