



# ELAC Committee Self-Evaluation 2015-2016

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

Committee Name: **Academic Senate**

**STEP 1:** Fill out the chart below by reflecting upon the 2015-2016 academic year activities of the committee (looking backwards) and future activities (looking forward).

<b>Looking Backward</b>	
<i>Accomplishments/Successes for 2015-2016</i>	<i>Struggles of 2015-2016</i>
<ul style="list-style-type: none"> <li>• Continued to update the Academic Senate webpage, including Curriculum</li> <li>• Approved the adoption of eLumen to replace TracDat for SLO reporting</li> <li>• Approved ITFAC Bylaws</li> <li>• Approved revision to Program Review and Viability Review Committee (PRVC) Bylaws</li> <li>• Moved to participate in the Online Education Initiative (OEI) and adopt Canvas, which will become the sole Learning Management System (LMS) by January 2017</li> <li>• Approved several updates to the Senate-SLO Policy and supported SLO implementation, including the following:               <ul style="list-style-type: none"> <li>○ that each course must close the loop on SLOs within a three year time span</li> <li>○ that each discipline must post its three year assessment cycle</li> <li>○ that any course should have CLOs and assessment sufficient to analyze the expectation of student learning</li> </ul> </li> <li>• Promoted dialogue regarding SLO expectations, including the concept of disaggregation of data</li> <li>• Approved revisions to the Department SLO Facilitator Program, including the work plan and pay schedule</li> <li>• Approved revised LAC Bylaws that removed non-instructional programs so that LAC will focus on academic programs exclusively</li> <li>• Supported the Learning Assessment Committee's (LAC) "taking a new direction" document whereby the committee outlined several steps to take "a more active role in helping department and units improve their processes."</li> <li>• Approved the following state-required campus plans:               <ul style="list-style-type: none"> <li>○ Basic Skills Initiative (BSI)</li> <li>○ Student Success and Support Program (3SP) reports</li> <li>○ Equity</li> </ul> </li> <li>• Formed a task force to examine areas of Adult Education legislation under Senate purview and approved appointments, including its chair.</li> <li>• Approved Senate appointments to campus committees</li> <li>• Approved the Accreditation Self-Study</li> <li>• Took the following actions on faculty hires:</li> </ul>	<ul style="list-style-type: none"> <li>• Ensuring administrative responsiveness regarding urgent consultation issues, such as late changes to the AUP form</li> <li>• Limited response to survey from Senate representatives on probationary evaluation committees</li> <li>• Mid-year changes to State regulations requiring unplanned-for emergent responses by the Curriculum Committee and Senate</li> <li>• Lack of process for filling vacancies of Senate offices</li> <li>• Insufficient budgetary support for professional development at the department level</li> <li>• Insufficient faculty involvement in Senate processes</li> </ul>

- Corrected and then approved fall HPC priority list
- Approved a new form, rubric, and timeline for spring HPC process
- Approved spring HPC priority list
- Approved Faculty Position Request form and rubric for 2017-18
- Approved the creation of a Student Equity Advisory Committee and its Bylaws
- Approved changes to Curriculum Policy, including:
  - validating CTE courses that require prerequisites, co-requisites and/or advisories on a State-mandated two-year cycle
  - approving petition form for moving discipline(s) between two departments
- Approved departmental changes:
  - Moved International Trade discipline from Anthro/Geo/Geol/ to CAOT
  - Moved Journalism discipline from Media Arts & Technology to its own department
- Approved requested actions to improve campus safety:
  - That campus go on automatic lockdown when weapons are drawn by any party
  - That the college implement a five step plan recommended by Administration of Justice faculty
- Approved the South Gate/Firestone programming recommendations
- Endorsed actions for loss of enrollment priority and BOG Fee Waiver Appeal
- Endorsed prioritizing college resources to extend college services to meet the needs of non-traditional students, including extended library hours and hiring additional librarian
- Approved revisions to the Constitution (that were ultimately ratified by the faculty) that included:
  - a new Second Vice-President of Communications,
  - a Non-represented Faculty Senator,
  - a second Part-time Faculty Senator, and
  - the Learning Assessment Coordinator and Professional Development Coordinator as voting senators and as non-voting members of Senate Exec.
- Approved revisions to the Bylaws
- Awarded \$12,500 for student scholarships
- Approved the five objectives and six action items added to the Educational Master Plan calling for enhancements and/or expansions of programs and services
- Approved "Proposed New Non-Credit Program Request" (PNNPR) form
- Approved the IEPI Framework of Indicators:
  - annual course completion rate
  - sequence completion rate for remedial math and remedial English
- Revised and approved the 2017-2018 AUP form for Academic Departments
- Successfully advocated for locating the Teaching and Learning Center (TLC) in a permanent building and for additional staffing for Professional Development
- Approved the *Integrated Professional Development Strategic Plan for 2016-2019*

<ul style="list-style-type: none"> <li>• Approved Opening Day agenda and theme</li> <li>• Approved minor revisions to the Faculty Flex Handbook (renamed)</li> <li>• Adopted a resolution supporting Open Educational Resources (OER) and approved the Campus OER plan</li> <li>• Increased Senate reassigned time to address compliance issues and promoted more faculty involvement in the Senate</li> <li>• Approved two courses in support of the Professional Development College Program</li> <li>• Continued to support the proposed LACCD GE plan to include American institutions</li> </ul>	
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<b>Moving Forward</b>	
<b>Goals for Upcoming Academic Year 2016-2017</b>	<b>Obstacles for Success 2016-2017</b>
<ul style="list-style-type: none"> <li>• Hold a Senate-sponsored social</li> <li>• Advocate for the role and minimum compensation of chairs</li> <li>• Advocate for minimum support of chairs in order to meet program review and other institutional planning demands placed on chairs</li> <li>• Recommend satellite services be provided at satellite campuses</li> <li>• Continue advocacy to ensure full implementation of the Task Force recommendations regarding academic programming at South Gate/Firestone</li> <li>• Determine the most appropriate assignment of programs of study for eLumen</li> <li>• Evaluate courses in the GE program and realign/revise as appropriate</li> <li>• Continue to solicit feedback from Senate representatives on probationary evaluation committees</li> <li>• Continue to offer evaluation training workshops for all faculty</li> <li>• Conduct one or more Senate workshops</li> <li>• Support the successful implementation of eLumen, Canvas, and CurricuNet</li> <li>• Support the successful integration of the Equity, 3SP, and Basic Skills Initiative plans</li> <li>• Ensure all faculty have access to the Faculty Center</li> <li>• Increase faculty involvement at District and State Senate activities</li> <li>• Boost Academic Senate scholarship fundraising efforts</li> <li>• Increase attendance and participation at Senate Exec meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient faculty awareness of the ACJCC expectation that SLO data must be disaggregated by student</li> <li>• Recruit faculty to serve as Senate representatives on probationary faculty committees</li> <li>• Ongoing District inefficiencies</li> <li>• Time management and increasing workload</li> <li>• Timely posting of job announcements</li> </ul>

**STEP 2:** Please return the form to the Accreditation Liaison Officer electronically, [RamireLM@elac.edu](mailto:RamireLM@elac.edu), and post on your committee website.

Thank you much for your participation.