

Los Angeles Trade Technical College
Academic Senate Minutes of
May 9, 2006

Meeting called to order at 1:22 pm by Senate President Chini Johnson.

Present at the Meeting: Brenda Austin, Mary Brand-Njoku, Lourdes Brent, Jim Browne, Dennis Burke, Linda Delzeit, Mildred Drake, Jan Gangel-Vasquez, Teresa Grenot, Chini Johnson, Leslie Kite, Donna Lichtman, Joyce Livingston, Manuel Marroquin, Lorraine Megowan, Lisa Moreno, Miguel Moreno, Marian Pagano, Larry Pogoler, Kyle Skinner, Hiro Uchida, Deirdre Wood, Constance Tripp, Joyce Reiley, Rose Middleton, Carolie Parker-Lopez, Jamil Ahmad and Lisa Legohn.

Guests: Marcy Drummond, Acting Vice President for Academic Affairs, Bobbi Kimble, Associate Dean of Academic Affairs.

Minutes of April 18, 2006 were approved.

Reports:

Senate President's Report:

Congratulations to LATTC students for reviving our student newspaper Trade Winds with the May 3, 2006 issue. Special thanks to Adjunct Instructors Rosemarie Santana and Toni Allen who advised and assisted the students.

Our 80th Anniversary celebration will be held Thursday evening May 25, 2006. Tickets are \$50 per person and may be purchased in the Business Office. Faculty members are asked to sponsor a student. Student tickets are \$25. Carolie Parker-Lopez reported twenty people have volunteered to donate a gift basket for the silent auction to benefit the LATTC Scholarship Fund.

Annual Retirement Luncheon will be held on Wednesday, May 31 from 11:30 to 1 pm. Department Chairs please forward names and addresses of recent retirees to Chini. Current Faculty members are encouraged to attend at \$8 for Senate Members and \$10 for non-Senate members. Please RSVP and include your check in the box provided in the mailroom by Monday, May 22.

Presidential Selection Committee will be meeting for two days of interviews at an off-campus location. Carol Anderson and Cliff Montour are the AFT reps on this committee. Chini Johnson and Lourdes Brent represent the Senate. Shawn Tramel represents the classified staff and the ASO President Ethan Burrall represents the student body.

The Vice President for Academic Affairs Selection Committee is moving ahead. This position should be filled soon.

The WEC Committee is chaired by Carol Anderson, AFT Chapter Chair. Carol recently met with all departments to hear concerns over their buildings. The most popular requests for improvement dealt with air-conditioning, bathrooms, tables and chairs, more building renovations and more smart classrooms. Everyone should be in contact with their BUG Coordinator in order to express their concerns. Demolition of the Coffee Building is scheduled to begin on May 22.

1st Vice President's Report:

1st VP Larry Pogoler reported the Senate Executive Officers met with Dr. Harris on May 4 to discuss objections the Academic Senate has to hiring a new Associate Dean of Learning Resource Programs. The Senate Executive team drafted a letter outlining the objections per Dr. Harris' request. Copies of this letter were distributed to Senators at the meeting and discussion followed. Jan Gangel-Vasquez stated she supported the hiring of the new Associate Dean. Lorraine Megowan responded that she felt it would be preferable to fill the faculty vacancies in Learning Skills before considering restructuring the department. Senate President Johnson noted that findings from the Basic Skills Committee report were incorporated into this letter.

Treasurer's Report:

Treasurer Brenda Austin reported the Senate account has a balance of \$3115.15. Please send in payment for the Retirement Luncheon along with your rsvp.

Curriculum Committee Report:

Linda Delzeit reported for the committee. April 28 was the deadline to submit new classes to be taught during the Fall 2006 semester. A new AA degree has been approved for PE and a Certificate in Coaching has been approved.

Technology Committee Report:

Linda Delzeit reported the committee is looking for new software to help faculty members create their own websites. Acting Vice President Marcy Drummond reported the committee is also working on having the entire course schedule available online to students and allowing them to select courses in a way similar to shopping online. The goal is to encourage students to plan their schedules for the next two years to enable LATTC to then plan and offer the requested courses.

Academic Rank Committee Report:

Lourdes Brent reported letters have been sent out to full-time faculty members whose academic rank is unverified. Please fill in the requested information and return the form as soon as possible. The following faculty members have advanced in rank: Karl Gary is now an Associate Professor in the Business dept., Roxanne Dalrymple is now an Assistant Professor in the English dept., Renee Madyun is now an Assistant Professor in the Chem Tech dept., Joyce Reiley is now an Associate Professor in Nursing, John Cavanaugh is now an Assistant Professor in Diesel Technology, and Chini Johnson is now a Professor in the Counseling dept.. The committee is chaired by Lourdes Brent and members are: Lorraine Megowan, Larry Pogoler, Susan Silvera, Linda Cole and Karl Gary. Senate President Johnson noted that Emeritus Faculty Members should be listed in our catalog per a request of the AFT Emeritus Guild. Senate President Johnson commended the committee for their important work

Ethics Committee Report:

Jan Gangel-Vasquez announced a meeting was scheduled during April, however due to conflicts with other meetings and difficulty finding the meeting room, the meeting did not take place. The committee will reconvene in the Fall.

Staff Development Committee Report:

Lorraine Megowan announced the Employee Recognition Luncheon was held earlier today. Contributions for our Scholarship Fund were collected from attendees as they signed in. Graduating students with a 3.0 GPA and participation in extra-curricular activities on campus and/or volunteer activities in the community are eligible to receive a scholarship from this fund. FLEX days are scheduled for June 6 and 7. A variety of workshops will be offered.

Vocational Education Committee Report:

Hiro Uchida reported the committee will soon have a new server. Log in at <http://360.yahoo.com/taylorwalt>. The committee welcomes input from faculty members.

Old Business:

Resolution for De-selection of Library Materials:

Senate 1st Vice President Larry Pogoler read a new Resolution to Re-convene the Library Committee (please see attached Resolution #1) which he and co-maker Joyce Livingstone were now substituting for the previously tabled Resolution for De-selection of Library Materials. Senate President Johnson imposed a time certain discussion limit of ten

minutes. Ken Desjardins reported on the role of the Library/LRC Advisory Committee as it existed in the past. Joyce Livingston submitted a friendly amendment covering the role of accrediting boards. The resolution was then voted on and passed with a vote of 16 for and 5 against.

Update on Senate Elections:

The Nominating Committee will meet on Wednesday May 10 to plan for recruiting a slate of candidates. Members of this committee are Lisa Moreno, Bob Essex, Joyce Livingston, Dorien Grunbaum and Dennis Burke. The Election Committee will conduct the **election scheduled for May 23 -25**. Members of the Election Committee (appointed and approved during the October Special Senate meeting) are Hernan Quinones, Ron Jackson, Sheila Tishler and Dennis Burke. The Nominating Committee will establish a deadline for submission of declarations of candidacy for the offices of President, First Vice President, Second Vice President, Secretary, Treasurer, Adjunct Senate Reps (2 positions), and Academic Rank Committee (two 3 year positions and one 1 year position).

Block Grants:

Lourdes Brent reported Block Grant recommendations were presented to the College Council on April 24. The original allocation given to LATTC last October was \$293,369 however Vice President Carey Roth found unused block grant money from previous years which President Harris added to bring the total Block Grant allocation for this year to 1.5 million dollars. Unused funds from this school year will be rolled over to the 2006/2007 year. 57 applications were reviewed. This is approximately the same number as last year and the number of proposals funded is also about the same as last year. The committee recommends that it serve as a standing committee and that there should be two cycles yearly. Senators please disseminate information about block grants within your departments. Next meeting of the committee is scheduled for Tuesday, May 16 from 12 - 1 pm in A114. Senate President Johnson commended the Block Grant committee for their good work. Committee members are: Lourdes Brent, Pauline Carrillo, Steve Kasmar and Beatriz Ruiz-Silva representing the Academic Senate. Jamal Ahmad, Dennis Burke, Karl Gary and Sondra Shackelford represent the AFT. Additional members serving on this committee are: ASO member Juan Carlos Arias, Vice President Ramon Castillo, AFT Staff Guild reps Valerie Cole and Kevin Dudley, Vice President Marcy Drummond, Vice President Carey Roth and Teamster rep Bobbi Kimble.

Update on Nursing Dept. Task Force:

Vice President Marcy Drummond reported the independent task force has not yet been convened due to a transition in leadership in the department as well as the department's involvement in the response to the Accreditation report. The task force will probably be reconvened in the fall.

Update on Faculty Hiring:

Vice President Marcy Drummond distributed a hand-out outlining the status of faculty hiring for this academic year. Discussion followed and Senate President Johnson asked departments to voice their concerns to the Vice President.

DSPS E-REGS:

Donna Lichtman distributed a handout (E-100) on criteria for serving students with disabilities. She informed the body that our district has never had an official course substitution policy for disabled students. Just this week, the office of John Clerx, Associate Vice Chancellor authorized Philosophy 8 may be substituted by disabled students for their math requirement and therefore now two of our disabled students may receive their AA degree.

New Business:

Status of Articulation Agreements:

Associate Dean Bobbi Kimble distributed a hand-out listing Articulation resources and another explaining articulation. Articulation Officer Deirdre Wood explained she is primarily a liaison between faculty and other institutions. The receiving school accepts or rejects our courses. Deirdre reported we have active articulation agreements with many CSUs and UCs as well as several private universities. Universities don't necessarily update with us yearly. The website www.assist.org lists our agreements with public schools. Agreements with private school are maintained by counselor David Esparza. Senate President Johnson asked which of our courses are no longer articulated. Deirdre informed us that Geology 1 and Geology 6 are no longer accepted, our Engineering courses are no longer accepted at UC, and History 41, 42, 43 & 44 are waiting for American Ideals certification. Check sheets used by the counselors are in process. Deirdre accepted Senate President Johnson's request to present an articulation workshop at FLEX. Vice President Drummond added that our students need to be kept informed about courses that are losing articulation.

Items from the Floor:

Vice President Marcy Drummond distributed drafts addressing the processes for **New Discipline/Program Appraisal** and **Program Viability Review**. She outlined the major

points in both processes for the body and requested these drafts be reviewed and discussed by departments. Please forward input to Senate President Johnson. Discussion followed and Welding Instructor Lisa Legohn recommended membership on the review committees includes student reps and not necessarily ASO reps. Senate President Johnson added we need to have a written Program Discontinuance Policy. Please send input about this to the Voc Ed Committee. Vice President Marcy Drummond requested the New Discipline/Program Appraisal Process be approved at the next Senate meeting.

Dates for the **last Senate meeting** of the semester were discussed and voted upon. The meeting will be held on **Tuesday, May 23 from 12 – 1 pm in A-111.**

Meeting adjourned at 3:30 pm.

Respectfully submitted,

Leslie Kite
Secretary, Academic Senate