Minutes for the General Session  
Thursday, October 3, 2013  
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 called to order at 12:32 PM and the agenda was adopted as written with one addition to Guests/Special Presentations.

II. Approval of the Minutes of Previous Meetings – E. Gnerre  
a. Minutes of the September 19, 2013 meeting  
MSP to approve minutes with one correction to section XIII. a. iii.

III. Public Comments – 5 minutes  
None.

IV. Guests/Special Presentations  
a. Welcome Reception for our new Assistant Professors  
Three new faculty members were in attendance and were fêted.
b. Student Accommodations Update – Aida Dzhanunts  
Meets Fridays at 1pm. Let Sheriff know if unusual barriers crop up which could impede mobility for vision-impaired students.
c. Ran active shooter drill and evacuation this morning in conjunction with Sheriff. – Nate Lorentz  
Suggestions made to offer alerts in other languages, to spell check text messages, and to check text character limit.
d. Robert’s Rules of Order – April Pavlik  
Presented proper language to use in making motions, and covered other possible related actions.

V. Consent Calendar – no items

VI. Action Items  
a. Approval of 2013-2014 Faculty Association Budget – Jayesh Bhakta  
Approved unanimously proposed budget of $11,160. 130 paid full-time faculty members to date. Need 162.
b. Resolution #01-F13: Adoption of the Mission Statement for the Academic Senate – J. Freitas  
Amendment proposed to add “student” before “support programs”. Amendment went down to defeat with 2 abstentions. MSP to adopt as written.

VII. Notice/Discussion Items  
a. LACC Policy on SLO Assessment Cycle – C. Tinberg  
Proposed every 3 years for Academic Affairs, every year for Administrative Services and for Student Services. Kalynda Webber recommended every other year. Share your concerns with Christine Tinberg and VP Walden. Each course will now need two SLOs. Sample Course Assessment Schedule presented. Meeting Tuesday at 12:30 PM.
Would take effect Fall 2014. Send comments to John Freitas, Daniel Marlos, or Daniel Ruiz.

VIII. Associated Student Government – C. Ho  
Now has full board. Will populate committees needing ASG representatives.

IX. Accreditation Report – D. Wanner  
On schedule. Analysis due Oct 15. Teams working diligently. Accreditation button added to LACC Homepage. Handbooks and planning documents key to providing evidence. Committee annual assessments and operating agreements need to be completed. LACC mission statement revision draft included.

X. Achieving the Dream Report – G. Colombo  
November 6-7, ATD coaches coming for a site visit.
XI. **President's Report** – J. Freitas
   a. Executive Committee actions
      i. Approved directive to EPPIC on completion of Comprehensive Program Review
         *Departments as a whole, Student Services as a whole, Administrative Services as a whole will be looked at to complete CPR.*
      ii. Approved of operating agreements for Curriculum Committee, Distance Education and Program Review and Effectiveness Subcommittees
      iii. Draft bylaw revision on officer succession referred to Constitution and Bylaws Committee
         *Following Pierce College's experience, language has been drafted. Information item.*
   b. State discipline list revisions reminder
      *February 2014 start of next cycle. Process for changing minimum qualifications provided for information only.*

XII. **Treasurer's Report** – J. Bhakta
    *Nothing further*

XIII. **Senate Standing Committee Reports**
    a. Curriculum – K. Webber
       *Nothing to report.*
    b. Educational Policies and Program Integrity – D. Marlos
       *Request made by Chair Keli Miller to recall study on viability of Dietetics. EPPIC determined original call never appeared in writing, the committee never officially convened, and that there was a new source of funding. Postponed indefinitely. Viability study on Learning Skills has met three times, set timeline, open forum November 14 1:30 PM in FSC. EPPIC will vote on accepting report on Dec 4th and forward to Senate Dec 5th.*
      i. Student Learning Outcomes – C. Tinberg
         *Nothing further.*
      ii. Distance Education – C. Guerrero
         1. Distance Education Handbook update
         *Set to get approved this semester.*
      iii. Program Review and Effectiveness – A. Cohen/M. Des Vignes
         *Co-chairs are meeting to set timeline and finalize processes.*
      iv. Hiring Prioritization Committee – A. Cohen
         *Departments have submitted their applications, Arax to meet with VP Walden, will complete process by semester end.*
    c. Department Chairs Caucus – D. Cohen
       *Had mandatory Chairs, Dean and VP meeting at Valley College in lieu of meeting this month. They were reminded that they are not supervisors.*
    d. Professional Development – C. Park
       *Nothing to report.*
      i. Book Program – A. Maeck
    e. District Academic Senate – K. Webber/J. Freitas
       *Working on District consultation process*
    f. Constitution and Bylaws – A. Pavlik
       *Nothing to report.*
    g. Academic Rank – H. Plotquin
       *No report.*
    h. Elections – B. Vasquez
       *Nothing to report.*
    i. Fellowship – C. Park
       *Committee is formed. Will start working on calendar of events.*
      i. Next department for senate lunch– Child and Family Studies...thank you Chemistry/Earth Sciences!*
XIV. **College Council and Special Committee Reports**

a. College Council – C. Park

*Meets next week.*

i. Budget – D. Cohen
   *Nothing to report.*

ii. Strategic Planning – S. Hendricks
   *Meets next week.*

iii. COMPASS – J. Nishimura
   *Held first meeting. Drafted series of data requests related to Basic Skills.*

iv. Bond Steering – N. Lorentz
   *No report.*

v. Facilities Planning – N. Lorentz
   *No report.*

vi. Technology Steering – K. Beaufait
   *Met but didn’t have quorum*

b. Matriculation Advisory Committee – K. Webber

*Will draft program plan for student success that will come to Senate.*

XV. **Announcements**

a. ASCCC Fall Area C meeting, Saturday, October 19, 10 – 3, Los Angeles City College, in the Faculty and Staff Center

b. ASCCC Fall Plenary Session, November 7-9, Irvine Marriott Hotel

c. A Night of Emmy – Thursday, October 10th @ 7:30 PM in Camino Theatre.

d. LACCD Board of Trustees meeting here next Wednesday, October 9th.

XVI. **Adjournment**

*Next meeting is Thursday, October 17, 12:30*

Meeting adjourned at 2:20 PM

Evidence Provided:

- Agenda on SharePoint
- Draft minutes of May 30, 2013 meeting
- Los Angeles City College Faculty Association Proposed Budget 2013-2014
- Resolution #01-F13: Adoption of the Mission Statement for the Academic Senate
- Draft LACC Academic Senate Mission Statement (Final Draft as edited at September 6, 2013 retreat)
- Draft Student Learning Outcomes and Service Learning Outcomes Assessment Cycle Policy
- Sample Course Assessment Schedule table
- Draft Process for Finishing 2013 Comprehensive Program Review memo from EPPIC to Executive Committee
- Distance Education Subcommittee of the Educational Policies and Program Integrity Committee Operating Agreement 2013-2014, approved by Senate Executive Committee, September 26, 2013
- Program Review and Effectiveness Subcommittee of the Educational Policies and Program Integrity Committee Operating Agreement 2013-2014, approved by Senate Executive Committee, September 26, 2013
- Draft Replacement of Elected Officers, referred to Constitution and Bylaws Committee, September 26, 2013
- Draft LACC Mission Statement
- Los Angeles City College Faculty Association Treasurer’s Report: May 30, 2013 to Sept 2, 2013
- Paid member list [LACC Faculty Association] (on Sept 12, 2013)
- Accreditation Update to the Academic Senate, October 3, 2013
- Discipline List Proposal Process (Information only)/Discipline Review Process 2012-2014
- Flyer for “A Night of Emmy Award-Winning Comedy”