

College Council Chair

Fran Leonard (15)*

Academic Senate

Adrienne Foster (14)*

Judy Chow (14)

Laura Peterson (14)

Helen Young (14)

Kevin Considine
(alternate)

Administration

Phyllis Braxton

Bob Sprague *

Ken Takeda

AFT Classified

Joann Haywood (14)*

Sheila Jeter-Williams (14)

AFT Faculty

Richard Olivas (14)

Olga Shewfelt (14)

Vidya Swaminathan (14)

ASO

Stephen McCracken 15)

SEIU 721 Steward

Vacant

Teamsters

Rebecca Tillberg

*CC Exec Member

Ex Officio

President

Nabil Abu-Ghazaleh

Standing Committee

Chairs

Accreditation

Alice Taylor

Bob Sprague, ALO

Budget

Ken Takeda

Olga Shewfelt

SEAC

Phyllis Braxton

Marcela Hernandez

Facilities

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Kevin Considine

Planning

Rebecca Tillberg

Carmen Dones

Resource Development

Bob Sprague

Kathy Boutry

Technology

Vidya Swaminathan

Bob Sprague

APPROVED MINUTES

Meeting of September 4, 2014

1:00 pm-3:00 pm

SSB-414

Attending:

Title/Role	Name
Academic Senate	Adrienne Foster
Academic Senate	Helen Young
AFT Faculty	Olga Shewfelt
AFT Faculty	Richard Olivas
VP, Academic Affairs	Bob Sprague
VP, Administrative Services	Ken Takeda
VP, Student Services (Interim)	Phyllis Braxton
Dean, Research and Planning, Administrative Co-Chair	Rebecca Tillberg
Teamsters Representative	Rebecca Tillberg
ASO Representative	Larry Young for Stephen McCracken
Ex Officio	
President	Nabil Abu-Ghazaleh
Chair, College Council	Fran Leonard
Guests	
Alice Taylor, co-chair, Accreditation Steering	
Holly Bailey-Hofmann, Ed Master Plan WkGrp	
Nick Dang, Info Tech	
Carmen Dones	
Eric Ichon	
Walter Jones, Academic Affairs	
Kathy Walton, Academic Affairs	
Jane Witucki	

- The meeting was called to order at 1:10 p.m. and the agenda was confirmed.
- The draft minutes of the meeting of June 5, 2014 were approved with the following corrections –Item IV.A. The Enrollment Management Committee recommends changes to the Committee’s name to the Student Equity, Access and Completion Committee (SEAC). Item V. B., page 3, FY 2014-15 - strike out the word “case”.
- The draft minutes of the College Council Executive meeting of August 7, 2014, were approved with additions to Item III.A.- College Council Retreat.
- President’s Report - The President reported that he has heard conversations outside the college in regard to what’s going on at West in a very positive manner and that there is a cross cultural multi- lingual conversation.

College Council Committee Meetings 2014 – SSB 414

First Thursday of each month from 1-3 p.m.

3/6/14; 4/3/14; 5/1/14; 6/5/14; 9/4/14; 10/2/14; 11/6/14; 12/4/14



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College Council members introduced themselves to other members and guests.

L. Young, current ASO Chief Justice VP, was introduced by F. Leonard to College Council.

5. Recommendations

A. K. Takeda went over the Block Grant Proposed 2014-15 Spending Plan with Council members. The District split 50/50 between physical plant and instructional support - \$463,757 went into each of these. He explained the allocation between Instructional Equipment and library material. The District received \$3,246,452. West's share is 231,255 and needs to be divided between library materials and equipment. There was discussion of the program review allocation schedule to enable distribution of instructional equipment funds in FY 14-15. O. Shewfelt moved to approve the recommendations of the Budget Committee now. The motion was seconded. There was discussion of the prioritized list. As the money becomes available, we meet the needs. There was discussion on the recommendations.

The following changes were made to the Budget and Facilities recommendations:

1. Allocating the entire \$463,757 in 2014-2015 Instructional Support block grant to Instructional Equipment. None to fund library expenses that are eligible for payment with Proposition 20 Lottery Funds.
2. Allocating the entire \$463,757 in 2014-2015 Physical Plant block grant to scheduled maintenance projects.
3. Allocating the entire \$231,255 Proposition 20 Lottery Funds to the Library.

F. Leonard asked if there was consensus on these recommendations.

There was consensus from Council members on these recommendations and they will go forward to the President for his consideration.

6. Leadership Retreat – F. Leonard announced that the date for this will be Nov. 21, 2014. F. Leonard asked members to notify her if they would like to participate in this retreat. The retreat will be held on campus this year as our budget does not allow this to be held off campus.

7. Standing Committee Reports

A. Accreditation - A. Taylor announced the mid-term report and comprehensive self-evaluation report will be back-to-back. Accreditation Steering Committee is simultaneously reviewing the mid-term report and setting up the self-evaluation. They are setting up a detailed matrix that addresses the new standards.

VP Sprague added that the college needs to be aware with the mid-term report and self-evaluation reports being due at the same time is a very unusual circumstance. It is normally a two-year process that has been reduced to one year and a couple of months. The visit would be in March 2015 and both reports are due in March so the they need to be approved by the Board no later than February 2015. Faculty have to

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approve them by the end of the Fall 2014 semester. We should plan on a visit in March.

E. Resource Development Committee – no meetings were held in the summer.

F. SEAC – P. Braxton will meet with the research team to determine where the cut-offs will be done. She has a lot of additional information she wants to add. The new update will be presented January 1, 2015. This information may be able to presented at a regular College Council meeting in the first week of November.

G. Technology Committee – no meetings were held in the summer.

Update and Demonstration of Kentico – M. Long-Coffee presented a PowerPoint slide show of the new web site. This will launch at the end of September.

- More drop downs for navigating around the website
 - Nifty A-Z index
 - Fresh Graphics – you can change them if you don't like them
 - Useful templates – very uniform look at general information pages
 - Accreditation and Research and Planning will still be intact
 - Students will be able to get their major code which links to a program page to find out if a degree or certificate is issued.
 - Division Chairs will be able to change their pages later if they don't like them.
 - Phase 2 will come in November 2014
- There will be small group training sessions via Tech Fair (starts October 2014).

8. Educational Master Plan (EMP) Update – H. Bailey-Hofmann gave an update – they have pretty much completed the EMP update. They have a tentative date to present to the Board which will be December 17, 2014. They received great feedback from faculty on Faculty Professional Development Day of which 80 faculty attended the presentation. A College Council member moved to not approve the EMP today. This will be noticed at the next Senate meeting in September. F. Leonard urged Council members to acquaint their constituency members with reading the EMP draft as soon as possible.

The meeting adjourned at 3:10 p.m.

