



Los Angeles Mission College Council

May 21, 2015

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

MEMBERS PRESENT:

Present: (Need 10 for Quorum)

Perez, Monte

Allen, Michael

Austria, Rod

Bortman, Walter

Colt, Faith

Gosen, Raymond

Liko, Jim

Master, Sarah

Mendoza, Mary Lou

Milke, Leslie

Paulsen, Deborah

Phares, D'Art

Rodriguez-Doucette, Zoila

Ruys, Steve

Samii, Bamdad

Sparfeld, Tobin

Villanueva, Daniel

President, LAMC

Educational Planning, Co-Chair

Technology Committee Administrator

Facilities Planning Committee, Co-Chair

Proxy, AFT Staff Guild Representative

ASO President

Proxy, Building & Construction Trades

Program Review Oversight Comm. Co-Chair

Shared Governance Oversight Comm. Chair

Academic Senate President

Facilities Planning Committee, Co-Chair

Educational Planning Committee, Co-Chair

Supervisory Unit Representative

Student Support Services, Co-Chair

Professional Dev. Committee Co-Chair

Budget and Planning Committee, Co-Chair

Budget and Planning, Acting Co-Chair

MEMBERS ABSENT:

Andrade, Maricela

Barbato, Louise

Castillos, Milagros

Ramirez, Joe

Roane, William

Yamada, Ryan N.

Vacant

Professional Development Administrator

AFT College Faculty Guild Ch. President

AFT Staff Guild Representative

Student Support Services Administrator

Building & Construction Trades

Technology Committee, Co-Chair

Operations, Local 99

NON-MEMBERS PRESENT:

Ayala, Oliva

Carreon, Jess

Huffman, Patricia

Martin, Llanet

Montes, Darlene

Scheib, Jolie

Torres, Rosalie

ADDITIONAL COLLEGE COUNCIL MEETINGS

June 18, 2015

July 16, 2015

August 20, 2015

August 28, 2015 Retreat

The meeting convened at 2:13 p.m. and was chaired by Tobin Sparfeld.

APPROVAL OF MINUTES: D'Art Phares moved and Danny Villanueva seconded the motion to approve the April minutes; the motion passed.

PRESIDENT'S REPORT: President Perez discussed Budget & Planning's recommendation to post an Interim Dean position of Academic Affairs. The Dean will focus on non-credit education, student equity, concurrent enrollment, and adult education among other things. There is an action item on this position in today's agenda under Budget & Planning. The President provided a copy of the 2015 Follow-Up Report Progress dated March – May 15, 2015 that he submitted to the ACCJC on behalf of the College. This is to assure the Commission that LAMC is continuing its efforts in resolving the five recommendations. The President introduced Dr. Llanet Martin who is assisting with Student Services with SAO assessment and reporting.

President Perez introduced Dr. Jess Carreon, the Principal of the ELS Group, LLC, who helped develop LAMC's Strategic Plan in 2008 and is here to present an Integrated Planning Model that, based on the ELS Group's analysis of the College's current integrated planning processes, will further increase the College's capacity to promote and maintain integrated planning and that will serve the specific interests of LAMC. Their process examination included reviewing the College's planning documents and reports and interviewing key individuals with key roles on campus. Jess recommended forming an Integrated Planning Committee that will report to College Council and develop an integrated planning process over the next year 2015/16 with implementation beginning in 2016/17 and with full implementation over the next four years. Dr. Perez would like to discuss how to move forward with this at the College Council retreat in August. This work will be included in the accreditation report.

PROP A/AA/MEASURE J PROGRAM UPDATE: Dr. Perez reported that the Storm Water Project has been approved, the striping is getting done at the Child Development Center, the Central Plant has been approved, and the Media Arts building is moving forward.

REPORTS FROM STANDING COMMITTEES

ASO REPORT: The Job Fair and the Mental Health Awareness events were held today; both were very successful. ASO is looking at implementing hydration stations to conserve water which are sponsored through a city funded grant. The microwaves are still being looked into. The Armenian Genocide Remembrance Day was held Wednesday, April 22, 2015. Richard Alarcon attended the ASO meeting to announce that the Double Dose of Comedy will be held at Serenita Restaurant in Panorama City. ASO has setup a relief fund to donate to Ebola victims in Liberia, West Africa, Syrian refugees, and the families of the Mexican students who went missing earlier this year. President, Ray Gosen graduated from CSUN on Sunday, May 17, 2015. The new ASO President elect is Jackie Ambridge. A report is on file.

ACCREDITATION STEERING COMMITTEE (ASC): ASC reviewed Standard IIB and the committee will be meeting weekly. Standard IIIA will be reviewed next week. There is a DPAC meeting tomorrow at District. Accreditation training will be held at LAMC on Friday, May 29, 2015.

STATEGIC ENROLLMENT MANAGEMENT COMMITTEE: This past year, LAMC grew 6.41%, the 3rd highest of the nine colleges in the District.

SHARED GOVERNANCE OVERSIGHT COMMITTEE (SGOC): Mary Lou Mendoza provided a chart on the current committee vacancies. Self-evaluation forms have been sent to the shared governance committees and are due at the end of the month. A report is on file.

PROGRAM REVIEW OVERSIGHT COMMITTEE (PROC): The committee met on May 5, 2015 and discussed the themes from the VPs' SWOT reports. Sarah Master shared the "Program Review Oversight Committee Report to College Council: Institution-wide Program Review Themes" report, which identified themes that had a common thread among the College's three divisions based on their spring 2014 program reviews. The recommendations from the report were then discussed by College Council. Instructional Program Review training took place April 1, 2015 at Council of Instruction. Administrative Services had Program Review training on May 1, 2015. Training with Dr. Lee is scheduled for June 18, 2015. PROC will be revisiting the timeline for completion of CPR validations at the next meeting. A report is on file.

WORK ENVIRONMENT COMMITTEE (WEC): The Center for Math and Science needs better parking signage and more security. The CMS and CAI dryers are too noisy and need to be looked into by David Martin; however, Wally reported that the dryers are within normal decibel range. All room and office space requests need to go through WEC per the contract.

REPORTS FROM SHARED GOVERNANCE COMMITTEES

BUDGET & PLANNING (B&P): The following action item was presented by the B&P Committee: *The committee discussed the President's proposal to add an Interim Dean of Academic Affairs position for the upcoming academic year. The B&P Committee recommends that College Council move to add an Interim Dean of Academic Affairs to the Division of Academic Affairs.* Wally moved and Zoila seconded, the motion passed. Funding for the position will come from the student equity allocation, non-credit apportionment, international education tuition, and adult education funding from the state. A report is on file.

EDUCATIONAL PLANNING COMMITTEE (EPC): The committee completed comprehensive program reviews for Social Sciences, Counseling, and Child Development. The following action item was presented by the committee: *That College Council revise the LAMC Mission Statement as requested by EPC at the March 19, 2015 meeting. The proposed Mission Statement reads:*

Los Angeles Mission College is an associate degree- and certificate-granting accredited institution committed to student learning and achievement by providing accessible, affordable, high quality programs and services that are continuously evaluated and improved. The College serves its diverse students and communities by offering courses in basic skills, general education, career and technical education, and for transfer.

Michael Allen moved and D'Art Phares seconded, the motion passed with a majority vote and one abstention.

As per the process outlined in the College's 2014 ACCJC Follow-Up Report, the proposed Mission Statement will next be forwarded to the ASO, Academic Senate, AFT Faculty Guild, and AFT Staff Guild for review and comment prior to finalization at the August 2015 College Council Retreat.

FACILITIES PLANNING COMMITTEE (FPC): The committee received the report from WEC. There was no update on Measure J. The committee is working on the Name Change Policy and Procedure. A report is on file. The committee had submitted an action item to keep the College Mission Statement as is, but the action item was retracted since EPC's proposed Mission Statement changes were approved.

PROFESSIONAL AND STAFF DEVELOPMENT: The committee is looking at changes to their Statement of Purpose, Objectives, and website. The college has purchased the license for the MOS software. A report is on file.

STUDENT SUPPORT SERVICES COMMITTEE: The committee is working on updating their webpage minutes and agendas. The committee did not propose any changes to the Mission Statement. Financial Aid, Outreach, DSP&S, EOP&S, and the Transfer Center are going through comprehensive program review this year. The committee is also working on updating its membership. A report is on file.

TECHNOLOGY COMMITTEE: The VDI clients for the LRC have been ordered. All LAMC users will be required to change their password for e-mail and the faculty portal every three months according to District policy. IT will live stream the graduation ceremony.

NEW BUSINESS: The agenda item on **Fall 2014 Mission Learning Report and Institution-Set Standards Discussion** was tabled due to time constraints but will be discussed at the next meeting in June.

ADJOURN: Meeting adjourned at 3:53 p.m.