

Los Angeles Trade Technical College  
Academic Senate Minutes for  
September 12, 2006

Present: Chini Johnson, Brenda Austin, John Buonauro, Mary Brand-Njoku, Lourdes Brent, Lionel Coulter, Linda Delzeit, Millie Drake, Bill Elarton, Robert Essex, Leslie Kite, Denise Fairchild, Ashraf Hosseini, Lisa Legohn, Liu Hsiao-Ling, Ayesha Randall, Hyein Kim, Marilyn Maine, Laurie Maldague, Lorraine Megowan, Rose Middleton, Larry Pogoler, Kyle Skinner, Walter Taylor, Deborah Thompson, Sheila Tishler, Constance Tripp, Hiro Uchida, Frank Williams, Xenia Wright, Jess Guerra, Rose Maina, Mike Cavanaugh.

Guests: Leticia Barajas

The meeting was called to order at 1:34 P.M. A quorum of voting members was present.

The members introduced themselves.

*Approvals of the Minutes of the May 23, 2006 and the September 12, 2006 Senate meetings* were separately Moved, Seconded, and Passed.

Chini Johnson, Senate President, announced that:

Graduation will be June 5, 2007 at the West Hall of the Los Angeles Convention Center.

The ASCCC Plenary Session, will be held October 26 - 28, 2006 at the Fairmont Hotel, in Newport Beach. Preliminary resolutions were distributed to the membership to be reviewed with department faculty; please send responses to Chini. Resolutions will be voted on by the ASCCC Saturday, 10/28/2006, between 8:00 A.M. and 4:00 P.M.

The Area C meeting will be at the Wilshire Grand Hotel on Oct 14, 2006. Bob Essex will attend for the LATTC Senate.

If a discipline needs alternative minimum qualifications, a “window of opportunity” opens now. Those seeking changes to the alternative minimum qualifications are encouraged to attend the ASCCC Plenary Session. This would be especially useful for those disciplines in new programs for which qualifications and equivalencies have not yet been established. The next opportunity to make these changes will be two years from now.

The District Academic Senate will meet on 10/12/2006 and 12/14/2006 at LA Harbor College, 3/8/2007 at East L.A. College, and 5/10/ 2007 at LACC.

Chini Johnson introduced ASO President Ethan Burrall and CALPIRG Representative Blair Anderson. They made an exhaustive pitch for the faculty to perform in-class voter registration of students.

(more)

When the CALPIRG presentation was finished, the President Johnson returned to the resolution topics, which include:

- Minors on campus
- Matriculation and Assessment
- Equivalencies, and
- The Role of Non-Credit Instruction

The text of these resolutions is available on the ASCCC website.

The agenda was moved to the First Vice President's report. Ashraf Hosseini announced that:

the DAS/LACCD summit was held in Marina Del Rey on 9/28/2006. The main theme of that meeting was LACCD de-centralization. New district goals will be Access, Accountability, and Success.

The Second Vice President, Leslie Kite, in her report, also spoke regarding the DAS/LACCD summit:

Gary Colombo of LACC, at the summit spoke of a district strategic plan and presented the new district mission statement. The district challenges are at this moment:

- The size of the district
- The fact that a sizable fraction of our students are non English speaking immigrants, and
- The preparation (or lack of preparation) of all our students.

The Treasurer, Brenda Austin, announced that:

Twenty-eight instructors pledged payment of Senate dues on September 6; twenty-three of those pledges have so far not been redeemed. Each paid-up member will receive a certificate.

The photographer sent un-acceptable pictures from convocation; these were relected by the academic senate leadership.

The balance remaining in the Academic Senate account is \$3476.31 as of 10/10/2006.

The bill from Cater-Craft for the convocation breakfast and lunch is still outstanding.

The \$2,500 assistance grant from the DAS has not been paid to the Academic Senate.

Annual dues of \$200 have been paid by the Academic Senate to the DAS.

(more)

The Staff Development Co-ordinator, Lorraine Megowan, reported that:

The Staff Development Calendar is now on the website.

Bradley Vaden will present a workshop regarding course syllabi, including SLOs, on 10/23/2006, in LRC 107, at 1:15 P.M.

Lourdes Brent presented the Academic Rank Committee minutes of September 28, 2006, and reported that:

Lorraine Megowan, Linda Cole, and Karl Gary have been re-elected to serve two year terms beginning July 1, 2006.

Roxanne Dalrymple, Thomas Dawkins, and Rene Madyun have met the requirements for Associate Professor.

The verification of academic rank for the catalog and other college publications continues. Faculty members are urged to respond to inquiries regarding verification of academic rank, lest they appear in the 2007-2008 catalog with the title of "Instructor."

The next meeting of the Academic Rank committee will be 11/8/2006.

Linda Delzeit distributed two documents for Senate representatives to review with their respective departments:

Distance Education Course Approval, and

Distance Education Instructor Approval

and reported on behalf of the Curriculum Committee that:

108 courses have been approved for Distance Education. 52 Files are available on the website for podcasting. Please contact Linda Delzeit for podcast classes. Directions may be only sent electronically. Classroom may be equipped for podcasting for approximately \$300 each.

Mary Brand-Njoku spoke favourably of allowing students who had missed her class to view course materials via podcast.

(more)

Vocational Education:

Walter Taylor announced the California Council of Electronics Instructors meeting at Trade-Tech on 10/20 and 10/21/2006 between 8:00 A.M. and 5:00 P.M. Registration fees are \$100; forms are available from Walter Taylor.

The Vocational Education Town Hall Meeting will be 10/23/2006 at 1:30 P.M. in LRC - 107.

By consent of the membership the agenda was moved to Program Review.

Leticia Barajas demonstrated a web based model developed at LA Southwest College in 2005. She made it clear that no program would receive outside grant money without undergoing program review.

Two handouts were distributed:

Program Review Overview, and

Facilities Module

Miss Barajas then gave a Power-Point presentation.

Questions were raised afterwards regarding the relevance and utility of program review.

The Academic Senate expressed their thanks to Miss Barajas.

The following motion was Moved, Seconded, and passed Unanimously:

***“The Academic Senate of Los Angeles Trade-Technical College recommends that the LATTC administration completes program review of the LATTC administration, under the same timeline as the academic programmes, in order to justify current and future administrative hiring and expenditures” (Elarton/Essex).***

Faculty Hiring:

Changes to the faculty hiring procedures document will be sent electronically to all Senate representatives.

The Academic Senate expresses condolences to Mrs. Pauline Carillo on the death of her mother and mother-in-law

Late start classes are now known collectively as “Year-Round College” classes.

***M/S/P extend the meeting for ten minutes.***

(more)

The Curriculum Committee is directed to seat the new members elected by each department at the September convocation meetings.

President Johnson displayed the master list of faculty committee assignments on the video screen. New committee assignments, excepting Curriculum Committee and College Council, were then made with the advice and consent of the attendees.

College council assignments were deferred to the Executive Committee.

*M/S/U to approve the October 2006 faculty committee assignments.*

The meeting was adjourned at 3:41 P.M.