The Academic Senate
of
Los Angeles City College

Minutes for the General Session
Thursday, November 21, 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 12:33 PM and the agenda was adopted as written.

II. Approval of the Minutes of Previous Meetings – E. Gnerre
   a. Minutes of the October 31, 2013 meeting
      MSP (with one abstention) to approve the minutes.

III. Public Comments – 5 minutes
      None

IV. Guests/Special Presentations
      None

V. Consent Calendar (Action) – J. Freitas
   ENG 21 pulled from consent calendar so all faculty can work together
   MSP to refer matter back to Curriculum for further review.
   a. 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
   a. Resolution #04-F13: Initiation of Viability Study to Investigate the Restoration of Athletics – N. Cairns
      MS to approve resolution. Discussion around using terminology “needs assessment” instead of viability study, to
      make it more palatable to Administration. VP Walden’s perspective, after looking at Title IV and Title V, is that
      viability study pertains to Academic Programs only. Pres. Freitas points out that our campus has done viability
      studies on co-curricular programs, such as Journalism. This is our process, and it seems to be a matter of semantics.
      The district has no definition. Program reported to an Academic Dean and it should then fall under our purview, so
      the term “viability study” would be appropriate. The proper process that should have been followed would have
      been to conduct a viability study before suspending it, so conducting a viability study to reinstate is logical.
      Motion passed unanimously.
   b. Resolution #06-F13: Support for Adequate Availability and Funding of Student Success and Support
      Services at Los Angeles City College – K. Webber McLean
      MSP unanimously to approve resolution
   c. Resolution #07-F13: Endorsement of the New Los Angeles City College Mission Statement – S. Hendricks
MS to approve resolution. Question raised about phrase, “located in Hollywood” as narrowly describing our service area. This phrase has come up in other meetings as indicating our actual location, not necessarily the community we serve.

Call for question MSP.

MS to amend mission statement to read from “community it serves, from 710 Freeway to the 405 Freeway and from the Watts Tower to the Hollywood sign”

Amendment failed on a vote of 1 yea, many nays

Amendment proposed to add words foundational skills programs and “courses”. After discussion, amendment was pulled.

Motion passed unanimously.

VII. Notice/Discussion Items

a. Resolution #03-F13: Approval of the LACC “Guide to Distance Education” – C. Guerrero/D. Marlos

Senators urged to read latest version and be ready to debate and vote on at next meeting. Committee was thanked for their very hard work on this.


Process of evaluation and ranking of requests was described. Concern raised by Daniel Marlos as Chair of Media Arts about position requested that has been vacant since 2005 and has fulfilled all of the requirements suggested by the criteria. Pres. Freitas reminds us that our role as Senate is not to re-order the list, but only to insure the process was followed correctly. VP Walden acknowledged that this is a very difficult, agonizing process and the Hiring Prioritization Committee (HPC) did their very best and understands some departments may be disappointed. Question raised about how ties were broken. Chair Cohen said HPC looked at population served and the comments provided by Chairs. Request made to provide rubric again to everyone as a reminder of how scores were arrived at. VP Walden recommends extending rubric to include separations up to three years ago. Confusion then arose over how many points awarded to positions vacant for more than two years. Was it zero, or was it capped at two? Asked HPC to look again, because reading of rubric seems to indicate should have been “two”. HPC will review to insure any errors made will get corrected.

VIII. Associated Student Government – C. Ho

Wrapping up Spirit Week today with a scavenger hunt. Looking for departments to contribute to Typhoon Relief.

IX. Accreditation Report – D. Wanner

LACCD campuses will all be visited in Spring 2016. We will be writing a 7-year report.

X. Achieving the Dream Report – G. Colombo

Presented to and solicited ideas from ASG, which will be brought to COMPASS. Students noted that matriculation services need improvement. Will implement some peer-to-peer mentoring programs in the spring. Will be using Partnerships with K-12 for outreach. Our low numbers in completion of certificates may be due, in part, to loose accounting. Our number of first-time students enrolled in math and English in their first semester is way below the District average.

XI. President’s Report – J. Freitas

a. Consultation with Interim Chancellor

Discussed E-Regulation consulting process, Board Rule 8603 on registration priority, requesting that continuing home school students retain priority on their own campuses.

b. Consultation with Senior Staff

Status of program review process, came to understanding on how they would move forward and would have their needs met by OIE; administrators attendance at committee meetings; viability resolution and matriculation resolution; College President articulated that athletics, due to the budget wouldn’t be a priority at this time; Kinesiology and FF&E budget, department feels architects and construction team need to take responsibility for some of the issues that have arisen and urge President not to let college drop the ball on holding them responsible. President did approve move of Economics.

c. Fall Plenary Report

John, Kalynda, and April attended. Kalynda attended breakout sessions on Curriculum and Student Success. 25 TMCs have been developed. Two new ones coming, Agriculture and Economics. Nursing and Engineering Model Curricula being revamped. We will need to adopt more TMCs (due to SB 440) and Kalynda will delineate at the January Curriculum Committee what we need to do to comply.

April attended breakout session on Staff and Organizational Development.

XII. Treasurer’s Report – J. Bhakta

Have 164 paid memberships, two more than needed to meet our budget.
XIII. Senate Standing Committee Reports

a. Curriculum – K. Webber
   Presented on content review to Curriculum Committee; pre-requisite problem in DEC again, district-wide. Flags aren’t coming up.

b. Educational Policies and Program Integrity – D. Marlos
   Learning Skills Viability Study still in progress, EPPIC approved 30-day extension; 
   i. Student Learning Outcomes – C. Tinberg
      Handed out SLO tips as faculty write their 2nd SLOs.
   ii. Distance Education – C. Guerrero
      Nothing further
   iii. Program Review and Effectiveness – A. Cohen/M. Des Vignes
      Established timeline and planning form.
   iv. Hiring Prioritization Committee – A. Cohen
      Nothing further

c. Department Chairs Caucus – D. Cohen
   Meeting next Tuesday, and will close out operating agreement.

d. Professional Development – C. Park
   Adjunct Flex Hours report due Dec. 13th. Form on Sharepoint.
   i. Book Program – A. Maeck
      No report

e. District Academic Senate – K. Webber/J. Freitas

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
   i. Next department for senate lunch— Dental Technology...thank you Counseling!

XIV. College Council and Special Committee Reports

a. College Council – C. Park
   No report
   i. Budget – D. Cohen
      FON number 1421, currently at 1445 so we have exceeded that.
   ii. Strategic Planning – S. Hendricks
      No report
   iii. COMPASS – J. Nishimura
      No report
   iv. Bond Steering – N. Lorentz
   v. Facilities Planning – N. Lorentz
      Hired new HVAC contractor for Clausen Hall, Holmes Hall construction begins in 4-6 weeks. Tennis Courts will begin construction in Spring. South Gym plans approved, will begin building this summer.
   vi. Technology Steering – K. Beaufait
      Meeting next Monday to review status of goals. Need one more faculty representative

b. Student Success and Support Program (formerly Matriculation) Advisory Committee – K. Webber

c. Student Accommodations – A. Dzhanunts

XV. Announcements

a. LACC Holiday Party, Friday, December 13, 12-4 PM at the Castaway (Burbank, CA)

XVI. Adjournment – Next meeting is Thursday, December 5, 12:30
   Meeting was adjourned at 2:35 PM
Evidence Provided:

- Agenda on SharePoint
- Draft minutes of October 31, 2013 meeting
- Curriculum spreadsheet
- Resolution #03-F13: Approval of the LACC “Guide to Distance Education”
- Resolution #04-F13: Initiation of Viability Study to Investigate the Restoration of Athletics
- Resolution #06-F13: Support for Adequate Availability and Funding of Matriculation Services Essential for Student Success
- Resolution #07-F13: Endorsement of the New Los Angeles City College Mission Statement
- Draft Resolution #08-F13: Faculty Hiring Prioritization List for 2014-2015
- President’s Report, submitted by John Freitas, November 21, 2013
- Hiring Prioritization Committee Report, Fall 2013
- SLO Pitfalls to Avoid (Updated 11.19.13) / Checklist for Evaluating SLO Statements (Updated 10.7.2013)
- District Academic Senate February 28, 2013 Discipline Day information sheet