The Academic Senate of Los Angeles City College

Minutes for the General Session
Thursday, September 18, 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 (1 minute) – J. Freitas

Meeting called to order at 12:34 PM. AFT report under Special Reports added to agenda, which was MSP to adopt as otherwise written.

II. Approval of the Minutes of Previous Meetings (5 minutes) – E. Gnerre

a. Minutes of the September 4, 2014 meeting

MSP to approve the minutes.

III. Public Comments – 5 minutes per speaker

None

IV. Guests/Special Presentations – Dr. Dan Walden, Vice President of Academic Affairs and Dr. John Al-Amin, Vice President of Administration (20 minutes) – Dr. Walden will update the Academic Senate on enrollment management, class scheduling requirements and the need to control the budget expenditures for hourly instruction.

*Hourly budget down $1.2M. Trying to close Budget gap of $4.2M. Looking to increase enrollment during Winter and Spring and to fill sections we have rather than add sections.*

*Enrollment down 7% since last year on Census Day. District target is to grow 4.75%. Chairs asked to look at classes added in 2014 to see if they filled. If not, consider dropping next time.*

*Senators asked questions about athletics, air conditioning, construction, food service, and other quality of life issues for students and staff. Additional questions about outreach and recruitment efforts, enrollment management, and administration working to insure class size limits are high enough to meet department average of 34 by census.*

V. Consent Calendar (5 minutes) – adopted without objection

a. Curriculum approvals

i. Title 5 course updates – see spreadsheet

ii. New courses – none

iii. New programs - none

iv. Course archives – none

v. Course reinstatements – see spreadsheet

vi. Course changes – see spreadsheet

vii. Combined course requests – none

viii. Certificate/Program changes – none

ix. Honors addenda – see spreadsheet

x. Distance education addenda – see spreadsheet

xi. Student Learning Outcomes – see spreadsheet

b. Approval of 2013-2014 committee annual assessments

i. Curriculum Committee

ii. EPPIC

iii. Program Review and Effectiveness Subcommittee

iv. Student Learning Outcomes Subcommittee

VI. Special Reports (10 minutes)

a. Accreditation Report – D. Wanner

VII. **Associated Student Government** (5 minutes) – V. Boutros

*Remind students that resources are available, handed out every week. Club seed money available, easier than funding requests.*

VIII. **Senate Standing Committee Reports** (25 minutes)

a. **Educational Policies and Program Integrity** – D. Ruiz

*Athletic Viability study meeting today. Daniel invites position papers from faculty for or against. Just approved a new template on line for proposing a new program. Will be used by EPPIC to vet the initial proposal.*

i. **Student Learning Outcomes**

*met last week. Writing of State of the Union of SLOs.*

ii. Distance Education

*Focus will be on improving access to student services for online students.*

iii. Program Review and Effectiveness

*Making progress on process. Resource request process will begin in January. Training will be first week of October, hopefully on the 7th.*

iv. Hiring Prioritization Committee

*Have 35 requests already. Presentations will be on Oct. 27th for Chairs and Deans.*

b. Department Chairs Caucus – D. Cohen

*Revisions will come back to Chairs on Tuesday for hiring prioritization. October will be extremely busy for Chairs.*

c. Professional Development – C. Park

*No report*

i. Book Program – A. Maeck

*No report*

d. District Academic Senate – J. Freitas/A. Pavlik

*Met Sept. 11th. Revising AB 65 process. Discussed lack of DAS consultation on adult education and non-credit alignment.*

e. Constitution and Bylaws – K. Gray

*Kamale welcomed as new Parliamentarian. Please volunteer to serve on Bylaws Committee. They will hold meetings as needed.*

f. Academic Rank – H. Plotquin

*No report*

g. Elections – B. Vasquez

*Committee is down to two members. Please volunteer.*

h. Fellowship – K. Miller

i. Next department for senate lunch – Physics...thank you Music!

IX. **Officers Reports** (15 minutes)

a. President’s Report – J. Freitas

i. Executive Committee – J. Freitas

b. Vice President’s Report – A. Pavlik

i. Curriculum Committee

c. Treasurer’s Report – J. Bhakta

i. LACC Faculty Association Budget (action)

*MS to approve budget of $11,300. Passed unanimously on a vote of 31/0/0*

X. **College Council and Special Committee Reports** (25 minutes)

a. College Council – J. Freitas

*No action items at last meeting.*

i. Budget – D. Cohen

ii. Strategic Planning – S. Hendricks

*Revised ESMP is being presented for approval at College Council next.*

iii. COMPASS – J. Nishimura

*Will work with Chairs to look at underperforming certificate programs*

iv. Enrollment Management – D. Cohen

*Dana and Sharon and John pushing Administration to do their part, assume leadership, in consultation with Chairs.*

v. Bond Steering – N. Lorentz

*No report*
vi. Facilities Planning – N. Lorentz
   No report
vii. Technology Steering – K. Beaufait
   Meeting Monday
viii. Student Success and Support Program–
   No report
b. Student Accommodations – No report
c. AFT– S. Hendricks
   Contract not yet ratified. Trustees still hung up on HRA. Fifty faculty showed up to Board meeting to drive home how much they want to keep HRA.

XI. Action Items (Time certain 1:15 PM, 5 minutes per item)
a. Resolution 02-F14: Approval of the Annual Program Review Update Templates – D. Wanner
   Dan Wanner pointed out edits and additions to template. Passed unanimously on a vote of 37/0/0.
b. Resolution 03-F14: Approval of the Student Success and Support Programs Plan – J. Freitas
   Will Marmolejo explained that the orientation section of the plan has been fleshed out. Passed unanimously on a vote of 31/0/0.

XII. Notice/Discussion Items (Time certain immediately following Action Items, 5 minutes per item)
a. Revision to Board Rules: 6201, 6202, 6204 – A. Pavlik
   April mentioned the highlights.
b. DCC Policy on Course Outlines of Record – A. Pavlik
   Will be up on SharePoint for review. Will vote on at next Senate meeting.
c. Draft district prerequisite policy – A. Pavlik
   April highlighted sections discussing “challenges”

XIII. Announcements (5 minutes)
a. ASCCC Equity Regional Workshop, Saturday, September 27, 9-3, Mt. San Antonio College
b. Faculty Association Faculty Family Day, Saturday, October 18th
   Bowling at Montrose Bowl 1-3 pm.
c. ASCCC Curriculum Regional Meeting, Saturday, October 18, 9-3, Riverside City College
d. Area C Meeting, Saturday, October 25, 10-3, Santa Barbara City College
e. ASCCC Fall Plenary Session, November 13-15, Irvine Marriott Hotel

(Find out what’s going on at LACC through “This Week at City” at http://lacitycollege.edu/calendar/ThisWeek.html)

XIV. Adjournment – Next meeting is Thursday, October 2, 12:30, Faculty and Staff Center.
   Meeting adjourned at 2:37 PM

Evidence provided:
Agenda on SharePoint
Draft Minutes from September 4, 2014 Academic Senate meeting
Curriculum Committee Annual Assessment
Draft EPPIC Annual Assessment
Draft Program Review and Effectiveness Committee
Student Learning Outcome and Assessment Committee
Resolution #02-F14: Approval of the Annual Program Review Update Templates for 2014-2015
Resolution #03-F14: Approval of the Student Success and Support Programs Plan
Selected pages from the Student Success and Support Programs Plan
Background information and recommended changes for BR 6200 Graduation Requirements, 6/25/14
DCC Policy on Course Outlines of Records (sample pages)
Draft District Prerequisite policy 5.0
Board Rule Section 55003 on Prerequisites and Corequisites