

Minutes of the Faculty Meeting
Career Studies Division of West Los Angeles College
of May 18, 2016

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 April 20, 2016 at 1:07 p.m. by Chair Jerry Ludwig in Room CE-204 at the college. The agenda was accepted as presented. The minutes of the prior meeting, April 20, 2016 were accepted as presented.

Present. Chair Ludwig welcomed all those present: Charles Daniel, Gustavo Demoner, Jerry Ludwig, Todd Matosic, Jennifer McIntosh, Susan Trujillo, Bill Vega, Corey Williams, George Yan, and Lorenzo Ybarra.

Paralegal Committee Report. Chair Jerry announced that Pat Morris is currently on sick leave recovering at home--otherwise, there was no report.

Academic Senate Report. No report.

VTEA Report. Gus Demoner reported that he was still waiting to receive an update on the Perkins fund request—otherwise, no report.

Budget Committee. Charles Daniel reported that the Budget Committee still expects the current fiscal year to end “in the green.”

Advisory Board and Dublin Study-abroad Program. Todd Matosic reported that he expects the next Advisory Board meeting to be in October or November. He said that he would appreciate information noteworthy for the board members be presented to him by May 27, 2016.

SLOs. Lorenzo Ybarra reported that there still continued to be unfulfilled SLO reports due primarily to adjunct faculty members who were currently not assigned classes. Further, he reported that a new SLO tracking program TracData should be operational by fall 2016 and that the SLO phase reporting has been changed from four phases to two. Also Lorenzo announced that this Friday, May 20, there would be an SLO symposium on the new TracData program.

Curriculum Committee. No report.

Business-Accounting Club. Lorenzo Ybarra reported that he continues to work on establish a business-accounting club to start in the fall semester. He said that he envisions the Business-Accounting Club to be more of a student involvement forum with area business and accounting persons making presentations rather than a social club.

Etudes and Canvas Online Programs. Charles Daniel reported that while Etudes would continue for many of the college’s classes, the business and administration-of-justice classes would endeavor to be early in the conversion to Canvas.

Outreach and Other Programs. Charles Daniel reported that he had participated with another college outreach program at Hamilton High School. He also mentioned that on Saturday, May 21 he would be hosting a complimentary seminar on taking care of one’s money.

One Book Initiative. Guest speaker Susan Trujillo explained the One Book discussion project.

Sundry Division Matters. Chair Jerry asked for all faculty members to carefully review the drafts of the spring 2017 schedule. Chair Jerry also said that the election for an adjunct representative may be on hold pending the result of the request for a separation of this division.

Adjournment. The meeting was adjourned at 2:04 p.m. Chair Ludwig announced that the next meeting would be in September 2016—the actual date, time and place still to be announced.

Respectfully,

Lorenzo Ybarra

Lorenzo Ybarra, MBA, CPA
Assistant Professor

Scriba momentarius

