



# Los Angeles Mission College Council

June 18, 2015

Campus Center, Room 1 - 2:00 p.m. – 3:30 p.m.

## MEMBERS PRESENT:

Present: (Need 10 for Quorum)

Perez, Monte

Austria, Rod

Gosen, Raymond

Garcia, Abraham

Master, Sarah

Paulsen, Deborah

Phares, D'Art

Rodriguez-Doucette, Zoila

Ruys, Steve

Sparfeld, Tobin

Villanueva, Daniel

President, LAMC

Technology Committee Administrator

ASO President

Proxy, Building & Construction Trades

Program Review Oversight Comm. Co-Chair

Facilities Planning Committee, Co-Chair

Educational Planning Committee, Co-Chair

Supervisory Unit Representative

Student Support Services Comm., Co-Chair

Budget and Planning Committee, Co-Chair

Budget & Planning Committee, Co-Chair

## MEMBERS ABSENT:

Allen, Michael

Andrade, Maricela

Barbato, Louise

Bortman, Walter

Castillo, Milagros

Mendoza, Mary Lou

Milke, Leslie

Roane, William

Samii, Bamdad

Yamada, Ryan N.

Educational Planning Committee, Co-Chair

Professional Development Administrator

AFT College Faculty Guild Ch. President

Facilities Planning Committee, Co-Chair

AFT Staff Guild Representative

Shared Governance Oversight Comm. Chair

Academic Senate President

Building & Construction Trades

Professional Dev. Committee, Co-Chair

Technology Committee, Co-Chair

Vacant

Student Support Services Comm. Admin.

Vacant

Operations, Local 99

## NON-MEMBERS PRESENT:

Ayala, Oliva

Flood, Pat

Hernandez, Madelline

Saber, Isabelle

Montes, Darlene

Scheib, Jolie

Sierra, Teo

## ADDITIONAL COLLEGE COUNCIL MEETINGS

July 16, 2015

August 20, 2015

August 28, 2015 Retreat

The meeting convened at 1:35 p.m. and was chaired by Danny Villanueva.

**APPROVAL OF MINUTES:** D'Art Phares moved and Steve Ruys seconded the motion to approve the May minutes; the motion passed.

**PRESIDENT'S REPORT:** Next Wednesday Dr. Perez is making a presentation on the Facilities Master Plan to the Board. The first part of the presentation is on the Educational Master Plan. The target growth for next year set by the District is 4.5%. Last year the District grew 4.77%, so LAMC should receive all of its growth money. At the next Board meeting, President Perez and Danny will request relief funds for LAMC's utility bills. The Student Services building is on the top of the priority list for future buildings to be built. The summer session is going well, LAMC is at 94% enrollment at this time last year. The Danny Trejo Foundation wants to do an MOU for entertainment and arts.

**PROP A/AA/MEASURE J PROGRAM UPDATE:** Teo Sierra provided a Facilities Update. The visitors' parking on the upper lot and striping will go to bid next week. LAMC will receive additional funding for the Storm Water Prevention Plan. Campus Mod I & II will be complete by February 29, 2016. Meetings for the Central Plant Design/Build will begin June 28, 2015. Traffic Mitigation is being presented to the Facilities Management Committee next week. Deborah Paulsen is requesting that faculty be informed when facilities are closed due to construction. The passenger elevator in the bookstore was reported out of service.

## **REPORTS FROM STANDING COMMITTEES**

**ACCREDITATION STEERING COMMITTEE (ASC):** Danny Villanueva will be meeting with Dr. Lee after College Council to discuss ASC timelines.

**STRATEGIC ENROLLMENT MANAGEMENT COMMITTEE:** Danny Villanueva stated that LAMC needs to increase enrollment by 3 to 4 students per section in the fall and that we can capture growth in summer/winter if we replicate fall and spring.

**SHARED GOVERNANCE OVERSIGHT COMMITTEE (SGOC):** No report.

**PROGRAM REVIEW OVERSIGHT COMMITTEE (PROC):** PROC met on June 2, 2015 and it was their last meeting for the year. The timing of Comprehensive Program Reviews (CPRs) across the three college divisions was discussed, and the committee also discussed CPR of non-instructional Academic Affairs units. Please see report on file on file for specific details. PROC completed the SGOC's annual self-evaluation form.

**ASO REPORT:** This College Council meeting was Ray Gosen's last. The Job Fair from May 21, 2015 was a success. ASO raised over \$500 in revenue and UPS hired twenty-five students for the summer. The student trustee elections are in dispute due to the polls at Pierce College.

**FACILITIES PLANNING COMMITTEE (FPC):** The committee submitted the following action item: *Review and approve the Room Name Change Policy.* D'Art Phares moved and Zoila Rodriguez-Doucette seconded, the motion passed. A copy of the Name Change Policy is on file. The committee worked on its year-end report for the SGOC. The committee wants to add a Resource Person to the committee. Deborah Paulsen will submit a recommendation to College Council to approve a

Resource Person to the committee. A new appointee in place of Jim Liko is needed as his term is ending. A report is on file.

**WORK ENVIRONMENT COMMITTEE (WEC):** There is a need for space for new hires. When the Media Arts building is complete space will become available. Space will also be discussed at the President's Cabinet. The shades have been installed in the classrooms. The classrooms and the restrooms in the Collaborate Studies Building have been cleaned. Jolie Scheib thanked Plant Facilities for their hard work. Danny Villanueva, Isabelle Saber, and Carlos Gonzalez will get together to discuss how 3SP funds can be used to support the Learning Resource Center. Minutes from the May 28, 2015 WEC meeting are on file.

## **REPORTS FROM SHARED GOVERNANCE COMMITTEES**

**BUDGET & PLANNING (B&P):** The committee discussed its annual self-evaluation and membership. A report on funding for next year will be provided at the next meeting. Staff is working diligently with SFP to capture all costs and fund spending. Rod Austria is working with Verizon and has recovered close to \$200,000 from overcharges. Tobin Sparfeld has accepted a position at Glendale Community College and will be leaving after the summer. The report is on file.

**EDUCATIONAL PLANNING COMMITTEE (EPC):** The committee worked on completing its annual self-evaluation and discussed the membership for next year. The report is on file.

**PROFESSIONAL AND STAFF DEVELOPMENT:** A written report was submitted and is on file.

**STUDENT SUPPORT SERVICES COMMITTEE:** No report.

**TECHNOLOGY COMMITTEE:** The committee met in May and is working on completing their self-evaluation. TC is on track with implementing the Technology Replacement Plan. Memory upgrades for 50 computers have been purchased. Several projectors and computers for the LRC will be replaced and 20 computers are slated for the Library. The student payment system for the use of printers and copiers will be replaced with Go Print. The CMS copier cannot be purchased because it's on the moratorium list. Rod Austria will look to see if there's an extra copier on campus that can be used at the CMS in the meantime. The Technology Committee will provide a summary of the work completed at the September meeting.

**Fall 2014 Mission Learning Report and Institution-Set Standards Discussion:** A report summarizing all student achievement and learning outcome data was provided. The report includes three items: 1) review of institution set-standards for student achievement outcomes 2) summary of progress in assessing learning outcomes at the course, program and institutional levels; and a 3) summary of Eagle's Nest proceedings. Sarah Master provided an explanation of LAMC's institution-set standards. LAMC performed above all of the standards. The committee met to discuss the College's performance on the achievement outcomes with respect to the standards set some targets for improvement, revised the standard for certificate completion, established standards for two new measures, and made recommendations regarding actions to bring about improvement in student achievement. The report is on file and on the SLO websites.

Approved August 20, 2015

**ANNOUNCEMENTS:** The IE Committee is scheduled to visit LAMC sometime between October 26 – November 13 for a presentation on the accreditation self-evaluation report. The Board is scheduled to approve LAMC's self-evaluation on December 9, 2015.

**ADJOURN:** Meeting adjourned at 2:46 p.m.