

Los Angeles Trade Technical College
Academic Senate Minutes for March 13, 2007

Present: Jamil Ahmad, Lourdes Brent, John Buonauro, Linda Delzeit, Jesus Guerra, Robert Essex, Pat Hollingsworth, Chini Johnson, Hyein Kim, Liu Hsaio-Ling, Marilyn Maine, Lorraine Megowan, Larry Pogoler, Sheila Tishler, Xenia Wright, Rudy Serrato, George Spear.

Guests: Camille Leon, Internship; Edwin Simpson, ASO.

The meeting was convened as a committee of the whole at 1:36 P.M. A quorum was not present.

PRESIDENT'S REPORT:

Chini Johnson introduced Camille Leon, district liaison with Prop. A/AA internship programs, who announced the successful placement of 270 LACCD students into various internships. Fifty interns are Trade-Tech students.

The Vocational Leadership Institute was held in Palm Springs 3/8 – 3/10/2007. Rudy Serrato and George Spear reported on the conference, mentioning that many Voc. Ed. departments throughout the state had common problems, for which there were common solutions.

Project Status Report for the Prop. A and AA construction (Chini):

The 800 space parking structure is on schedule.
The Child Development Centre is behind schedule.

The ASCCC Spring Plenary Session will be held 4/20 – 4/22/2007 in San Francisco.

The Curriculum Institute will be held 7/12 – 7/14/2007 in San Diego.

The District Academic Senate will meet 5/10/2007 at LACC.

The ASCCC Disciplines List has been re-opened for changes until 4/27/2007.

The Curriculum Committee needs to present all actions regarding courses of instruction at LATTC to the Academic Senate for final approval.

Five new certificate programs are available at Trade-Tech to take advantage of SB361 funding.

Faculty members will be a part of a panel convened to evaluate the college president and all vice-presidents.

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PRESIDENT'S REPORT, continued:

Five million dollars are available to finance the following ten "Initiatives:" Environmental Technology, Regional Health, Advanced Transportation, Workplace Learning Centres, Multimedia, Small Business, International Trade, Bio-Technology, Applied Technology, and Workforce Development.

Program Review and the development of SLOs are not on schedule. The Accreditation Self-Study is due February 2008. Deirdre Wood and Marcy Drummond are the accreditation co-chairpersons.

The Academic and Professional part of faculty evaluations is the purview of the Senate.

Discussion followed whether or not a portfolio of completed work should be part of faculty hiring and/or faculty evaluation. Vocational faculty members expressed an interest in seeing the words: "skills demonstration" added to faculty hiring documents.

Department chairpersons are hereby called upon to supply names of discipline representatives for district discipline committees. Among other duties these committees will determine district-wide standards for equivalence within their respective disciplines.

The Hiring document has been forwarded to all department chairs to request new positions.

All departments now have liaison counselors.

Sunday 4/22 there will be wine tasting at the Vintner's Festival.

The FACCC Leadership Institute will be held at San Jose 6/14 – 6/16/2007.

ACADEMIC RANK REPORT:

The Academic Rank Committee would further remind the faculty that: when specifying nametags, business cards, stationery, et c., and when writing as a member of this college, faculty members are requested and required to use only the title of rank which has been granted by the LATTC Academic Rank Committee.

Professors, Associate Professors, and Assistant Professors are again requested to confirm their academic rank; if you have received a letter from the AR committee please forward a copy of your certificate to Lourdes Brent so that it may be archived properly. Faculty members who have not verified their academic rank will be listed as "Instructors" in the 2007 – 2008 College Catalog.

The Academic Rank website may be found under the Academic Senate website.

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DISTANCE EDUCATION REPORT:

The DDL/Ed Policies committee has adopted the following resolution, and noticed it as a motion for the April 2007 Senate meeting:

A full-time faculty member shall teach at least 40% of their regular assignment on campus. All of an adjunct assignment can be taught online. Any deviation from the 40% on campus assignment needs to be approved by the department chair, the dean, and the Vice-President of Academic Affairs.

The percentage load taught online should be consistent with the department and program goals and needs as stated in the program review and other planning documents. Regardless of the amount of teaching load done online, the instructor remains responsible for participating in committee work, department meetings, curriculum and student learning outcome development and evaluation, and office hours, according to the AFT contract.

Twenty-five Podcast “boxes” are available; eight have already been installed: Science Dep’t. 4, Electronics Dep’t. 1, Registered Nursing 1, ASO 1. The ultimate goal is fifty.

The next DDL committee meeting is Wed. 3/21/2007.

STUDENT SUCCESS:

The issue of whether common textbooks should be used throughout a discipline was discussed.

The meeting was adjourned .