

EAST LOS ANGELES COLLEGE
SHARED GOVERNANCE COUNCIL (ESGC)
MINUTES

Monday, September 10, 2007
 E7-Vocational Education Conference Room 315
 1:30 – 3:00 p.m.

PRESENT	Brenda Baity Rose Bustos Selina Chi Karen Daar Erlinda de Ocampo Evelyn Escatiola Tom Furukawa Rich Guy Jeff Hernandez Alex Immerblum Robert Isomoto Veronica Jaramillo John Long	Renee Martinez Kaneesha Miller Richard Moyer Monica Olguin Armida Ornelas Leonor Perez Lawrence Powell David Senensieb Michael Simone Ted Strinz Danny Telles Oscar Valeriano
ABSENT	Wendy Bass Raymond Diaz	Daniel Judge Isabel Yeung
GUEST	Antoine Atallah Sonia Lopez	Gonzalo Mendoza

- I. **CALL TO ORDER:** Co-Chairperson, Rich Guy, called the meeting to order at 1:40 p.m.
- II. **APPROVAL OF MINUTES:**
 - A. **M/S/P (Escatiola/Long)** to approve the minutes of August 13, 2007 as corrected.
- III. **PRESIDENT’S REPORT:** (Robert G. Isomoto)
 - A. **Enrollment:** (Kaneesha Miller) Headcount is up 6%, East is at 106% as of September 9, 2007. Continuing students are up 2%. Returning students are up 6%. New students are up 18%. Male student population is up 10%. WSCH is at 102%.
 - B. **Opening Day:** President Isomoto commended Evelyn Escatiola and the staff development committee for a very successful opening day.
 - C. **Chancellor Visit:** Chancellor Mark Drummond is scheduled to visit East on October 9, 2007. The agenda for the visit will be worked on in the upcoming weeks.

- IV. WORK ENVIRONMENT COMMITTEE REPORT:** (Veronica Jaramillo)
- A. Parking Structure Lot 3:** Concern regarding the make shift lines disappearing with the rain was discussed. It was noted that parking in that lot will not be available much longer.
 - B. English Department Move:** The English Department expressed many concerns regarding the move from the A bungalows to F9. R. Moyer pointed out the English Department was involved decision making of the move.
- V. FACILITIES REPORT:** (Antoine Atallah) A. Atallah distributed and gave a brief overview of the *ELAC Bond Project Highlights* (Week Ending 09/07/07).
- A. NE Parking Resurfacing:** The project is complete and in use since 9/04/07.
 - B. Physical Plant:** Project is near completion.
 - C. Performing & Fine Arts:** DSA approved the entire project on August 10, 2007.
 - D. Parking Structure Lot 3:** Bid date for Parking Structure No. 3 has been changed to September 18th, to enable additional contractors to submit bids.
 - E. Weingart Stadium Scoreboard Project:** Complete.
 - F. Student Services E1:** Move date set for October/November
- VI. DBC REPORT:** (Erlinda de Ocampo) Preliminary reports show that 4 of the 9 colleges have a positive balance; *City, East, Pierce and West L.A.*
- VII. BUDGET UPDATE:** No Report.
- VIII. ACCREDITATION REPORT:** (Brenda Baity)
- A. Handouts:** B. Baity distributed handouts on the LACCD Mission Statement, the ELAC Mission Statement and Standard 1—Institutional Mission and Effectiveness.
 - B. Report to ESGC:** Self study activities from June 18, 2007 to September 10, 2007.
 - (1) The standard team co-chairs and the team members have agreed on their research assignments and data collection is underway. On Tuesday, September 11, the teams are scheduled to submit their calendar of meetings for the semester.
 - (2) Information for updating the accreditation Web site has been submitted to IT, but the updates are not yet in place. The link to the page is found under the Faculty and Staff link (<http://elac.edu/departments/accreditation/index.html>).
 - (3) The self study portal using Microsoft SharePoint is up and running. It can be accessed at <http://plan.elac.edu/committees/selfstudy/default.aspx>. The portal is the means by which the standard teams will communicate and post their drafts for review and editing.
 - (4) On August 27, R. Moyer and B. Baity attended a Cityside meeting (East, Trade Tech, and City) chaired by Vice Chancellor Gary Colombo at the District office where we reported on our activities thus far and submitted our committee lists and calendars of work completion. On October 3, the Cityside colleges are tentatively scheduled to meet with the District Planning and Student Success Committee, chaired by Trustee Silvia Scott-Hayes to report our progress. The

next meeting with Vice Chancellor Colombo is scheduled for October 17 at Trade Tech.

- (5) The first accreditation newsletter has been published and was distributed to faculty on Opening Day, August 29. Academic Affairs has assumed the responsibility of distributing it to adjunct faculty, classified staff, and administrators, and student leaders.
- (6) B. Baity made a presentation to the faculty on Opening Day on the connection between SLOs and accreditation.

- C. Action Item:** Along with revision of our various plans, *Strategic Plan, Educational Plan, and Facilities Plan*, we need to update the college *Mission Statement*. ESGC needs to determine the approach to the revision so that the updated version along with the *College Educational Plan* (and other plans) can be submitted (tentatively in December) to the Board for approval.

M/S/P (Moyer/Escatiola) to approve an Ad Hoc committee to update the Mission Statement. (Co-Chairs, Karen Daar and Kaneesha Miller)

- IX. STRATEGIC PLANNING REPORT:** (Leonor Perez) East was asked to hold off with its Educational Master Plan until the District had presented theirs now the District is proposing establishing guidelines. One concern is that establishing such guidelines at this time will possibly interfere with East's timeline to finish its Master Plan.

- A. EPSC REPORT:** No Report.

- B. TPSC REPORT:** (Gonzalo Mendoza)

- (1) There is still no current Faculty Co-Chair, TPSC is looking to fill the position with an interim candidate until membership and bylaws can be established.
- (2) Next TPSC meeting is scheduled for September 27, 2007.
- (3) The Administrative Portal is up and running on the ELAC website.
- (4) TPSC Master Plan; a draft will be submitted to L. Perez mid November.

- X. ITEMS FROM THE FLOOR:**

- A. Textbook Loan Program:** The Textbook Loan Program was very successful. ASU is selling ASU Discount Cards in order to expand the program.
- B. CF&ES Grant:** The CF&ES department has received a 1.2 million dollar grant. It will be used to establish a career ladder program with high schools.
- C. ASU Student Report:** R. Isomoto recommend a ASU Student Report be added to the ESGC Agenda on a permanent basis. **M/S/P (Martinez/Hernandez)** to add a ASU Student Report to the ESGC Agenda.

- XI. ADJOURNMENT:** The meeting was adjourned at 3:10 p.m.

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