

### College Council Chair

Fran Leonard (15)\*

### Academic Senate

Adrienne Foster, PhD (15)\*  
 Holly Bailey-Hofmann (15)  
 Laura Peterson (15)  
 Helen Young (15)  
 Kevin Considine (15)  
 (alternate)

### Administration

Phyllis Braxton  
 Bob Sprague \*

### AFT Classified

Joann Haywood (15)\*  
 Sheila Jeter-Williams (15)

### AFT Faculty

Richard Olivias (15)  
 Olga Shewfelt (15)\*  
 Alice Taylor (15)  
 Bonnie Blustein (alternate)

### ASO

Matthew McCracken (15)

### SEIU 721

Antoinette Simpson

### Teamsters

Rebecca Tillberg

\*CC Exec Member

### Ex Officio

#### President

Nabil Abu-Ghazaleh

### Standing Committee

#### Chairs

#### Accreditation

Alice Taylor  
 Bob Sprague, ALO

#### Budget

Olga Shewfelt

#### SEAC

Phyllis Braxton  
 Marcela Hernandez

#### Facilities

Kevin Considine

#### Planning

Rebecca Tillberg  
 Carmen Dones

#### Resource Development

Bob Sprague  
 Kathy Boutry

#### Technology

Marcus Butler  
 Bob Sprague

## MINUTES

Meeting of May 7, 2015

1:00 pm-3:00 pm

SSB-414

Attending:

Title/Role	Name
Academic Senate	Adrienne Foster
Academic Senate	Holly Bailey-Hofmann
Academic Senate	Helen Young
Academic Senate	Laura Peterson
VP Administrative Services	Phyllis Braxton
VP Academic Affairs	Bob Sprague
AFT Faculty	Alice Taylor
SEIU 721	Antoinette Simpson
AFT Classified	Jo-Ann Haywood
AFT Classified	Sheila Jeter-Williams
Chair, College Council	Fran Leonard
Guests	
	Allan Hansen, Plant Facilities
	Rasel Menendez, Administrative Services

- 1. Call to Order** – Confirmation of the agenda was confirmed.  
 The meeting was called to order at 1:10 p.m. One item was added to the agenda from the SEAC Committee.
- 2. Approval of April 2, 2015 minutes** – J. Haywood was present at the April 2, 2015 College Council meeting.
- 3. President's Report** – the president could not attend due to another commitment of campus. He submitted a brief report that was emailed to College Council members before the meeting. The president thanked the Council for considering reducing costs like the Sheriff head count, summer 4/40 hours and enforcing strict scheduled constraints on air conditions. The faculty hiring process is moving forward in every stage. The president advised the Council to watch for the Governor's May revise next week and is hopeful that we can get the funds needed to grow at 2% above the growth cap.  
  
 Prop. 9 – A. Hansen, Director of Plant Facilities, reported on the campus meter project for the college. We can now see what our energy usages are for each building.
- 4. Chair election** – F. Leonard reported that the chair election for College Council will

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be held at the beginning of the meeting in June. Anyone interested in running is invited to please submit a candidate statement and the candidate does not have to be a member of College Council. There is a 0.2 release time for College Council Chair.

**5. Recommendations for Consideration/Action**

- A. Recommends creation of a budget line item in FY 2015-16 for Ancillary Activities, funded at \$1. R. Menendez reported that this will have to be tabled for the next College Council meeting in June as she needs to meet with O. Shewfelt again to obtain complete information on this recommendation.
- B. Recommends a budget supplement for Athletics for 2014-15 as submitted. There was consensus on this recommendation. **There was a motion to approve this and it was approved by consensus.**
- C. That the number of Sheriffs deputies at West be reduced from 3 to 2, to align with that of similar-size District campuses (Harbor, LA Mission, LA Southwest) and that the Sheriffs Department provide a plan for patrol, presence and visibility on campus with two deputies. There was discussion on this. West is second to the lowest crime rate out of all the nine colleges in the District. An addition to this recommendation was made to lose a deputy position and to be open to the addition of a security officer. VP Sprague would like to see as a part of this recommendation a request to look at the college’s plan for lighting on campus is and to provide visibility of Sheriff’s on the campus.

**Recommendation 1 – to recommend to the president – that the number of sheriffs be reduced from 3 to 2.**

**Recommendation 2 - that the sheriffs provide a plan for the evening patrols of the campus and to reconsider the way that the District has evenly divided the cost of the shared personnel for the nine colleges in spite of the fact that this college has one of the lowest crime rates out of the nine colleges.**

There was discussion regarding lighting on campus. A. Hansen reported that parking lots 5, 6, 7, and 8A will be improved with bright lighting fixtures at the end of July 2015. All walkways with lights and canopy lights will get replaced through LACCD technology with white light probably by October or November of 2015.

**6. College Governance Handbook – participatory governance**

R. Tillberg reported that this handbook was approved by Council members. There was discussion of the signature pages in the ‘West Los Angeles College Governance Policy’ that had some outdated administrators on it. The Committee agreed to include in the header the approval date.



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IEPI Partnership Initiative – Framework of Indicators – R. Tillberg projected this document on screen which identifies indicators of success for colleges. West has to set short-term and long-term targets that have to be made public on the college website and on the Chancellor’s website by the end of June.

Student performance and outcome  
District indicators that are set District-wide – District sets these  
Discussion followed about the number of completion rates  
CTE completion Rates (Scorecard)

R. Tillberg asked for approval of these draft targets.  
There was no objection to these targets so they will be forwarded to the president for approval and the District.

**7. Facilities Committee recommends approving the fully-funded construction Projects of Alternative 2. There was consensus on this recommendation from College Council members.**

VP Sprague asked that College Council entertain the recommendation that College Council recommend to the president that the Dance Studio retain its priority so that when we do get additional funds we will be looking at funding the Dance Studio.  
F. Leonard would like to entertain this as an agenda item at the next College Council meeting on June 4, 2015.

**8. Update from Academic Senate President**

A. Foster, Academic Senate President, announced that the college is going forward with the Bachelor of Science degree and the State Chancellor’s Office will be at West on Monday, June 1 and Tuesday, June 2, 2015.  
Academic Senate is going to start division elections within the next week. There will be new divisions and Senate will be hosting a campus Happy Hour at no host.  
C. Norris as Co-chair of the Student Success Committee is entering recommendations for the location of the Happy Hour.

**9. Steering Committee Reports**

Accreditation  
A. Taylor addressed the Council on the accreditation standards regarding the Bachelor of Science degree program that will be offered at West.

Technology Committee  
H. Bailey-Hoffman reported that the Technology Committee is making significant progress on the new Technology Master Plan.

Resource Development Committee  
Co-chair B. Sprague reported that one of the areas of growth is international students and one of the outcomes is a renewed interest in study abroad programs, specifically in Salamanca, Spain.



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**Student Success Committee**

Co-chair C. Norris reported that the Committee is considering recommending to Academic Senate to restore Learning Skills to the Library and then trigger a viability study after seeing how things progress after one year.

The meeting was adjourned at 3:00 p.m.