Los Angeles Southwest College
Academic Senate
Minutes of March 8, 2011
SSEC 314; 12:30 – 3:00 p.m.

Members Present, Executive Committee: Allison Moore, President; Sabrena Turner-Odom, Vice President; Joanna Mrava, Treasurer; Darren Cifarelli, Secretary; Kathi Cliff, DAS Representative, 2; Philip Jones-Thomas, Parliamentarian; Hassan Elfarris, Part-Time Faculty Representative.

Members Absent, Executive Committee: Al Reed, Jr., Past President; Reggie Morris, Chair of Chairs; (Vacant), DAS Representative, 1.

Members Present, Departmental and other Representatives: Neil Mantena, Business; LaShawn Brinson, Child Development; Ne’Keya Billingslea, English; Gabrielle Arvig, Library; Guadalupe Ramos, Math; Alistaire Callender, Natural Sciences, Health and P.E.; Catherine Azubuike, Nursing.

Members Absent, Departmental and other Representatives: (Vacant), Arts and Humanities; Al Reed, Jr., Behavioral and Social Science; Igor Daza, Counseling; Sioban Dillon, Full-time Representative, 1; (Vacant), Full Time Representative 2; Ernest Young, Part Time Representative, 2.

Other Faculty Present: Celeste Phelps, Angela Jenks, Glenn Yoshida, Angela Cranon-Charles; Carolyn Magee; Felipe Payan, Leonard Arpenier, Majid Haghoo.

Guests Present, Administration: Trudy Walton, LASC Executive Vice-President
Other Guests Present: George Snead, Construction.

1. Call to Order:
The meeting was called to order at 1:15 pm by Allison Moore, President of the Academic Senate.

2. Approval of Agenda and Previous Minutes:
   • The agenda was approved as written.
   • Minutes from February 15, 2011, were approved unanimously.

3. Treasurer’s Report – Joanna Mrava:
   • A report was distributed. Remember to pay your dues to ensure you are eligible to vote.

4. Noticed Motions
   A. Program Review Recommendations (Program Review Committee)
      The additional new recommendations of the 2010 Program Review Committee were passed unanimously. Accepted with no revisions required: Political Science, Psychology, Electronics, Health and PE, and Library Science. Accepted with revisions required: Engineering.
   B. College Hour Resolution (Senate Executive Committee)—Revised time only
      The Senate Executive Committee proposed that the College Hour Resolution discussed last month be amended to state that College Hour would occur Tuesdays and Thursdays from 11-12:30 instead. The motion was passed, with 2 opposed and 1 abstention.

5. Administration Report – Trudy Walton, LASC Executive Vice-President
Trudy briefly introduced herself and welcomed us to the meeting. She discussed her experience in Community Colleges and Universities and offered her assistance.

6. Guest Speaker: George Snead, Construction
George went over the future parking closures and informed us that although directional signage is planned, it’s important to inform student where to park and when various existing parking lots will close. He is looking for effective ways to communicate these changes to students on campus. Contact him if you have suggestions. Lots 3, 6, and 7, and the structure will be the main parking areas now. According to him, there will be just enough parking on campus to accommodate everyone, but the Senate needs to make provisions and the college needs to make a
decision on how to best communicate the changes campus-wide. A temporary parking area near the Child Development center has been proposed and will most likely be designated a faculty parking area or possibly a drop-off area for the CDC. There was some discussion of the value of this expense.

7. President’s Report – Dr. Allison Moore, Academic Senate President
Allison mentioned that we are currently evaluating smart classroom technology and that she would send a link out to us so we could evaluate. A Technology Fair will be scheduled for early April so that we can see the technology hands-on. The Distance Ed committee is close to reaching a decision on what platform to adopt. And she pointed out that the parking situation, as discussed above, will be extremely disruptive, but that issues like creating striped parking areas for faculty might lessen the impact on us. Also, transfer degree “templates” have been developed which we can adopt without having to process through a sequence of approvals, or we can develop our own, which will require the sequence of approvals.

7. Standing Committee Reports:
   A. Committees, Academic Senate, Sabrena Turner-Odom
      -Sabrena reported that we now have a nominations committee and introduced the following committees for their reports.

   B. Distance Education Committee, James Hicks
      -No report given.

   C. Nominations Committee, Reggie Morris
      -The nominations committee has been formed and is in the process of proposing amendments to the process.

   D. Student Learning Outcomes, Glenn Yoshida
      -See handout from SLO Committee. 30% of our courses have been assessed, and 50% of our programs are on target. Program SLOs must be assessed and aligned with course SLOs.
      a. SLO Spotlight: Best Practices in SLOs
         - The Nursing Program, for example, looked at their whole class sequence to move content around in order to make some subjects less compressed and provide more time in different class levels to focus on more challenging content. This was a action completed as a direct result of SLO assessment.

   E. Curriculum Committee, (Vacant)
      -Allison is still covering this position. She reminded us to submit course outlines and archive obsolete courses. When doing this, please send the documents through the ecd system and also email Allison so she’ll be aware of what is coming.

   F. Chairs Committee, Reggie Morris
      -No report given.

   G. Achieving the Dream, Sabrena Turner-Odom
      - No report given.

   H. District Academic Senate, Allison Moore, Sabrena Turner-Odom, Kathi Cliff
      -See President’s Report above.

   I. Travel Committee, Kathi Cliff
      -No report given.
J. Facilities Planning Committee, (Vacant)
   - No report given.

K. Technology Committee, Carolyn Magee
   - No report given

L. Budget Committee, Paul Doose
   - No report given

M. Program Review Committee, Angela Jenks
   - See handout. Angela informed us that annual and biannual updates to the resource request section on program reviews can be completed without having to re-do the entire program review. Also, updating goals or identifying SLOs that have been assessed can be done without completing a new program review or mini-review. This enables departments and programs to make changes based on new budget information, changing priorities, or other irrelevant or outdated information on the program review—which are only completed every 6 years and may become out-of-date.

L. Accreditation Committee, LaShawn Brinson
   - LaShawn reminded us that documentation of dialog is needed; this means evidence in the form of minutes and agendas from meetings for departments and committees needs to be recorded and saved to document our engagement with Accreditation-related issues. This semester the Accreditation team will be looking to collect this documentation from you, especially as it pertains to SLOs and Program Reviews. This evidence should show ongoing engagement with and discussion of SLOs, not last second updates. Campus-wide dialog will continue and intensify, so get ready!

8. Old Business:
   - None

9. New Business:
   - The Library distributed a flyer offering up to 4 hours of flex credit to those who are willing to help review a master list of titles in their field which the library is considering discarding since they are outdated.

10. Announcements:
    - None

11. Open Forum
    - None.

12. Adjournment
    - Senate President Allison Moore adjourned the meeting at 3:28 pm.

Minutes prepared by Darren Cifarelli

Next Meeting Date: Tuesday, April 12, 2011.

History:
Distributed by email and posted, 4/9/11
Minutes 3.8.11