Committee Meeting Report

<table>
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<th>Participants</th>
<th>May 20th, 2015 in PCR</th>
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<tbody>
<tr>
<td>Daniel Ruiz, April Pavlik, Barbara Vasquez, Jeff Nishimura, Arax Cohen, Daniel Marlos, Alex Davis, Todd Scott, Anil Jain, Mitch Polin, Bryant Woodert, Emil Mubarakshin, Thi Thi Ma, Christine Tinberg, Liz Gnerre, Dan Wanner, John Freitas, Donna Morley</td>
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<td>Guest: Robert Mckinley</td>
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Status of Prior Meeting Action Items
None

Meeting Objectives (attach agenda as appropriate)
Agenda and May 6th minutes available on SharePoint

Meeting Outcomes (to include assessment, evaluation, next steps/action items, anticipated and/or actual change/improvement)

Call to order: at 12:35 PM

Agenda: Agenda MSP unanimously

Minutes: May 5th minutes are approved with two abstentions (Alex Davis, Liz Gnerre)

Status of Previous Action Items—None

New Business
A. New Certificates in Kinesiology

- Robert Mckinley reported the initiation of a new certificate “Health and Fitness Specialist/Personal Trainer” in the Kinesiology Department. This certificate, preparing students to take the exam to become a personal trainer, will take one year to complete, with 23 units requirement. It was stated that students completing the certificate would be ready for the workforce in need of personal trainers. GE courses required for this certificate would also be aligned with the Kinesiology Associate degree in the future. The certificate course work would also prepare students for the national certification exam.

- Questions concerning existing classes, estimated costs, equipment and pre-requisites were raised. Currently, the department is in communication with the president to secure/finalize funds allocated for necessary equipment. The department will work with the CTE dean to make sure the approval process is in accordance with the time line. Since it will take a year for the state to approve the certificate, it was recommended that a skill certificate be created at the local level.

- As this certificate is related to occupations and is a CTE, it was advised that market label data be included in the report to possibly get funding through Perkins for equipment. Further, statements from the advisory members regarding the importance of this certificate to the occupation of personal trainers should be obtained.

- It was clarified that the library has not been notified regarding ACE study materials/ training modules available in the library computers.

- Information on the certificate will not be in the catalog until 2016-2017

- Motion to approve the proposal carried, with one abstention (Arax Cohen)
B. ILOs updates
- Christine Tinberg reviewed the language of three new ACCJC Standards and explained how the revision of the college’s ISLOs will meet these standards. The SLO committee purposed a reorganization of the institutional outcomes based on two references, the DQP and LEAP. Each learning area is redefined to fit LACC’s specific learning outcomes. Students obtaining an associate degree need to show some proficiency in all five areas of learning.
- The new standard II.A.11 contains ambiguous language that needs clarification from ACCJC. The committee has started the revision of ISLOs. EPPIC recommends the committee to start a campus wide dialogue to obtain feedback and report its progress to EPPIC in Fall 2015.

C. New SLO Documents
- The SLO Committee has developed two documents to clarify faculty’s roles and responsibilities with SLO assessment.
  The documents list the responsibilities of SLO Program Coordinators and Course Coordinators specifies what they are not obligated to do. An Assessment Tim line was developed help Program and Course Coordinators to follow through with the process.

Old Business
A. Viability Study on Art/Architecture and Media Arts
- D. Ruiz summarized the main finding reported from the Viability Study Committee. The committee preliminary recommendation is to have the Art/Architecture and Media Arts merge as one department. The committee chair will report to Academic Senate on May 21st. A public forum will be held on May 28th.
- Members of the Viability Study Committee voiced concerns for the lack of support given and the clarity of the intention for the call of this viability review. It was suggested that there should be another procedure to review the merging of departments and a viability study does not serve the purpose.
- Motion to develop a new viability study template and process passed MSP

B. AA in Liberal Arts workgroup

Subcommittee Reports
  a. Budget Allocation Subcommittee: D. Ruiz,
  b. Hiring Prioritization Subcommittee: A. Cohen
  c. Program Review and Effectiveness: A. Cohen
  d. Student Learning Outcomes: C. Tinberg
  e. Distance Education: C. Guerrero

Adjourned—at 2:00

Handouts
- SLO Program and Course Coordinator Roles and Responsibilities
- ACCJC Standards Related to GE Outcomes and ISLOs
- Application for Initiation of a New Degree or Certificate

Next Meeting

Los Angeles City College empowers students from the diverse communities it serves to achieve their educational and career goals by providing learner-centered pathways to success through transfer, career and technical education, and foundational skills programs.
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