

**LOS ANGELES TRADE-TECHNICAL COLLEGE  
PARTICIPATORY GOVERNANCE COMMITTEE  
SELF-EVALUATION FORM**

Academic Senate Committee: Academic Rank Committee

Evaluation for Academic Year: 2015-2016

1. Please list all dates of meetings that were held by the committee and attach the approved minutes of these meetings. (Attached where appropriate)  
  
September 15, 2015; October 27, 2015; November 10, 2015; February 23, 2016; March 8, 2016; May 10, 2016 (May minutes draft only)
2. What are the main accomplishments/tasks that the committee achieved this academic year?
  - Agendas physically and electronically posted
  - Minutes electronically posted and physically distributed to Academic Senate Council
  - Committee website updated and current
  - Reviewed applications for academic rank and notified faculty of Committee's decisions
  - Faculty who applied for academic rank received letters and electronic copies of correspondence
  - Distributed forms electronically throughout academic year
  - Extraordinary outreach efforts, especially to the adjunct faculty
  - Distributed certificates of academic rank at Faculty Convocation, August, 2015
  - Revised forms available for Convocation, August 2015
3. What tasks was the committee unable to complete or are still in progress?
  - Review of college catalog for accuracy regarding titles of academic rank – ongoing
  - Unable to present information and distribute applications for academic rank at the New Faculty Academy as this Committee was not invited
  - April 2016 Committee meeting cancelled
4. Please list the committee's prioritized goals for the next academic year.
  - Distribute certificates of academic rank at Faculty Convocation, August 2016
  - Post and distribute agendas and minutes
  - Make quorum at every meeting
  - Return to consistent meeting schedule – 3<sup>rd</sup> Tuesday of the month – Fall/Spring
  - Maintain website
  - Distribution of forms throughout the year
  - Update Faculty information in catalog
5. Does the committee have any suggestions to improve our Participatory Governance process or make it more efficient?

Chair Signature: Lourdes M. Brent  
Chair Name: LOURDES M. BRENT  
Date: MAY 17, 2016