

Los Angeles Southwest College

Academic Senate

Minutes of April 13, 2010

SSEC 314; 12:30 – 3:00 p.m.

Members Present, Executive Committee: Allison Moore, President; Sabrena Turner-Odom, Vice President; Reggie Morris, Chair of Chairs; Linda Larson-Singer, DAS Representative, 1; Joanna Mrava, Treasurer; Darren Cifarelli, Secretary.

Members Absent, Executive Committee: Kathi Cliff, DAS Representative, 2; Al Reed, Jr., Past President; (Vacant), Parliamentarian; Hassan Elfarissi, Part-Time Faculty Representative.

Members Present, Departmental and other Representatives: Majid Haghgoo, Business; LaShawn Brinson, Child Development; Philip Jones-Thomas, Learning Assistance; Gabrielle Arvig, Library; Guadalupe Ramos, Math; Igor Daza, Counseling; Catherine Azubuikwe, Nursing; Ernest Young, Part Time Representative, 2 .

Members Absent, Departmental and other Representatives: Pat Lewis, Arts and Humanities; (Vacant), Behavioral and Social Science; Ne'Keya Billingslea, English; Robert Stewart, Natural Sciences, Health and PE; Sioban Dillon, Full-time Representative, 1; (Vacant), Full Time Representative 2.

Other Faculty Present: Erika Miller, Glenn Yoshida, Neal Mantena, Angela Jenks, Paul Doose, Neil Mantena, LaVerne McField, Kimberly McBride, Tamara Howard, Felipe Payan, Alistaire Callender, Darlene Wooten, Nouha Toure, James Hicks, .

Guests Present, Administration: Dr. Mary Callahan, Vice President LASC.

Other Guests Present: None.

1. Call to Order:

The meeting was called to order at 1:04 pm by Allison Moore, President of the Academic Senate.

2. Approval of Agenda and Previous Minutes:

- The agenda was approved unanimously with changes (Guest speaker cancelled; Item 5 d. Planning Timeline (SPC) not noticed; item 9 a Honors Program (Erika Miller) postponed.
- Minutes from March 9, 2010, were approved unanimously with minor changes.

3. Guest Speaker: CSUDH Partnership Program

- This agenda item was cancelled

4. Treasurer's Report – Joanna Mrava:

- The report was approved unanimously. We have had penalty fees assessed. Our total is now \$4835.51. If you have not already done so, please pay your dues.

5. Noticed Motions

- New Course Outlines CAOT 140 (Digital Video Basics), POLISCI 19 (Women in Politics), and POLISCI 19 as a General Education class were approved unanimously. (Curriculum Committee)
- The Digital Media Skills Certificate was also approved unanimously. (Curriculum Committee)
- The Program Review Timeline & Template (Program Review Committee) was approved unanimously.

Commentary: Angela Jenks described the new Program Review Template. Primary changes were that Module 5 on SLOs has been greatly expanded and a module on student feedback has also been expanded. Module 2 will have demographic data entered already. The next step with Program Review is to begin training and solicit feedback. Program Review is supposed to be done in May and just updated in September. There is a planned moratorium under discussion on meetings and events in order to accomplish this. We approved the timeline and template as a concept and as a basic template—minor additions, links , and tweaks still remain to be added. If there are major changes, then the Program Review Committee will return to the Senate for approval.

6. Senate President's Report – Allison Moore:

- **Educational Master Plan:** This committee is in dire need of faculty; it needs 7 faculty and currently only has Allison.
- **Spring Plenary:** The Senate Spring Plenary Meeting will take place this weekend in San Francisco. There are two main issues: one is the intention to create a transfer degree, documentation to indicate that a student did successfully transfer without getting an A.A. degree in order to credit community colleges with credit for transfers. Otherwise, these students statistically aren't completing their community college educations. The issues around this are which college to give credit to for a student enrolled on multiple campuses and how to regulate degree requirements for CSU and UC systems. The second item is approval for instructors teaching career paths without requiring the M.A degree. Title V allows this, but the motion is to eliminate equivalency for professional training programs, like firefighting, culinary arts, tailoring, etc.)
- **DAS:** The District Academic Senate approved and passed Associates Degrees in Nursing and eliminated provisional equivalency
- **Curriculum Chair:** In anticipation of Linda Larson-Singer's looming retirement, we are in dire need of someone to take the position and, as it is complex, shadow Linda for as long as possible. Contact Allison, Linda, or Sabrena if you are interested.
- **Facebook Page:** We now have a facebook page! Contact Jessica Martin to link any of your sites to it.

7. Standing Committee Reports:

A. Committees, Academic Senate, Sabrena Turner-Odom

-Sabrena said that we still need faculty on the Educational Master Plan Committee and the Student Success Committee. On the SSC, no faculty are showing up to work with Dean Jefferson and Kristine Wright. They are addressing info flow, student email, text alert systems, and the facebook page; making recommendations for a policy for interventions to students who complete 15 units of remedial work; and defining the "floor" grade level for students to benefit from college.

B. Student Learning Outcomes, Dr. Glenn Yoshida

-Glenn has been meeting with faculty one-on-one, answering questions on assessment, ensuring measurability of SLOs, and suggesting strategies for data collection. 56% of classes now have SLOs; the blitzes helped. The Accreditation Institute will be attended by 7 LASC employees and is sponsored by the State Academic Senate—see link on the handout for all the info.

C. Curriculum Committee, Linda Larson-Singer

-Linda Larson-Singer distributed the Curriculum Committee report. She stated that all the course outline blitzes are done except non-credit ESL.

D. Chairs Committee, Reggie Morris

-Reggie reported that after meeting with Dr. Daniels and the Senate Executive Committee, Dr. Daniels had admitted that there may be legitimate, extenuating, mitigating circumstances for grade change forms, late adds, and in-lieu of cards. He has been working on guidelines and a policy to govern circumstances and requests flexibility. On the forms for grade changes, and on behalf of the chairs, he requested a signature line be added for the Vice President to reflect the VP approval which we have practiced but has not been made an official policy. He further stated that contrary to past practice though contractually legal, VP Callahan has been assigned to evaluate some chairs, causing consternation. Past practice on campus, in the district, and in the state has always been to assign the Deans to do it. This issue remains unresolved and is an AS / AFT issue. Also, VP Callahan has been in attendance at many Senate meetings for the full session. Our standard practice has been to have Administrators attend at the beginning of the meeting, and then for them to leave so that faculty may interact more freely without feeling scrutinized. Reggie stated emphatically that although the Senate meetings are Brown Act meetings and therefore open to the public, that it was disrespectful to impose as an Administrator on a meeting that had been more private and free in the past.

- Mary Callahan responded that she attends the Senate meetings to support the Senate's important work. And that as it is a Brown Act Meeting, it is her intention to continue this practice.
- Finally, Reggie encouraged a meeting between the VP of Academic Affairs and Admissions and Records to create an info flow and feedback process.

E. District Academic Senate, Allison Moore, Sabrena Turner-Odom, Linda Larson-Singer, Kathi Cliff

- No report given (except Allison's comments above).

F. Travel Committee, Kathi Cliff

- No report given

G. Facilities Planning Committee, (Vacant)

- No report given.

H. Technology Committee, Carolyn Magee

- No report given

I. Budget Committee, Paul Doose

- No report given

J. Program Review Committee, Angela Jenks

- See above.

K. Distance Education Committee, James Hicks

- No report given.

L. Accreditation Committee, LaShawn Brinson

- LaShawn reported that currently the committee is working in groups. They are synthesizing the processes of input, feedback, class work and activities, course outline guidelines, and data collection. In the Fall they will begin evidence collection.

8. Old Business:

- None.

9. New Business:

- None.

10. Announcements:

- None

11. Departmental Reports—SLO Spotlight: Best Practices in SLOs

- LaShawn Brinson gave the inaugural SLO spotlight report, setting the bar high for future spotlights. She showed a powerpoint presentation and video of herself informally "assessing" SLOs with her staff, and also told the story of her own journey to SLOs. Like many of us (probably), the concept of SLOs took time to grow—LaShawn called it a slow bonding process—but to indicate that it takes time to see the alignment of SLOs on course outlines with teaching practices, with outcomes for students and student success and course outline updates and program review. All of these tasks are interrelated and once that connection became clear, LaShawn was able to embrace the processes involved. [Many of her documents were stored in Box.net, which prompted some interested inquiries.]

12. Adjournment

- Senate President Allison Moore adjourned the meeting at 3:30 pm.

Minutes prepared by Darren Cifarelli

Next Meeting Date: Tuesday, May 11, 2010.

History:

Distributed by email and posted, 4/29/2010

Minutes 4.13.10

DRAFT