ELAC Committee Self-Evaluation
2013-2014

COMMITTEE NAME: Academic Senate

In an effort towards continuous improvement, the Accreditation Steering Committee is asking all campus committees to complete this form.

STEP 1: Fill out the chart below by reflecting upon the 2013-2014 academic year activities of the committee (looking backwards) and future activities (looking forward).

Looking Backward	
Accomplishments/Successes for 2013-2014	*Struggles of 2013-2014*

Accomplishments/Successes for 2013-2014

1. <u>Senate support for advancing SLO process:</u>
- Proposal for Department SLO Facilitators, including compensation
- Official definition of authentic assessment for SLOs
- Official rubric for Course Learning Outcomes (CLO)
- Require all Course Outlines of Records submitted to Curriculum committee must have CLOs before being placed on Curriculum Committee agenda
- Approved SLO Handbook
- Approved the CLO Technical Review Checklist and process.
- College Policy for SLO Sustainability

2. <u>Senate support for curriculum processes under 10+1:</u>
- Requirement that all certificates (skills or certificates of achievement) must have advisory committee minutes to be considered by Curriculum Committee
- Position defining recency for CTE advisory committee minutes
- Position supporting local control of college curriculum
- Position supporting 21 unit District GE pattern
- Supported the Curriculum Committee by endorsing the April 17, 2014, deadline for all DE addenda to be updated to reflect best practices and accreditation standards

3. <u>Adopted a number of Academic Senate Policies:</u>
- Draft Policy on Selection and Evaluation of ISA/Consulting Instructor Positions, which initiated the consultation process with AFT and College President
- Revised ELAC Winter Unit Limit Policy for Veterans
- Policy for Renaming Department and form to be used
- Generic Policy for Establishing a Department Hiring Selection Committee
- Revised Ethics policy.

4. <u>Adopted a number of Academic Senate Positions:</u>
- Position supporting GO East LA collaboration with CSULA & LAUSD
- Endorsed application of ELAC as leader college (ATD)
- Reaffirmed 18 unit semester enrollment limit
- Accepted the Shared Governance Process for the Identification and Selection of the Graduation Keynote Speaker, which the College President has agreed to follow

Struggles of 2013-2014

1. Communicating Senate issues with departments and adjunct faculty
2. Updating Senate website and meeting Brown Act requirements
3. District Academic Senate's movement toward centralized decision-making on curriculum and other matters
4. Extensive consultation with AFT and College President on ISA Policy has delayed development of a final draft policy to present to Senate and interested faculty
5. Ensuring that consultation with Academic Senate is not bypassed when it is required
6. Ensuring continued respect for district/college policies regarding Senate/faculty representation

Accomplishments/Successes for 2013-2014	Struggles of 2013-2014
- Approved Resolution on ELAC Academic Senate Professional Development Advisory Committee that will include faculty, staff, and administrators **5.** <u>Other Senate actions:</u> - Approved formation of Grants Committee, including rubric to be used to weigh program merits of grant proposals - Approved Adelante Program Viability Report and Men and Women's Kinesiology Viability Report - Approved revisions to HPC application and rubric - Approved proposed plan for Opening Day - Supported college application to serve as a Pilot College for the Common Assessment Initiative - Supported and provided input on administrative reorganization - Supported planning for SB1456 through Senate leadership participation - Supported SB1456 mandate by approving the hiring of several counseling positions within the HPC prioritization list and - Approved the bylaws for the Student Success and Support Program Advisory Committee, formerly known as the Matriculation Committee - Increased faculty dues collection to an all-time high by instituting payroll deduction, thus allowing more students to receive Academic Senate scholarships for $400 each - Continued to sustain an engaged Senate in support of shared governance and the faculty voice in academic and professional matters	

Looking Forward	
Goals for Upcoming Academic Year 2014-2015	*Obstacles for Success*

Goals for Upcoming Academic Year 2014-2015

1. Assess and ensure communication to all faculty and make improvements as a result of those assessments,
2. Announce Senate Ex. Committee meetings to all faculty, including an advanced schedule of meetings
3. Advocate innovative practices in professional development in conjunction with the development of the College Professional Development Plan
4. Adopt ISA Policy for Tenure-Track positions
5. Re-evaluate ISA Policy for Reassignments
6. Promote use of Classroom Observation Form by Faculty Evaluation Committees
7. Solicit feedback from Senate representatives on probationary evaluation committees
8. Collaborate with the implementation of SB 1456 mandates
9. Review of courses in the GE Program
10. Determine the most appropriate means to group multi-disciplinary Title-5 programs into Programs of Study
11. Support advancements for SLO process
   a. Review of process for assessing Program Learning Outcomes and Institutional General Education Learning Outcomes
   b. Disseminate an outline of Policy on SLO Sustainability as a reminder to faculty
   c. Sponsor training workshop(s) on quality CLO/PLO Assessments and best practices when conducting assessments
   d. Sponsor training workshop(s) on interpreting assessment results and deriving improvement activities
   e. Open acknowledgement by Academic Senate of Department Facilitator work promoting best practices
   f. Have all Senators attend the 3-hour SLO training sessions
12. Adopt Distance Education Philosophy Statement
13. Ensure Brown Act compliance
14. Promote broad faculty participation in Accreditation Self Evaluation and in Accreditation Site Visits
15. Promote leadership amongst Senators
16. Review constitution and bylaws
17. Hold retreat for senators and interested faculty during the winter of 2015
18. Hold a Senate-sponsored social
19. Fulfillment of college mission, promotion of innovation and equity in planning processes

Obstacles for Success

1. Ensuring adequate communication with departments and adjunct faculty
2. Updating Senate website and meeting Brown Act requirements

STEP 2: Answer the questions below,

1. How does this committee ensure that its activities are shared with the general campus community?

   Senators, including a representative for the adjunct faculty, inform their department members of Senate activities. Senate Minutes, Senate membership, Senate calendar, campus committees, etc. are posted on the Senate website. Recognizing the challenges we have experienced over the past year in updating our website, the Senate has a new goal of gaining direct and regular access to posting Agendas and Minutes of meetings of the Senate and Senate Committees. The President of the Senate and Senate representatives are encouraged to communicate Senate activities to the college community at various committees and at large when appropriate.

2. How does this committee advance and fulfill East Los Angeles' college mission statement?

   Mission Statement: East Los Angeles College empowers students to achieve their educational goals, to expand their individual potential, and to successfully pursue their aspirations for a better future for themselves, their community and the world.

   Goal 1: Increasing student success and academic excellence through student-centered instruction, student-centered support services, and dynamic technologies.

   Goal 2: Increasing equity in successful outcomes by analyzing gaps in student achievement and using this to identify and implement effective models and programming to remedy these gaps.

   Goal 3: Sustaining community-centered access, participation, and preparation that improves the college's presence in the community, maximizes access to higher education and provides outlets for artistic, civic, cultural, scientific and social expression as well as environmental awareness.

   Goal 4: Ensuring institutional effectiveness and accountability through data-driven decision-making as well as evaluation and improvement of all college programs and governance structures.

   Nearly all of the Senate goals listed above are directly advancing the college mission statement. In addition, Senate representatives on strategic planning committees advocate policies and make recommendations that further the college mission statement. Moreover, the Senate supports improvements in curriculum and program development in all academic departments to meet students' learning needs. It ensures that policies affecting the educational program, grading, matriculation, and student success are advancing improvements from a faculty perspective.

3. Do you have any suggestions to improve the shared governance process at ELAC?

   Promote more opportunities for additional faculty participation on shared governance committees.

4. Do you have any suggestions to improve this form?

   Please incorporate previously suggested changes to the format of this form.

STEP 3: Please return the completed form to the Office of Institutional Effectiveness (OIE) either by campus mail or to the OIE office in G1-302D.

Thank you for your cooperation!