

Minutes of the Faculty Meeting
Career Studies Division of West Los Angeles College
November 18, 2015

Call to Order. Per notice given the faculty meeting of the Career Studies Division of West Los Angeles College was called to order at 1:00 p.m. by Chair Jerry Ludwig in Room CE-206 at the college. The agenda was accepted as presented.

Present. Chair Ludwig welcomed all those present: Jason Coleman, Charles V. Daniel, Gustavo Demoner, Nikki Jacobson, Todd Matosic, Jennifer McIntosh, Buck Stapleton, Stephan T. Scott, Bill Vega, Corey F. Williams, Lorenzo Ybarra, and Francine D. Zexter.

General Announcement. The chair made the following announcements: The college is striving to be a middle college in the LACCD. The college is entertaining offering non-credit classes for faculty compensation. "Non-credit" classes were contrasted to "not-for-credit" classes.

Paralegal Committee Report. The committee was reported on by Nikki Jacobson.

Academic Senate Report. F. Debbie Zexter reported on the Academic Senate. The business segment of the division made a presentation on cultural competency and diversity to the Academic Senate. The division had full participation from its business segment.

VETA Report. Gus Demoner reported on attending the VETA meeting. There were issues regarding grants and conferences which would be continued to subsequent meetings.

Budget Committee. Charles Daniel reported on the Budget Committee. He reported that the division would address the issue of the legal research service subscription in the upcoming divisional program review. C. Daniel further reported that the custodial staff had been reduced and that the upcoming budget would add 14 new persons, including classified staff.

Advisory Board. Todd Matosic discussed the current work on the nascent Business Division Advisory Board. T. Matosic reported that a handbook with bylaws had been prepared, he desired student participation, and that the first meeting would occur on December 3, from 5:00 p.m. until 7:00 p.m. in the Winlock Room of the library building.

Curriculum Committee. Jason Coleman and Lorenzo Ybarra reported on their attendance at the Curriculum Committee. J. Coleman reported that new course updates for the current academic year would be due November 23 and subject to review by their chairs, SLO coordinator and the Technical Review Committee. Further it was reported that the Fall 2016 semester is in its planning stages.

SLO Committee and Facilitators. Lorenzo Ybarra reported that the SLO Committed was working on identifying the past-due reports from instructors and would be offering facilitator-assisted workshops to assist faculty members. The next workshop will be Friday, November 20. A new list of SLOs would be released between December 3 and 5.

Program Review. Chair Ludwig reported that the Business Division will request one new full-time faculty member and one administrative staff person.

Tenure Review. Chair Jerry reported that the Tenure Review Committee met with the new faculty members on November 16.

Online Cheating. Charles Daniel reported that he believes that cheating is occurring in the online accounting classes. He suggested that the online classes become modified hybrid classes to reduce possible cheating.

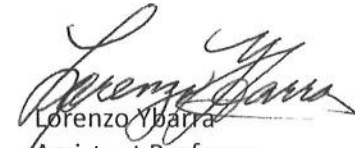
Other Announcements. Charles Daniel reported that he would hold a seminar on credit on November 21, 2015. F. Debbie Zexter reported that she would be the Paralegal Club advisor and that its next meeting would be on December 2, 2015. Jason Coleman announced that the Hospitality Division has its own advisory board which includes the travel discipline. Corey Williams announced that the Administration of Justice (AJ) Division has its own advisory board, totaling 36 members.

Name Change Motion. Nikki Jacobson returned to the table the previous motion to change the name of the Career Studies Division to the Business and Paralegal Studies Division. The motion was amended to request the separation of the Paralegal Studies and Administration of Justice from Career Studies into the Legal Studies Division and the remaining disciplines of Career Studies into the Business Division. Amendments moved by N. Jacobson, seconded by Todd Matosic and passed by a majority with one abstention.

Miscellaneous Announcements. Miscellaneous announcements were made regarding events on campus not requiring action by this meeting.

Adjournment. The meeting was adjourned at 2:40 p.m.

Respectfully,


Lorenzo Ybarra
Assistant Professor
Accounting-Business

Attendees

- 11/18/2015

Heard Judy

Gustavo Demoner

Todd Matosic

Nikki Jacobson

Bill Vega

Jason Coleman

Stephen T. Scott

LORENZO YBARRA

Francine D. Zexter

Jennifer McIntosh

Cory F Williams

Buck Stapleton

Charles V. Daniel