The Academic Senate of Los Angeles City College

Minutes for the General Session
Thursday, November 29, 2012
12:30 – 2:30 PM
Faculty and Staff Center

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 with addition of Prop. A Bond Steering Committee to discussion section and deletion of Distance Ed. Subcommittee Operating Agreement under Action Items.

II. Approval of the Minutes of Previous Meetings – E. Gnerre
   a. Minutes of November 15, 2012 meeting
      MSP to approve with two corrections, the minutes of November 15, 2012.

III. Public Comments – 5 minutes
    None

IV. Guests/Special Presentations
    a. SLO Spotlight – Mike Farrell, Assistant Professor of Geography, Chair of Chemistry and Earth Sciences
       Glaciers an ideal SLO question. Since it comes at end of book, requires collaboration between instructors to insure everyone completes the units.
       Office of Special Services DVD presentation – Randy Anderson, Dean of Special Programs and Services
       Presented DVD designed to be shown to Basic Skills classes to inspire self-referral.

V. Consent Calendar (action) – J. Freitas
   a. Curriculum approvals from November 20, 2012 Curriculum Committee meeting (See curriculum spreadsheet)
      Adopted as presented

VI. Action Items
   a. Resolution 05-F12: Approval of Student Learning Outcomes module of comprehensive program review for student services– C. Tinberg
      Resolution read aloud with proposed amendment appearing at bottom
      MSP to approve amendment.
      MSP to approve resolution.
      MSP to approve module.
      C. Tinberg holding workshops to help departments complete.

   b. Senate Executive Committee approval authority during winter intersession – J. Freitas
      MSP to approve authority during winter intersession.
VII. Notice/Discussion Items
   a. Instructional comprehensive program review template – D. Wanner
      Bringing for approval to first part of next Wednesday’s EPC meeting.
      Still needs work under Values section. Concern expressed that SLOs need to be connected to goals for accreditation.
   b. Distance Education substantive change report – K. Sherwood
      Just now getting comments back; clearing up misconceptions about report which was written according to manual on ACCJC; basic draft sent out by J. Freitas to faculty; K. Sherwood will send out as soon as he receives a few more pieces.
   c. Faculty coordinator selection process – J. Freitas
      Through discussions with senior staff, developed a draft agreement; length of term discussed and settled on as that which is needed in each position; limitations on position held section questioned, as regards Academic Senate officers. Revision proposed to drop the language. MSP to eliminate “Limitations on Positions Held” section. J. Freitas will bring revised draft back to consultation on Monday.
   d. New bylaw on committee meeting attendance, updated – A. Pavlik
      Language regarding percentage of meetings required has been changed.
   e. Bylaw correction on election month, updated – A. Pavlik
      March changed to April and April changed to May.
   f. Prop. 30 – D. Walden
      Thanked faculty for their efforts to get it passed. Will result in restoring 115 classes in spring, 50-100 classes in summer session from mid-July to end of August. Assured us that film shoots will be handled better in the future. LACC received $25,000.
   g. Bond Steering Update
      No work can begin on Da Vinci until inhabitants of Holmes Hall, now in historical Chemistry, can move out so Art can move in. Clausen Hall delays have, in turn, caused this delay. This pushes Da Vinci renovation back to 2016. Concern expressed about $230K for Tech Coordinator Extension.

VIII. President’s Report – J. Freitas
   a. Status of past action items
      Presented Planning to Budgeting LACC Model document, from a 2006 PowerPoint presentation. Needs to be rewritten in a coherent manner.
      MSP to extend meeting by 10 minutes.
      Suggestion made to rewrite with Gary Columbo as lead. Senate felt that administrators should rewrite and submit for our approval.
      Still need some bodies for hiring prioritization committee, and for dietetics viability study.

IX. Treasurer’s Report – J. Bhakta
   Have 120 paid members, so far. We have an ending balance of $9,500.

X. Associated Student Government – J. Hobson
   Film shoot resulted in monetary loss to students for previously planned and approved events, parking, disruption to daily activities, intrusive interference toward people in their offices, etc. Crew showed great arrogance, left behind trash. AGS priority now is to supplement tutoring on campus with volunteer time and money.

XI. Senate Standing Committee Reports
   a. Professional Development – C. Park
      Flex deadline for adjuncts Dec. 13th.
      Holiday party at Castaways Dec. 14th. (Flex credit 4.0)
i. Book Program – A. Maeck
b. Student Learning Outcomes – C. Tinberg
c. Executive – J. Freitas
d. Student Success – K. Webber
   i. Basic Skills – J. Nishimura
   ii. Achieving the Dream – K. Sherwood
e. Curriculum – M. Reisch
f. Educational Planning – D. Marlos
g. Department Chairs – D. Wanner
   C. Tinberg presented SLO component of program review; will hold workshops in TLC over next few weeks. AUP form and process under construction.
h. District Academic Senate – K. Bimber
i. Constitution and Bylaws – A. Pavlik
j. Academic Rank – H. Plotquin
k. Elections – B. Vasquez
l. Fellowship – A. Sburlan
   i. Next department for senate lunch (12-6-12) – Philosophy

XII. Shared Governance Council and Special Committee Reports
a. Shared Governance Council – D. Wanner
   i. Budget – D. Wanner
      Request made to get more regular budget reports distributed to campus
   ii. Planning – M. Reisch
   iii. Program Review – M. Reisch/D. Wanner
      Comprehensive Program Review still under construction
iv. Bond Steering – K. Morrissey
   Detailed items brought up for consideration, esp.in Student Union.
v. Facilities Planning – K. Morrissey
vi. Technology Steering – K. Beaufait
vii. Enrollment Management Team – D. Wanner
b. Accreditation – K. Sherwood
c. Matriculation Advisory Committee – K. Webber
d. Student Accommodations – S. Matranga
   Film crew disruptive to OSS students, choir performance, health & wellness fair, student parking, and much more. No prior notification. Will be brought to consultation.

XIII. Announcements
a. Remaining Senate meetings for Fall 2012 – December 6 and December 11 (December 11 meeting at 2:00, immediately after Curriculum Committee meeting)
b. ASCCC Regional Leadership Workshop, Saturday, December 1, 10:00-3:00, Student Union Multipurpose rooms B and C
c. District Academic Senate, Thursday, December 13, 12:30, LACC, Student Union Multipurpose rooms B and C

XIV. Adjournment
Meeting was adjourned at 2:41 PM
Evidence provided:

Agenda on Sharepoint
Draft minutes of November 15th and 2012 Senate meetings
Curriculum Spreadsheet for Curriculum Approvals
Draft Resolution #05-F12: Approval of the Student Learning Outcomes Module of Comprehensive Program Review for Student Services Programs
Draft 2012 Student Services Comprehensive Program Review Student Learning Outcomes Assessment
Draft Selection Process Outline for Faculty Coordinator/Director with Reassigned Time (Coordinators/Directors dealing with academic and professional matters) (Rev. 11/28/12)
Planning to Budgeting: LACC Model (transcription of a 2006 PowerPoint presentation)
Draft Comprehensive Program Review for Instructional Programs 2013-2019 (Rev. 11/29/12)
Draft Bylaw revision for Article VI—Elections, Article I—Committees, Their Membership, Powers & Duties, and Article VI—Nominations and Elections
Reports for Department Chairs Caucus, Budget, Bond Steering and Program Review Committees