# EAST LOS ANGELES COLLEGE
## ACADEMIC SENATE
### MINUTES
**Tuesday, October 13, 2015**

**PRESENT**
- Adjunct Rep, Randy Adsit
- Architecture, Jim Kawahara
- Business Admin, Babak Khollesi
- CAOT, Karen Cross
- CF&ES, Alicia Mendiola
- Child Development Center, Marcia Cagigas
- Counseling, Alicia Perez
- Curriculum Chair, Steve Wardinski
- Dance, Rick Crawford
- Engineering & Technologies, Kamy Khashayar
- English, Luis Orozco
- Kinesiology, Paulettta Daw
- Life Sciences, Lupe Garcia
- Math, Viviana Castellon
- Media Arts & Technologies, Jean Stapleton
- Music, Lucy Nargizyan
- Nursing, Lurelean Gaines
- President, Alex Immerblum
- Psychology, Sherrie Davey
- Social Sciences, Jeffrey Hernandez
- Theatre Arts, Lisa Hashimoto-Stone

**ABSENT**
- Admin of Justice, Mel Stevenson
- Allied Health, Kevin Booth
- Anthro/Geog/Geol, Julie Bernard
- Art, Surana Singh
- Automotive Tech, Adrian Banuelos
- Chemistry, James Ross
- Chicano Studies, Eddie Flores
- Communication Studies, Nader Haddad
- Library, Erika Montenegro
- Modern Languages, Sara Maga
- Noncredit, Dennis Villacorte
- Past President
- Philosophy, Michael Sigman
- Physics, Marina Papenkova

**ALTERNATES**
- Chicana/o Studies, Mary Romo
- Communications Studies, J. Edward Stevenson
- Modern Languages, Robert Liu

**GUESTS**
- SSSP Counseling, Suzette Morales-Guerra
- Accreditation, Barbara Dunsheath
- Counseling, Daniel Ornelas
- SLO, Amanda Ryan-Romo
- Theatre, Michael Kasnetsis

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**I. CALL TO ORDER:** A. Immerblum, President, called the meeting to order at 12:17 p.m.

**II. APPROVAL OF AGENDA:** M/S/P (J. Hernandez/R. Adsit) to approve the agenda.

**III. APPROVAL OF MINUTES:** M/S/P (L. Gaines/J. Hernandez) to approve the minutes for September 22, 2015,

**IV. PUBLIC FORUM/ANNOUNCEMENTS:**

   **A.** 1) Accreditation: B. Dunsheath announced that an e-mail had been sent to all faculty regarding the Accreditation timeline. The Open Forum will take place on October 29, 2015, and the Accreditation committee will be visiting various campus committees. The committee will visit with Academic Senate on October 27, 2015 to address and discuss the Accreditation standards. J. Hernandez suggested discussing standards I and IV.

   2) Other Announcements: the Senate Rostrum has an article on disaggregation of student learning outcomes data that faculty may want to read.
B. P. Daw reminded faculty that an e-mail was sent yesterday, October 12, 2015, with information regarding Canvas.

C. J. Stevenson announced the Transfer Student Success Conference for fall 2015 is scheduled for Friday, November 6, 2015, from 8 am – 2 pm in the ELAC Garden. All students, faculty, and staff are welcome.

D. J. Stevenson announced the Undergraduate Research Conference will be held on Friday, December 4, 2015. If faculty have or know of any students that would like to present their research, e-mail J. Stevenson or P. Palomino.

E. Marcia Cagigas reminded faculty that the Child Development Center will be escorting children around campus Thursday, October 29, 2015 at 10 am and 2 pm.

F. A. Immerblum stated that a joint letter regarding the SLO policy was being created among A. Ryan-Romo, J. Hernandez, A. Immerblum, and President Martinez and that it should be sent out shortly.

V. ACTION/DISCUSSION ITEMS:

A. Curriculum Recommendations:
   i. Courses and programs: S. Wardinski outlined the idea and request from Dean Whiteside for a policy from Academic Senate regarding a process for validating prerequisites, co-requisites, and advisories for CTE courses or archiving those courses. R. Adsit asked why there was a need for this policy. J. Hernandez stated that there was an update in Title 5 that required the policy change.
   ii. Draft petition form for moving discipline(s) between two departments (noticed):
      Currently being noticed is a draft form departments will use to request moving a discipline from one department to another. J. Hernandez suggested that the draft form be presented to Armida Ornelas, AFT President, before taking a vote. S. Wardinski stated that there was time to take the vote since any movement between departments would not take effect until fall 2016.

B. Approved revision to ITFAC Bylaws:

   M/S/P (P. Daw/J. Stevenson) to accept the ITFAC Bylaws.
   Discussion: P. Daw stated that the bylaws being presented are a cleaned up version of what was presented at the last Academic Senate meeting. Some information was moved around the document but the content remains the same.

   M/S/P (J. Stevenson/J. Hernandez) call for the question.

C. Approval of Educational Planning Subcommittee Bylaws (previously noticed):

   M/S/P (L. Gaines/J. Hernandez) to approve the changes in membership to the Educational Planning Subcommittee Bylaws.

   Discussion: Due to the change in the number of vice presidents on campus, membership has changed.

D. Approval of senate president appointments to campus committees:

   A. Immerblum announced the following list of senate representatives he appointed to campus committees:

   Al Cone – Shared Governance Council
   Woonichin Ong – Technology Planning Subcommittee
   Woonichin Ong – Transfer Committee
   Kevin Booth – Fourth Attempt Committee
   James Hine – Student Grievance
   Raul Avila – Student Grievance
   Michael Lee – *Conference Tuition Committee
   Mary Ellen Eckhart – *Conference Tuition Committee

   *In consultation with Armida Ornelas, AFT, membership was increased from 4 to 6 members.
Discussion: P. Daw asked about requirements for the selection to committees since she had requested being a senate representative on the Shared Governance Committee and has participated in the meetings. A. Immerblum stated that Al Cone has served as an alternate for many meetings. J. Hernandez stated that the Senate bylaws do not specify how the president chooses faculty to serve on committees; basically, the president appoints and the senate approves. B. Dunsheath asked who else had requested to volunteer for all committees since she had requested being the Educational Subcommittee. A. Immerblum said he had not yet made his appointment to that committee and was focusing on the appointments he has made.

M/S (R. Adsit / S. Davey) to accept the list of appointees.
Discussion: B. Dunsheath asked to see the list of potential volunteers for the committees before the Senate voted on the appointees. A. Immerblum stated that the list may not be comprehensive since this request was not made beforehand.

M/S/P (P. Daw / J. Stapleton) (9 yes / 7 no) to delay the vote to approve appointees until the senate president could present a list of volunteers who were not appointed.

E. Approval of SSSP Annual Credit and Noncredit Reports (electronically noticed):
A. Immerblum reviewed both SSSP plans, highlighting key areas. Suzette Morales presented areas that still needed to be added to the reports, including the final budgets and a student service organizational chart.

M/S/P (J. Hernandez / J. Stevenson) to approve the SSSP Annual Credit Reports.
M/S/P (S. Wardinski / J. Stevenson) to approve the SSSP Annual Noncredit Reports.

Suzette Morales-Guerra, Danny Ornelas, and the counseling staff were acknowledged for their hard work in supporting students.

F. LAC detailed timeline to complete each step of the CLO cycle.
LAC was asked to come up with a detailed timeline indicating each step of the SLO process, but the committee was unable to agree on a model. A. Ryan-Romo presented to Senate a generic timeline and asked that people forward comments and feedback to her. J. Hernandez thanked the committee for its work.

G. Approval of Professional Development Plan proposal (electronically noticed)

M/S/P (J. Stevenson / J. Hernandez) to approve the “Concept Paper for Professional Development at ELAC,” adding “adaptive learning” in the “Secure Space” section in support of another one of grants the college has received.

The Concept Paper also calls for a secure space “in the former Administrative Service offices” and increased staffing and budget.

VI. ADJOURNMENT: The meeting was adjourned at 1:33 p.m. The next Academic Senate meeting is scheduled for October 27, 2015.

Respectfully submitted, Marcia P. Cagigas, Secretary

Our MISSION
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.