The Academic Senate of Los Angeles City College

Minutes for the General Session
Thursday, February 20, 2014
12:30 PM
Faculty and Staff Center
855 N. Vermont Avenue
Los Angeles, CA 90029

NOTE: The actual minutes taken at the meeting are written below in italics, using the agenda as a framework.

I. Call to Order and Adoption of the Agenda – J. Freitas
   Meeting was called to order at 12:30 PM
   MSP to approve the agenda as written, with one addition under Discussion items

II. Approval of the Minutes of Previous Meetings – E. Gnerre
   a. Minutes of the December 5, 2013 meeting
      MSP to approve the minutes

III. Public Comments – 5 minutes per speaker
    None

IV. Guests/Special Presentations
    None

V. Consent Calendar (Action) – J. Freitas
   MSP to approve
   a. Committee assessments
      i. Department Chairs Caucus 2012-2013 Committee Assessment
   b. Curriculum approvals
      i. Title 5 updates – see spreadsheet
      ii. New courses – see spreadsheet
      iii. New programs – none
      iv. Course archives – see spreadsheet
      v. Course reinstatements – see spreadsheet
      vi. Course changes – see spreadsheet
      vii. Combined course requests – none
      viii. Certificate/Program changes – see spreadsheet
      ix. Distance education addenda – see spreadsheet

VI. Action Items
    None

VII. Notice/Discussion Items
    a. Resolution #01-S14: Simplification of the SLO Section in the Course Outline of Record – C. Tinberg
       Would eliminate the performance task and achievement criteria sections in the course outlines as found in the Electronic Curriculum Development System
    b. Resolution #02-S14: Approval of SLO Assessment Cycle – C. Tinberg
       Each administrative and student service unit would assess one outcome per year; academic departments would create a 5-year plan.
Senators are asked to take these proposals back to their departments for comment.

c. Draft Revision of LACCD Administrative Regulation E-66—Guidelines for CSU Gen Ed Certification

Requires students coming from outside LACCD to get their coursework certified by the last California Community College they attended. Students can request an LACCD college to certify CSUGE Breadth, and Breadth Certifications.

VIII. Associated Student Government – H. Johnson

New ASG President, Heidi Johnson reported on new officers. Bring non-perishables, toiletries, clothes to ASG for sharing with our students in need.

IX. Accreditation Report – D. Wanner

Preparing annual report for ACCJC; attended ACCJC Institute

X. Achieving the Dream Report – G. Colombo

Had visit from ATD consultant January 13th and will come back April 14th.

K-12 Partnership: Met with Hollywood High Math and English Dept. to brainstorm how to better prepare students before they come to LACC.

XI. President’s Report – J. Freitas

DAS Discipline Day taking place February 28

a. Consultation with Senior Staff

Met Jan 27th Pres. Approved faculty hiring prioritization. Only 3 separations are official to date. Website quality discussed, Ed Pai is “Webmaster”. President may bring in website designer from another campus to redesign. Lottery funds promised to departments were used in part for Etudes, resulting in shortfall for purchase orders submitted by Chairs. Senators shared frustrations about ineffective implementation of funding this year. John and Sharon will take this back to President. Also discussed Transfer Center; faculty hiring committee training; validation of prerequisites for other disciplines needed; policies agreed upon need to be enforced, such as Distance Ed. training requirement prior to teaching online courses. First Class Vending operated Tully’s, but decided to stop. We tried to contract with Tully’s Corporate to operate it. Issue is on Board agenda March 10th. Should open after that date as Tully’s. This per Robert Schwartz.

b. Updates

Student Success and Support Committee now a standing committee of College Council.

XII. Treasurer’s Report – J. Bhakta

168 paid members.

XIII. Senate Standing Committee Reports

a. Curriculum – K. Webber

No report

b. Educational Policies and Program Integrity – D. Marlos

The Learning Skills Viability Study still active. Second 30-day extension granted. Open forum may occur before March 20 Senate meeting.

i. Student Learning Outcomes – C. Tinberg

Nothing further

ii. Distance Education – C. Guerrero

No report

iii. Program Review and Effectiveness – A. Cohen/M. Des Vignes

Met Feb. 19 and presented new unit plan forms, which were approved by EPPIC

iv. Hiring Prioritization Committee – A. Cohen

No report

c. Department Chairs Caucus – D. Cohen

No report

d. Professional Development – C. Park

Welcomed new faculty member Thi Thi Ma (ESL) and newly-tenured faculty. Faculty Learning Award coming up. Before the March 6th Senate meeting, Harry Manos will give a presentation. SLO Workshop coming up.
i. Book Program – A. Maeck
   Have met, set dates, have a list of speakers scheduled. Orwell’s 1984 is the chosen book. Theatre Academy will put on a production of 1984.

e. District Academic Senate – A. Pavlik
   Working through revision of constitution and bylaws

f. Constitution and Bylaws – A. Pavlik
   Revision of bylaws to include EPPIC operating agreement and succession bylaw will come to Senate

g. Academic Rank – H. Plotquin
   No report

h. Elections – B. Vasquez
   Once District Senate ratifies our bylaws changes, we will vote on it

i. Fellowship – K. Miller
   i. Next department for senate lunch—Foreign Languages/Humanities...thank you English/ESL!

XIV. College Council and Special Committee Reports
a. College Council – J. Freitas
   Transferred $2.4M from contingency fund to cover cost of Clausen Hall renovation

   i. Budget – D. Cohen
      We are looking at a $1.2M shortfall. One source may have been Winter Intersession offerings.

   ii. Strategic Planning – S. Hendricks
      Co-chairing with Todd Scott; approved goals and objectives and tasked committees with these.

   iii. COMPASS – J. Nishimura
      No report

   iv. Bond Steering – N. Lorentz

v. Facilities Planning – N. Lorentz
   Discussed measures and targets for Strategic Planning Committee. Preparing report.

vi. Technology Steering – K. Beaufait
   Working on their portion of goals and objectives.

vii. Student Success and Support Program (formerly Matriculation) Advisory Committee – K. Webber
   Now as a standing committee, will need some adjustments to membership.

b. Student Accommodations – A. Dzhanunts
   Haven’t yet met, but will address concerns about accessibility of detoured pathways.

XV. Announcements
   Henry Walton Photo show continues through March 14th; Feminist Workshop upcoming

XVI. Adjournment
   Next meeting is Thursday, March 6, 12:30, Faculty and Staff Center
   The meeting was adjourned at 2:15 PM

Evidence Provided:
   Agenda on SharePoint
   Draft minutes of December 5, 2013 meeting
   Curriculum spreadsheets for January 2014 and February 2014
   Resolution #01-514: Simplification of SLO Section in the Course Outline of Record
   Resolution #02-514: Approval of the Student Learning Outcomes and Service Outcomes Assessment Policy
   Draft SLO Assessment Cycle Policy
   Draft DCC Feb 2014 v 1.0 Revisions to Guidelines for California State University General Education Certificate
   Academic Senate President’s Report, February 20, 2014
   Department Chairs Caucus Annual Assessment 2012-2013
   LACC Achieving the Dream Academic Senate Update, February 20, 2014
   English Department Course Assessment Plan