

Los Angeles Southwest College
Academic Senate
Minutes of October 13, 2009
SSB 315; 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; Hassan Elfarissi, Part-Time Faculty Representative.

Members Absent, Executive Committee: Kathi Cliff, DAS Representative, 2; Al Reed, Jr., Past President; (Vacant), Parliamentarian.

Members Present, Departmental and other Representatives: Pat Lewis, Arts and Humanities; Majid Haghgoo, Business; LaShawn Brinson, Child Development; Igor Daza, Counseling; Ne'Keya Billingslea, English; LaVerne McField, Learning Assistance; Gabrielle Arvig, Library; Guadalupe Ramos, Math & Engineering; Catherine Azubuike, Nursing; Sioban Dillon, Full-time Representative, 1; Ernest Young, Part Time Representative, 2.

Members Absent, Departmental and other Representatives: (Vacant), Behavioral and Social Science; Robert Stewart, Natural Sciences, Health and PE; (Vacant), Full Time Representative 2.

Other Faculty Present: Glenn Yoshida, Pogban Toure, Alexis Tucker, Rene Marquez, Sheila Johnson, Mylo Egipciano, Paul Doose, Todd Roberts, Phillip Jones-Thomas, Darlene Wooten, Alistaire Callender, Robert Ebow, Rose Calderon, Jon Hendershot.

Guests Present, Administration: Dr. Jack Daniels III, President; Dr. Mary Callahan, Interim Vice President; Dean Dan Walden.

1. Call to Order:

The meeting was called to order at 1:05 pm by Allison Moore, President of the Academic Senate.

2. Approval of Previous Minutes:

- Minutes from September 8, 2009, were approved with changes.

3. Public Session:

Administration Report, LASC President, Vice Presidents, Deans

- None

4. Treasurer's Report – Joanna Mrava:

- The report was approved unanimously. Our account balances have dropped below \$6000. If you have not already done so, please pay your dues.

5. Noticed Motions

A. Noticed Motion: 2009-2010 Basic Skills Operational Plan (Basic Skills Committee)

- Dan Walden stated that we are in the second year of implementation for the 3 year Basic Skills Plan, detailing action items for Math, English, Foreign Language, and Learning Assistance. The Chairs have already modified and approved the document with input from the Basic Skills departments and Academic Senate President. The final draft of the document will be fit to a different template; otherwise, this was the final form. Philip Jones-Thomas asked why ESL was not included. Dan replied that ESL is under review, so the plan for ESL will arise from the Viability Study. Rose Calderon asked why Student Services was not included to which Dan replied that the focus of the document was on Math and English. Reggie asked what the Reading Program on page 4 was. Dan said it documented the intent to have a reading department ultimately. Sioban said that EFL had been planning a Reading Lab to be included as a component to the lab components, leading to a Writing Center. We discussed how the labs need to be centralized. Rose asked about the Study Jam listed in the document. Those are test preparation sessions. Linda suggested an Umoja-Puente partnership and diagnostic classes. Gabrielle mentioned that Library Skills instruction is important as it teaches portable skills. Rene suggested including Bridges to Success in

the plan and that we include computer skills as basic skills. Dan responded that this Basic Skills plan vote was only to approve the implementation of the items listed, not the whole Basic Skills Plan. Dr. Daniels added that the whole program is not understood as a campus-wide program, and we should share responsibility for it. The plan is always due in early Fall, so the planning process needs to start early. The Strategic Planning Committee should collect and place all plans on a timeline to document the deadlines.

- The motion was approved by majority with 1 opposed and 3 abstentions.

6. Senate President's Report – Allison Moore:

- Allison announced the 'brown bag' sessions to discuss the Faculty Handbook.

7. Committee Reports:

A. Committees, Academic Senate, Sabrena Turner-Odom

-Sabrena asked for volunteers to staff the Tenure Review Committee, and reported that the Facilities Planning Committee has no chair.

B. Student Learning Outcomes, Dr. Glenn Yoshida

-Glenn reminded us of the 2012 Accreditation deadline for SLO cycles, and that we have planned and scheduled Course Outline Blitzes for each department to update course outlines, at which he will be present to help. He suggested using rubrics and embedded exam questions to assess SLOs, and said that students need to be informed about what SLOs are, too. Philip Jones-Thomas suggested that Glenn send out documents from the SLO retreat on strategies to familiarize students with SLOs. Program SLO assessments are due next spring. We need to reward SLO assessment successes. The next meeting is October 28.

C. Curriculum Committee, Linda Larson-Singer

-Linda Larson-Singer reported that Felipe Payan was looking for concepts to develop a certificate in digital media. Her revised minutes / report to the Senate will be posted on the Curriculum Committee website.

D. Chairs Committee, Reggie Morris

-Reggie stated that training is needed and criteria established for legitimate in-lieu of cards and grade change forms. That info is coming soon. Todd added that regarding grade changes, he can't find the right to change a grade anywhere in the governing documents.

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

-The DAS has passed Action Items that include a 20 working day "time-out" period for objections to be aired on Curriculum and Course Approval; deciding *not* to accept a grade of C- to fulfill prerequisites requiring a C or better; and limits to repetitions of similar activity courses.

F. Travel Committee, Rose Calderon (on behalf of Kathi Cliff)

-Rose reported that there has only been one request made so far and it was approved!

G. Facilities Planning Committee, (Vacant)

-No report given.

H. Technology Committee, Carolyn Magee

-No report was given.

I. Budget Committee, Paul Doose

-Paul stated that there has not been much change with the budget. Two million dollars are due, and payments from the state are delayed. The District Budget Committee will meet tomorrow.

J. Distance Education Committee, Linda Larson-Singer (for James Hicks)

-Linda announced that the Distance Ed Committee will meet on October 28, and this Friday for instructor training and staff development credit. Committee members are needed.

8. Old Business: ESL Viability Study Update

-Phillip Jones-Thomas, Chair of the committee, reported that they have had two meetings and that ESL enrollments have declined. As the study moves quickly, he requested that everyone and everyone email their thoughts, comments and suggestions regarding ESL to him as soon as possible. All input will be considered. The committee composition is: Dean Bugg, Mary Callahan, Allison Moore, Linda Larson-Singer, Sandra Lee, Arabela Persaud, Phillip Jones-Thomas, Angela Jenks, Monique Doberson (Pierce), LaVonne Hamilton (non-voting member / institutional researcher), and Elmer Cardona. Jon Hendershot stated that the Viability study process was secretive and questioned the appointment of the members of the committee as not the best choices. Phillip and Allison explained the process by which the committee was assembled, and Phillip asked Jon to put all of his concerns in writing and forward them to the committee.

9. New Business:

A. Faculty Handbook: We discussed the sections being drafted, especially the section on Academic Freedom and how it is applied to how instructors grade. There was some discussion on the conflict between academic freedom and the current directives to reduce / eliminate in-lieu of and grade change forms.

10. Announcements

- None

11. Department Updates

- None.

12. Adjournment

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

Minutes prepared by Darren Cifarelli

Next Meeting Date: Tuesday, November 10, 2009.

History:

Distributed by email and posted, 11/5/2009