The Academic Senate
of
Los Angeles City College

Minutes for the General Session
Thursday, May 7, 2015
12:30 PM
Faculty and Staff Center
855 N. Vermont Avenue
Los Angeles, CA 90029

I. Call to Order – called to order at 12:33pm

II. Adoption of the Agenda (1 minute) – J. Freitas adopted

III. Approval of the Minutes of Previous Meetings (5 minutes) – J. Freitas
a. Minutes of the April 23, 2015 meeting - Approved
   No corrections
   Christine Park and J Freitas abstained

IV. Public Comments – 5 minutes per speaker - none

V. Guests/Special Presentations (15 minutes)
a. Dr. Dan Walden, Vice President of Academic Affairs
   Purpose of the presentation is to discuss the Fall 2015 schedule of classes
   - Dr. Walden took a moment to appreciate J. Freitas for his service as Academic Senate President. Dr. Walden stated that J. Freitas has been collaborative and they have worked together on tough issues. He represents faculty well and “holds Administration’s feet to the fire”.
   - Per VP Walden, the class schedule for Fall 2015 had more classes than Fall 2014. The Administration is implementing changes for how we schedule. In Senior staff, Consultation and EMT, it became evident that we needed to be 5% less in the WSCH for classes that are full term. Last fall, WSCH was down by 5%. In addition to classes being reduced after enrollment started, we cancelled classes to keep the budget intact.
   - VP Walden also explained that LACC is way below the state standard and below the district average. We need more students in our sections. We need to find bigger rooms or make smaller classes bigger.
   - How were reductions made
     - Ran data – used graduation completion data
     - Looked at average enrollment in classes for the past 4 primary terms.
   - Looked at the college’s strategic plan. Had an 11 hour meeting with college deans to figure out how to cut 300 standard hours. Developed a list of suggested classes for deans to present to chairs to determine which classes should be cut.
   - Started with data for classes of 15 and below, then 15-20, 15-25. Some departments ended up with no hourly. Had to guarantee load for full time faculty.
   - Looked at how the disciplines related to completion. The College’s mission is to make completers out of students. The less direct to completion, the more cuts. The fewer degrees or certificates that the department produced = less priority. To meet the goal additional cuts had to be made. Admin then looked at courses with low enrollment.
   - He suggested that Faculty attend the EMT meeting today at 3:30 in PCR for more info

VI. Special Reports (10 minutes)
a. Accreditation Report – D. Wanner
   - Plans related to facilities and technology, capital expenditure budgets and total cost of ownership plans
- Other documentation to complete
  1. Report on our institution-set standards
  2. Integrated Planning Handbook
  3. IT Handbook/Plan
  4. HR Handbook Plan
  5. Institutional Integrity Manual
  6. Continuous Improvement Plan

- Working on 1st draft of self-evaluation. The draft is currently on the LACC website
- D. Wanner is requesting that Faculty view the document and provide him with feedback

c. AFT Report—S. Hendricks—no report

VII. Associated Student Government (5 minutes) – D. Allsop (not present)
- David Rico from ASG—yesterday there was a health fair. Over 20 vendors. Zumba Club did demonstration
- ASG senators and board staff and exec officers went to general assembly for ASCC
- Recently had elections for new ASG leadership. Brian Woodard new President, Rose Oscar VP, new senators.

VIII. Senate Standing Committee Reports (25 minutes)
a. Educational Policies and Program Integrity – D. Ruiz
   i. Student Learning Outcomes
   ii. Distance Education
   iii. Program Review and Effectiveness
      - Finished with program review. Using data to prioritize resources for next year.
   iv. Hiring Prioritization Committee
b. Department Chairs Caucus – B. Vasquez
   - Last meeting Thelma Day gave a training on getting the catalog correct for accreditation. Discussed class reduction.
   - Annual end of the year Dept Chair Caucus luncheon May 26th from 12-2. Same time as Dean’s Tea
c. Professional Development – C. Park
   Flex deadline is June 10th:
   i. Book Program – A. Maeck
      - May 13th 12:30 final book program event. Authors of Zoobiquity. UCLA Cardiologist will discuss the connection between animals and people.
d. District Academic Senate – J. Freitas/A. Pavlik
   - Meets next week May 14th. Officer elections.
e. Constitution and Bylaws – K. Gray – no report
f. Academic Rank – H. Plotquin – no report
g. Elections – B. Vasquez
   - Voting ends May 11th. Box will be picked up on Tuesday morning.
   - Thanks to Lori Musicant for sorting through list for duplicate ballots.
h. Fellowship – K. Miller
   i. Next department for senate lunch – Thanks Rad Tech and Nursing. Next English and ESL next. Foreign languages June 4th!

IX. Officers Reports (15 minutes)
a. President’s Report – J. Freitas
   i. Executive Committee – J. Freitas
      - Meets May 28th. Going to look at committee meeting times.
b. Vice President’s Report – A. Pavlik
   i. Curriculum Committee
      - Next meeting in 2 weeks
c. Treasurer’s Report – J. Bhakta – no report
X. College Council and Special Committee Reports (25 minutes)
   a. College Council – J. Freitas
      i. Budget – B. Vasquez
         - Possible 3.3 million dollar deficit
         - More money coming from the state
         - We need to increase enrollment to benefit from additional state funds
      ii. Strategic Planning – S. Hendricks – no report
         1. COMPASS
         2. Technology Steering – Kathleen B.
            - Last couple weeks given the task of anti-plagiarism detection tools
            - Next meeting May 11th
         3. Student Success and Support Program
         4. Enrollment Management
      iii. Facilities Planning – N. Lorentz – no report

XI. Action Items (Time certain 1:00 PM) started at 1:29pm
   a. Resolution 12-S15: District Statement on State Authorization Reciprocity Agreements for Distance Education – J. Freitas
      Motion: Moved by Harry, seconded by Laurel
      Approved with 4 Abstentions
      - If college is offering DE there are requirements. Out of state permission form called state authorization agreement.
      - Right now each individual college has to reach agreements with each state.
      - Started July 1st US Dept of Ed is requiring colleges to have agreements in hand before students can enroll.
      - It will be part of accreditation.
      - Administrators are supposed to sweep students out of classes if we don’t have an agreement with that state. Military is Exempt. Going to DAS next week for adoption

XII. Notice/Discussion Items (Time certain immediately following Action Items)
   a. Report on Viability Study on Athletics (noticed for action on May 21) – D. Ruiz
      - Decision has been approved through EPPIC.
      - Program theoretically is viable on the campus and should return. The nature of how is should return is important.
      - Needs to be a 3 year implementation process.
      - To fund a 300K three sport intercollegiate program would heavily impact the adjunct budget and cut 77 sections.
      - Top Three Sports are Soccer, Volleyball, Basketball
   b. College Council Operating Agreement (noticed for action on May 21) – J. Freitas
      - Reviewed 2 years ago. Made responsibilities more clear.
      - College Council Operating agreement has not been updated
   c. LACC Integrated Planning Handbook – D. Wanner
      - In response to accreditation standards. There is a need to document policies and procedures on campus.
      - D. Wanner provided a handout with the table of contents for the Integrated Planning and Governance Handout for review.
      - Description of all college committees and responsibilities.
      - Language in the integrated Planning Cycle has already been approved.
   d. Status of DAS Recommendation to Board to Revise the LACCD General Education Requirements: Raising Local Requirement to 21 Units, Replacing “Plan A” with IGETC/CSU Breadth, and Board Interference – J. Freitas
      - Noticed today. Action on June 4th
      - No longer use Plan A substitute with IGETC/CSU GE
      - Plan B would be raised to 21 units of GE for AA degree.
      - This plan was approved by DAS in October 2014
      - LATTTC opposed increasing GE’s to 21 units
      - LACCD unit pattern is the lowest in the area. Most have 21-24 units
      - Keep Health and PE add 3 units in Social and Behavioral Science
• LACCD board has not voted on it yet.
• DAS President is trying to get the resolution back on the board agenda

XIII. Announcements (5 minutes)
   a. Open Forum for the Viability Study of the Merger of the Art/Architecture and Media Arts Departments, Thursday, May 14, TBA
   b. Faculty Retirement Luncheon – Friday, May 15, 12:30-2:30 in the Student Union Multipurpose Room. Cost is $30 - Purchase Retirement Luncheon Tickets Here
   c. Graduation – Tuesday, June 9, 5:00 at the Greek Theatre. Faculty reception at 3:00
   d. ASCCC Faculty Leadership Institute, June 11-13, San Jose Marriott
   e. ASCCC Curriculum Institute, July 9-11, Doubletree Anaheim-Orange County

Find out what's going on at LACC through “This Week at City” at http://lacitycollege.edu/calendar/ThisWeek.html
For more information about ASCCC meetings and events, go to http://www.asccc.org/calendar/list/events

XIV. Adjournment – 2:44pm
Next meeting is Thursday, May 21, 12:30, Faculty and Staff Center. Final meeting of Spring is Thursday, June 4.

Evidence provided:
✓ Agenda on SharePoint
✓ Draft Minutes from April 23, 2015 Academic Senate meeting
✓ Resolution #12-S15: District Statement on State Authorization Reciprocity Agreements for distance Education
✓ LACC Integrated Planning and Governance Handbook 2015 Table of Contents