

Los Angeles Trade Technical College
Academic Senate Minutes of
April 18, 2006

Meeting called to order at 1:10 pm by Senate President Chini Johnson.

Present at the Meeting: Lourdes Brent, John Buonauro, Dennis Burke, Lionel Coulter, Linda Delzeit, Ken Desjardins, Mildred Drake, George Evans, Jan Gangel-Vasquez, Teresa Grenot, Pat Hollingsworth, Chini Johnson, Leslie Kite, Hsiao-ling Liu, Manuel Marroquin, Lorraine Megowan, Florencia Pineda, Larry Pogoler, Kyle Skinner, Walter Taylor, Dorothy Thornhill, Sheila Tishler, Hiro Uchida, Frank Williams, Deirdre Wood, Carolie Parker-Lopez, Jamil Ahmad, Leticia Barajas, Reza Azarmsa, Marcy Drummond, Constance Tripp, John Tabakian, Kindra Kenyon, Deborah Thompson, Dorien Grunbaum.

Guests: Marcy Drummond, Acting Vice President of Academic Affairs, Leticia Barajas, Dean of Academic Affairs & Reza Azarmsa, Dean of Academic Affairs.

Minutes of March 14 meeting were approved with one correction. The Voc Ed Committee website is <http://360.yahoo.com/taylorwalt>.

Reports:

Senate President's Report:

Hiring Committees for both President and Vice President of our college are moving ahead. A community forum with the Presidential candidates is scheduled for June 5.

State Academic Senate will be meeting on April 27 -29. Copies of the draft resolutions which will be presented at this meeting have been placed in mail boxes of senators and department chairs have also received copies.

The annual Retirement Luncheon will be held on Wednesday May 31 from 11:30 to 1 pm. Department Chairs please forward addresses of recent retirees to Chini.

Our 80th Anniversary celebration will be held on Thursday evening May 25. Carolie Parker-Lopez will organize a silent auction which will take place during the reception. Departments have been asked to create a basket for the auction. Those donating a basket should establish the value and a minimum bid. Tickets are \$50 per person and \$25 for students. Faculty members are asked to sponsor a student.

1st Vice President's Announcement:

April 19 is Denim Day. Wear denim in support of ending sexual assault. A community-wide march against sexual assault and violence will take place at 11 am from LATTC to the Staples Center.

Senate Adjunct Faculty Representative Report:

Lionel Coulter, Senate Adjunct Faculty representative reported on the progress of the political forum which will be held on Wednesday May 10 from 9 – 11 am in the Grand Theater. Invitations have been sent out to the gubernatorial candidates asking their participation in this question and answer forum for our students.

Academic Rank Committee and Report on Block Grants:

Lourdes Brent reported for the Academic Rank Committee. Elton Robinson was approved for the rank of Professor. Next meeting of the committee will be April 26. Letters have been sent out to the full-time faculty members whose academic rank is unverified. Please fill in the requested information and return the academic rank form as soon as possible.

Block Grant Committee will forward their recommendations to the College Council at their next meeting on April 24. Departments will then have 3 weeks to encumber the funds. Senate President Chini Johnson commended Lourdes Brent, Pauline Carrillo, Beatriz Ruiz-Silva & Jamil Ahmad for their work on this committee.

Ethics Committee Report:

Jan Gangel-Vasquez announced the next meeting will be April 20 at 2:30 pm in F212.

Budget Committee Report:

Vice President Marcy Drummond reported on the status of our request for debt relief. At a meeting on April 17 half of our debt was informally forgiven. We are waiting for formal notification of this action.

Our budget will be cut due to lower enrollment this year; however we do have 3 years to attempt to make it up. We are about 1,000 students short of our target enrollment this year. The fall semester will be critical for us. Retention is all important. Our FLEX activities in the fall will focus on the issue of student retention.

Staff Development Committee Report:

Lorraine Megowan reported over 30 faculty members from our college attended the Tech Ed conference last month in Pasadena. Attendees should file a conference report.

FLEX days this semester will be June 6 and 7. FLEX reports are due on June 9. Mandatory Fall FLEX day is scheduled for Thursday August 31.

All money in the Professional Development Fund has been spent.

Reports and Announcements of Guests:

Vice President Marcy Drummond announced:

Accreditation visit is scheduled for April 25 & 26. This is a follow up to our mid-term report.

Matriculation issues will be discussed on April 27 in a meeting held in the Garden Room from 1 – 3 pm. This meeting is sponsored by Academic Affairs and will be led by the Vice President for Student Services.

Learning Matters Inc. will be filming a documentary here on campus. LATTC will be one of four colleges included in this film.

We need to plan for a 90 day shut down of our campus due to avian flu. Rosemary Royal is convening a task force to work on this plan.

Leticia Barajas, Dean of Academic Affairs reported on Title V Cooperative Grants. She distributed copies of the Notice of Intent to Seek Outside Funding which should be completed before writing a grant proposal. Completing this form will enhance cooperation on our campus for grants by informing all faculty members as well as department chairs about the grant proposal.

Reza Azarmsa, Dean of Academic Affairs reported on Distance Learning. \$25,000 has been set aside this semester (and possibly in future semesters) to encourage faculty members to develop online courses. 21 applications have been received and all were funded. Bruno Tapia is helping with the technical aspects of developing the classes and training will be offered. The goal is to have the courses ready for the Fall 2006 semester. The Hybrid model will be promoted here at LATTC and we want to encourage all students to take at least one online course. Walter Taylor suggested an online course in time management be offered. Jan Gangel-Vasquez announced we hope to offer a complete A.A. or A.S. degree online.

Old Business:

Election of Senate Officers:

The Senate Constitution states that the election of new officers will be held during May of even numbered years. Nominations to serve on the Nominating Committee were Joyce Livingston, Dorien Grunbaum, Dennis Burke, Lisa Moreno and Bob Essex. These nominations were accepted by the body. As stated in the Constitution, Senate President Johnson will appoint an Election Committee to conduct the election which is scheduled for May 23 – 25.

Written Hiring Procedures:

Each campus in our district needs to develop campus specific procedures. Senate President Johnson distributed our draft of the Hiring Procedures began in 2002. She pointed out proposed changes and discussion followed. The draft with proposed changes was accepted by acclamation by the Senate.

Amendment to Resolution for De-selection of Library Materials:

Senate 1st Vice President Larry Pogoler asked to postpone this resolution due to the absence at today's meeting of the co-maker of the resolution Joyce Livingston. Library Chair Teresa Grenot read a counter resolution signed by all District Library Chairs including the former Library Chair of LASC (please see attached resolution #1). Ms. Grenot also read an email from Dan Crump, former member of the State Academic Senate Counseling and Library Faculty Issues Committee and discussion followed. Ms. Grenot asked for a vote on the joint resolution of L. Pogoler and J. Livingstone. The Senate President ruled to table this resolution until the next Senate meeting where it will appear as the first order of business. Senate President Johnson reminded the body of the provision in the Senate Constitution for a Library/LRC Committee. This committee needs to be reconvened and Ken Desjardins (former Committee Chair) agreed to call the first meeting. Ken pointed out that reps serving on this committee reviewed library materials for de-selection. Library Chair Teresa Grenot announced the formation of a Library Support Group and invited faculty members to attend the first meeting of this group on Thursday April 20 at 2pm.

Program Review:

Associate Dean Leticia Barajas distributed a Program Review launch timeline and reported that a template has been developed by her, Marcy Drummond and the Program Review Oversight Committee. Program Review will be a major issue during the Fall semester. Courses will be revised on the WEB and course outlines will be included. Consider Program Review as a sequence of events. The Construction department will beta test the new plan. Everyone working off the same database will ensure consistency.

Renaming F Building:

Dorien Grunbaum requested this be added to the agenda. A resolution was passed by the Senate approximately a year and a half ago to rename the F Building Mel Brown Hall. Senate President Johnson agreed to bring this past Senate resolution to the attention of the Work Environment Committee. The topic of naming buildings was discussed and Vice President Marcy Drummond mentioned that corporations may contribute money and then have a building named after them. This is one way to raise money for our college. Discussion moved to renaming the E Building after Dottie Soltis. Senate 1st Vice President Larry Pogoler presented a **motion to Rename the E Building to the Soltis Building at the same time the F Building is renamed Mel Brown Hall**. This motion was seconded and passed unanimously.

New Business:

ESL Assessment Instrument:

Kindra Kinyon reported LATTC has only 134 ESL students out of a student population of over 13,000 students. She and the other ESL instructors think this is because the assessment test we currently use (Accuplacer LOEP) is a poor choice as it is too difficult for our students. The ESL committee prefers the ACT Compass test as it measures all levels of ESL. Pat Hollingsworth, Chair of Language Arts distributed a statement supporting the ESL Committee recommendation. The preferred test is currently in use at WLAC and LAHC. Instructors at WLAC have praised the ACT Compass. This test is available through the Internet and is administered solely on the computer. Discussion followed and the issue of cost came up. The preferred new test can be used free for one year while it is being validated at our college. The cost of the replacement test is uncertain right now however it is probably less expensive than the one currently in use. Senate President Johnson pointed out that Matriculation usually pays for assessment instruments. Dr. Cardoza will help the ESL faculty members implement use of the new test.

At 3 pm a motion to extend the meeting for ten minutes was put forth, seconded and passed.

Further Announcements:

Jan Gangel-Vasquez announced a Teach-in will be held on Wednesday April 26 on the topic of undocumented immigrants' rights. It will take place in the Grand Theater from 10 – 11:30 am.

Meeting adjourned at 3:20 pm.

Respectfully submitted,

RESOLUTION # 1

District Library Chairs Resolution:

Whereas,

It is each district Library's responsibility to maintain and update its Library collection and Collection Development Policy in order provide a collection that reflects the current curriculum and needs of the college community, and

Whereas

The Los Angeles Community College District Library Chairs support the development and periodic review of local Library Collection Development policies for selecting and deselecting Library materials, and

Whereas

It is the LACCD Library Chairs understanding that a district college Academic Senate does not dictate or supersede individual department policies on its campus.

Let it be resolved that:

The Los Angeles Community College District Library Chairs support the Los Angeles-Trade Technical College Library Collection Development Guide 2005-2006, and

Let it be finally resolved that:

The LACCD Library Chairs are in opposition to the "Resolution for Deselection of Library Materials" submitted at the February 14, 2006 LATTC Academic Senate meeting.

For clarification, please note the following:

- Of the nine (9) District Libraries, District Library Department Chairs' signatures in support of the above resolution include seven (7) Chairs
- Signatures in support of the District Library Chairs' Resolution include:
 - Choonhee Rhim, Library Chair, East Los Angeles College
 - Jonathan Lee, Library Chair Harbor College
 - Sandy Thomsen, Library Chair, Los Angeles Mission College
 - Florence Robin, Library Chair, Pierce College
 - Teresa Grenot, Library Chair, Los Angeles Trade-Technical College
 - Linda Brady, Library Chair, Los Angeles Southwest College
 - David May, Library Chair, Los Angeles Valley College
- District Library Chair declining:
 - Barbara Vasquez, Los Angeles City College
- District Library Chair not in support of this resolution:
 - Cathy Froloff, Library Chair, West Los Angeles College

Collegially,

Teresa

Teresa Grenot

Library Department Chair

Los Angeles Trade-Technical College Library

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