

Minutes of the Faculty Meeting
Business Division of West Los Angeles College
of March 21, 2018

Call to Order and Agenda. Per notice given the faculty meeting of the Business Division of West Los Angeles was called to order on Wednesday, March 21, 2018 at 1:06 p.m. by Chair Jerry Ludwig in Room CE-206 at the college. With no dissensions the agenda was accepted as presented.

Present. Chair Ludwig welcomed all those present: Charles Daniel, Gustavo Demoner, Jerry Ludwig, Todd Matosic, and Lorenzo Ybarra.

Minutes of November 22, 2017. The minutes of the prior division's meeting of November 22, 2017 were read and approved as presented.

Work Environment Committee. Gustavo Demoner presented his report on the recent Work Environment Committee meeting. The main issue was the inability to lock the classroom doors in the General Classrooms Building from the inside against outside entry in the case of an active shooter emergency.

Facilities Committee. Todd reported on the Facilities Committee stating the new Business-Computer Science building has continued to incur a delay due to a sewer pipe obstacle. However, Todd reported that groundbreaking is expected within a couple of months.

Senate Committee. Lorenzo reported that the Senate continues to meet semi-monthly. Current issues are declining enrollment, the SIS (PeopleSoft) enrollment system, and a conclusion of the discussion regarding any potential realignment of divisions. The senate has been discussing divisional realignments in response for President Limbaugh's request for input. The principal realignment issues have been divisional placement of dance, a health class and the creation of a non-credit division. Our Business Division indicated that no divisional change was sought.

Also, Lorenzo brought forth that at the April 10, 2018 senate meeting our division is scheduled to present its state of the division report. Todd Matosic volunteered to prepare the presentation.

Certificate of Achievement. Charles Daniel reported that he had worked with Laura Peterson on a joint inter-divisional certificate of achievement. Charles further reported that we are now waiting for response from Laura.

SLO Committee. Lorenzo reported that TracDat is now in operation for this semester, but with some glitches. Lorenzo reported that all of the business classes of the fall 2017 semester were subject to SLO reports, and that for the spring 2018 semester only the business classes not taught in the prior fall 2017 semester would be subject to SLO reporting. Further Lorenzo announced that we have

more resources to handle our wide-spread faculty for SLO reporting—Professors Victor Pulido and Leslie Tejada have been assigned to assist us as facilitators—they need to only be called for assistance.

Curriculum Committee. Todd Matosic mentioned that the Curriculum Committee continues to meet and that a report should be available soon for presentation to the senate.

Business Club and Visitations. Gus Demoner had been excused and a report will be made later.

New Hire Disciplines. Chair Jerry reported on the progress of the anticipated new hire by September 2018. Chair Jerry stated the minimum qualification would be an MBA with expertise in hospitality or real estate. Further, Chair Jerry stated that applications for the new position would probably close in late April.

Perkins. Todd reported that the Perkins program continues to be administered by Carmen xxxxx and that requests should be passed through Jerry and then Carmen Dones.

Enrollment Management Committee. Lorenzo reported that the Enrollment Management Committee continues to meet monthly. The committee at its last meeting, the committee took the position that it would continue to study enrollment data and offer conceptual strategy as opposed to operational strategy. The operational strategy would remain relegated to the Enrollment Strike Force. Lorenzo further reported that the Enrollment Management Committee would hold an Enrollment Management Summit on Friday, April 13. The Summit would be open to the entire WLAC community.

Advisory Board. Todd reported that an Advisory Board meeting would be held later this semester.

Adjournment. The meeting was adjourned at 1:46 p.m.

Respectfully,

Lorenzo Ybarra

Lorenzo Ybarra, MBA, CPA
Assistant Professor

Scriba momentarius