

Minutes of the Faculty Meeting
Business Division of West Los Angeles College
of October 26, 2017

Call to Order and Administration. Per notice given the faculty meeting of the Career Studies Division of West Los Angeles College was called to order on October 26, 2017 at 1:10 p.m. by Chair Jerry Ludwig in Room CE-204 at the college. With no dissensions the agenda was accepted as presented.

Present. Chair Ludwig welcomed all those present: Charles Daniel, Gustavo Demoner, Cyrus Helf, Jerry Ludwig, Todd Matosic, and Lorenzo Ybarra. Chair Jerry welcomed everyone to the first division meeting of the new fall 2017 semester.

Advisory Board. Todd reported that an Advisory Board meeting is planned for December 2017. Further detail will be available as the planning progresses.

SLO Committee. Lorenzo reported that TracDat is now in operation for this academic year. All business classes will be subject to SLO reports for this fall 2017 semester. During spring 2018 no SLO reporting will be required except for the courses held in spring and not offered in fall 2017.

Budget Committee. Charles reported on the activities of the Budget Committee. Significant items reported were that the district recently lost about \$5 million from students who did not pay their enrollment fees. Other issues reported are included in the written report attached.

Perkins Committee. No report. Gus Demoner has said that he cannot attend the Perkins Committee and that someone else needs to be the representative.

Senate Committee. Lorenzo reported that the Senate continues to meet semi-monthly. Current issues are declining enrollment, the postponement of the policy that student enrollment fees need to be paid before starting a class, the new business-computer science building has had a time line setback due to a newly discovered sewer pipe beneath the anticipated location, Tim Welch is offering a "Safe Space" training program this Friday, and that the Senate is requesting input from the divisions regarding desired changes to the divisional structure.

Business-Accounting Club. Lorenzo Ybarra reported that insufficient student interest exists in having an accounting club, so the idea is on hold

Division Elections for an Adjunct Representative. Chair Jerry stated that division elections for an adjunct representative should occur this spring.

Facilities Committee. Todd reported on the Facilities Committee stating the new Business-Computer Science building has incurred a delay due to a sewer pipe obstacle.

New Faculty. Chair Jerry announced that the division will be developing the requisites and announcements for one faculty position. This division is in the number one place in the college for a new hire.

Canvas and Open Educational Resources. Guest Cyrus Helf, of the Distance Learning Program Office, spoke on the transition to Canvas from Etudes, and the existence of free textbooks in the Open Educational Resources (OER) program. Due to Etudes cessation, all online classes are expected to switch from Etudes to Canvas after this fall semester—therefore beginning with January or winter 2018, all online classes will be in the Canvas system.

Adjournment. The meeting was adjourned at 2:29 p.m.

Respectfully,

Lorenzo Ybarra

Lorenzo Ybarra, MBA, CPA
Assistant Professor

Scriba momentarius