Committee Meeting Report

**Committee** | Academic Senate | **Date** | Thursday, May 31, 2012 at 12:30PM in FSC
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### Participants

Sign-in sheet on Sharepoint

### Status of Prior Meeting Action Items

1. 
2. 
3. 

### Meeting Objectives (attach agenda as appropriate)

Agenda on Sharepoint

### Meeting Outcomes (to include assessment, evaluation, next steps/action items, anticipated and/or actual change/improvement)

<table>
<thead>
<tr>
<th>I. Call to order</th>
<th>J. Freitas</th>
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<tbody>
<tr>
<td>The meeting was called to order at 12:31 PM</td>
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<thead>
<tr>
<th>II. Approval of agenda</th>
<th>J. Freitas</th>
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<td>The agenda was approved with addition of Dr. Moore</td>
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<tr>
<th>III. Review of minutes of previous meeting</th>
<th>E. Gnerre</th>
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<td>The minutes of 5/3/12 were approved; the 5/25/12 minutes were approved with W. Eckford’s addition</td>
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<th>IV. Public Comments – 5 minutes</th>
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<td>None.</td>
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<tr>
<th>V. Guest: Dr. Jamillah Moore and other members of Senior Staff -- Year’s Highlights</th>
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<tr>
<td>● Offered highlights of the school year, thanked the faculty for their work during a challenging period.</td>
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<tr>
<td>● Midterm Accreditation report was sent off on time; new construction progressing, funds raised through Foundation resulted in 700 students receiving 400K in scholarships and aid.</td>
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<tr>
<td>● Paul Carlson thanked faculty for their hard work in getting through a tough budget year.</td>
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<tr>
<td>● Mary Callahan thanked faculty for making her year an enjoyable one.</td>
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<tr>
<td>● Senior Staff meeting today on latest prioritization list. Should have ready by Monday or Tuesday.</td>
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<th>VI. Action Items</th>
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<tr>
<td>A. Standing rule on consent calendars (action)</td>
<td>J. Freitas</td>
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<td>Concept explained again; a way to deal with pro forma items; would be posted on Sharepoint</td>
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<tr>
<td>Motion to adopt standing rule passed unanimously.</td>
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<tr>
<th>B. Appointment of Kalynda Webber as DAS representative (action)</th>
<th>J. Freitas</th>
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<tbody>
<tr>
<td>M. Reisch moved to appoint K. Webber to position. Passed unanimously.</td>
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<tr>
<th>C. Senate executive committee authority for summer 2012 (action)</th>
<th>J. Freitas</th>
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<tbody>
<tr>
<td>Motion to give Senate Executive Committee authority for the summer passed unanimously.</td>
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<tr>
<th>D. Academic Affairs budget prioritization (action)</th>
<th>D. Marlos</th>
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<td>Motion to approve passed with two abstentions.</td>
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<tr>
<th>E. Resolution on Establishment of Program Review Committee as a standing committee of SGC (action)</th>
<th>M. Reisch</th>
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<td>Read aloud and passed unanimously.</td>
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<tr>
<th>F. Course/program updates, approvals, changes (action)</th>
<th>M. Reisch</th>
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<td>All passed unanimously.</td>
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<th>G. Advancements in Academic Rank (action)</th>
<th>H. Plotquin</th>
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<td>Postponed.</td>
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Approved by Shared Governance Council, November 2, 2009
### Committee Meeting Report

**VII. Discussion/Notice Items**

A. Recommended syllabus statement on number of course attempts – from the Matriculation Advisory Committee (discussion)

- Syllabus statement developed that faculty can elect to use if they choose, advising students about determining likelihood of success and timing of dropping a class, now that census date has been moved up. “Attempts” limit can be affected.
- Concern raised about how a student in a once-a-week class might be affected since it would be difficult after just one class to determine whether it’s a good fit.
- Pres. Freitas will post language on Sharepoint.

B. Concerns about collegiality and morale (discussion)

- Read a statement expressing concern about recent dismissals of faculty. As rep on Professional Development Committee, proposed holding workshops to on best practices model to promote collegiality and elevate morale. Having a central gathering point for faculty once Student Union building is completed would help.
- B. Manchester suggested that root cause analysis would be useful to discover why this is happening rather than punishing it once it has already occurred. Knows an expert in incivility on college campuses.
- B. Vasquez suggests having Dept. Chairs training workshops to teach them what they need to know, perhaps through Staff Development.

**VIII. President’s Report**

A. Updates

- Budget Committee decided to reduce hourly but is still submitting a deficit budget to District.
- Would like to organize an Academic Senate retreat this summer or early fall to look at our purpose, develop a mission statement, and look at what we want to accomplish. Will look at some dates in Aug, Sept, Oct.
- Got written response from VP Callahan re: Rad Tech situation. Her response passed around and will be posted on Sharepoint.

**IX. Treasurer’s Report/Budget, Finance and Membership Committee**

- We broke even this year. We have 127 paid up members out of c.200 FT faculty. Have finally been able to access our District money.

**X. Senate and College Standing Committee Reports**

A. Professional Development

- Confirmation of flex activity fulfillment sent out via emails. C. Park aiming for 95% compliance.
- Book Program
  - Looking at Los Angeles as a topic for next year.
- SLO and Assessment
  - Integrating SLO process and results from this year will be summer’s focus.

B. Student Success

- Basic Skills
  - Priority list going to Budget next week.
- Achieving the Dream
  - Summer visit from data coach Ted next week. Focus groups will be formed to gather qualitative data to engage entire campus.

C. Shared Governance Council

- Budget
- Planning
  - AUP flowchart finalized, began talking about Strategic Plan.
- Technology Steering
  - Tech survey making rounds via email. Please fill it out.

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### D. Educational Planning
- Two emergency hire requests voted on in Friday Senate meeting.
- Sub-committee formed for archived programs viability study.
- Faculty urged to attend to any archived programs in their department to process can move forward.
- Need to add expedited viability form to EPC Handbook.

### E. Curriculum
- Repeatability, such as PE, performing and visual arts, can currently be repeated 4 times. Starting in Fall 2013, this will change. (This differs from repetitions). Some are repeatable if they involve competitions, such as forensics. All others will transition to levels, retroactively applied, which will require re-writing course names, numbers, etc. Make appointments with M. Reisch to discuss specifics. She will be talking to Chairs.

### F. District Academic Senate
- Approved resolutions on college newspapers, bookstore pricing, non-contractual release time.
- Trade Tech took a vote of no confidence in Dr. Chapdelaine and his response letter was topic of discussion.

### G. Enrollment Management Team
- No report.

### H. Department Chairs
- VP Academic Affairs chosen, awaiting clearance by District before announcement is made.
- Will hold traditional Chairs workshop on the Tuesday before Flex Day.

### I. Constitution and Bylaws
- No report.

### J. Accreditation
- No report.

### K. Academic Rank
- No report.

### L. Elections
- No report.

### M. Student Accommodations
- Fundraiser scheduled for November.

### N. ASO
- Board has been very effective last 4-5 years, this Board especially active, meeting weekly.
- Passed a new constitution, body now known as ASG, will now have 4 faculty advisors.
- Earic Peters commended for his work with ASO.
- Shane Poeppe also commended for his participation and for getting students involved.

### O. Fellowship
- Lunch for September 20, 2012 Senate - Library

### XI. Announcements
#### A. Graduation – Friday, June 1, 5:00 PM at Cal State L.A ... pre-commencement reception at 3:00, location in the Soriano Room in Golden Eagle Bldg. (Bldg. #6 on map) at Cal State L.A. Park in Lot A.
#### B. Mandatory Flex Day – Thursday, August 23, 8:00 am – 3:00 pm
#### C. Next meeting – Thursday, September 20, 2012...Have a great summer!
#### D. Library asks faculty to get extra copy of any new textbooks to give to Library and let them know if you using any new software so that it can be included on Library computers.

### XII. Adjournment
The meeting as adjourned at 2:15 PM

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**Evidence Provided**

- Proposed standing rule on consent calendars
- Appointment of Kalynda Webber as District Academic Senate Representative to replace Mattie Moon
- Budget Prioritization Academic Affairs 2012-2013
- Resolution #13-1112: Approval of Establishment of the Program Review Committee as a College Standing Committee
- Curriculum Meeting 5/15/2012 spreadsheet
- SLO Report 5/30/2012
- ACCJC College Status Report on Student Learning Outcomes Implementation April 2012

**Other Information**

Next meeting: Thursday, September 20, 2012

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