

**EAST LOS ANGELES COLLEGE
SHARED GOVERNANCE COUNCIL (ESGC)
MINUTES**

Monday, April 23, 2007
E7-Vocational Education Conference Room 315
1:30 – 3:00 p.m.

PRESENT	Brenda Baity Wendy Bass Matt Corwin Karen Daar Erlinda de Ocampo Jeff Hernandez Robert Isomoto Veronica Jaramillo John Long	Kaneesha Miller Richard Moyer Armida Ornelas Leonor Perez Lawrence Powell David Senensieb Michael Simone Ted Strinz Isabel Yeung
ABSENT	David Beaulieu Selina Chi Evelyn Escatiola Tom Furukawa Rich Guy Daniel Judge	Renee Martinez Jason Padilla Fermin Saldana Danny Telles Oscar Valeriano
GUEST	Antoine Atallah Sonia Lopez	Gonzalo Mendoza Lisa Stallworth

1. CALL THE MEETING TO ORDER

- **Co-Chairperson, David Senensieb**, called the meeting to order at 1:40 p.m.

2. APPROVAL OF MINUTES

- **M/S/P (Corwin/Strinz)** to approve the minutes of April 9, 2007, as corrected.

3. PRESIDENT'S REPORT (Robert Isomoto)

- **Virginia Tech:** The tragedy that took place at Virginia Tech has awakened the notion of security at college campuses. Here at East we are looking at our own plan for an active shooter. The College will also hold another demonstration of the Emergency Operation Center in June 2007. D. Senensieb inquired about what the college has learned in regards to the various emergencies that have taken place on the campus before. R. Isomoto responded that each emergency is unique and unpredictable but

one thing that has been learned is that communication with all parties involved is crucial. J. Hernandez added that faculty should be informed as to what their role is in case of an emergency on campus.

- **Associate Dean of Research:** Dr. Desiree Despues has been hired as the new Associate Dean of Research. She will begin full-time in June 2007.
- **Master Plan:** There will be a pre-planning meeting on Friday, April 27, 2007. The meeting that will include Jacobs will be a pre-planning meeting to discuss how to deal with the Master Plan.

4. **WORK ENVIRONMENT COMMITTEE REPORT (Wendy Bass)**

- **Trams/Carts:** Concern was raised at the WEC meeting about the trams/carts not being driven safely on campus.
- **Swing Space/Meeting Locations:** With E-1 and G-1 Building going under construction soon, the college will lose two conference rooms. WEC would like to know if there would be other rooms available to use as meeting rooms. The Technology President's Conference Room and the Library Conference Room are rarely used and could both be utilized if needed. D. Senensieb suggested that the campus have one office where all available conference rooms could be requested.

5. **FACILITIES REPORT (Antoine Atallah)**

- A. Atallah distributed and gave a brief overview of the ELAC Bond Project Highlights (Week Ending 04/20/07).
 - D. Senensieb inquired as to when there will be ground breaking for an Academic Building. A. Atallah replied that ground breaking for the Performing & Fine Arts is projected to take place in November of 2007. As for the Math/Science Complex, it is too early to give a date on that project. D. Senensieb also asked if there is still funding from Prop A and AA to fully fund both of those projects. A. Atallah replied that there is not enough to fully fund the Math/Science Complex. D. Senensieb suggested that a meeting to discuss why there is no longer enough funding for these projects take place. He suggestion the discussion take place at ESGC sometime within the next two meetings. R. Isomoto stated that a Master Plan was laid out and the college has followed it but there were delays with DSA and there was also the cost of construction that has hindered the projects.

6. **DBC REPORT (Erlinda de Ocampo)**

- **Projected Balance:** The Projected Balance as of Quarter Ending March 31, 2007 shows that the Budget for all 9 colleges in the district has been upgraded as a result of SB 361. Harbor, Mission, Southwest, and Trade-Tech will end up in the negative. The \$10 million that East has set aside has earned 5.1% interest.

- **Payroll Run:** The payroll run will remain the same. Those being paid once a month will continue to be paid once a month. Those being paid on the 15th and last day of the month will continue to be paid on those dates.

7. **BUDGET UPDATE (Erlinda de Ocampo)**

- **Budget:** At the next Budget Subcommittee meeting, the committee will be reviewing the budget over the last several years and the proposed allocation for the next fiscal year will be reviewed. The committee is interested in seeing the progress the college has made over the past few years. E. de Ocampo will also supply budget subcommittee members with a detailed outline of the Program 10100 Budget.

8. **ACCREDITATION REPORT: (Brenda Baity)**

- **Steering Committee Meeting:** The steering committee had its first meeting on April 9, 2007. The committee reviewed a notebook of resource materials that will be of use to the committees as they work on their particular standards. The committee also set the two-year timeline for completion of the self-study for March 2009. The committee also looked at past recommendations from the previous self-study and zeroed in on the following: Evaluations, SLO Progress, connecting all of the college's planning processes to the college's decision making, and Student Services Program.
- **Kick-off Meeting:** The kick-off meeting for all the entire 4 standards committee with all members present is scheduled for June 5, 2007.

9. **STRATEGIC PLANNING REPORT (Leonor Perez)**

- A. **Program Reviews** L. Perez distributed proposed *Recommendations and Commendations* for Automotive Technology and Speech & Theatre Arts for review and approval by ESGC at the next meeting on May 14, 2007.

- **Program Review- Financial Aid:** L. Perez requested a motion to approve proposed *Recommendations and Commendations* for Financial Aid. The committee reviewed the proposed *Recommendations and Commendations* for Financial Aid and after a brief discussion; a motion to approve was sought.

M/S/P (Miller/Corwin) to approve the proposed *Recommendations and Commendations* for Financial Aid.

- **District Wide Student Survey:** The district-wide student survey that was distributed over the last several weeks at the time it was to be submitted to the District on Friday, April 20, 2007 had over 90% response from the faculty but the actual response from the students was 67.7%. The District has given two more weeks to turn in the survey and there are still twelve classes that have not turned in the survey. The data compiled will be used for strategic purposes.

B. Educational Planning Subcommittee Report

- **Ed. Plans:** The EPSC made the decision to have two working plans, External Plan and Internal Plan. The External Plan will be more abbreviated in comparison to the Internal Plan. It will list goals and actions steps that the college plans on taking. The Internal Plan will subdivide those steps.
- **SLO Development:** SLO development on campus will go into full force very soon. Approval to advertise for 3 faculty facilitators to work with SLO Coordinator, Anthony Samad, has been given.
- **Distance Education Committee:** The distance education committee at the request of the curriculum committee has put together a distance education addendum that will be filled out by faculty members who are interested in offering a course on-line.

C. Technology Planning Subcommittee Report

- No Report.

10. ITEMS FROM THE FLOOR

- **ASU Fundraising:** M. Corwin distributed a motion in writing regarding ASU fundraising to be reviewed and set forth in the agenda for the next meeting on May 14, 2007.
- **Summer Schedule:** Discussion to take place at the next meeting of May 14, 2007.
- **Certificated Co-Chair Elections:** Election to take place at next meeting on May 14, 2007. Nominations are to be given to Co-Chairs David Senensieb/Rich Guy or Cathy Medina (president's office).
- **CALPIRG:** (M. Corwin) ASU is working on establishing CALPIRG chapters, a student political group, on all nine campuses. The item is set to go to the Board of Trustees; the Board must approve it before chapters can be established on the campuses.

11. ADJOURNMENT

M/S/P (Moyer/Strinz) to adjourn the meeting at 2:45 p.m.

Respectfully submitted,
Catalina "Cathy" Medina
President's Office