

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

Michael Goltermann (Interim)
 Iris Ingram
 Aracely Aguiar (Acting) *

AFT Classified

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

AFT Faculty

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

ASO

Sebastian Rodriguez (15)

SEIU 721

Antoinette Simpson

Teamsters

Rebecca Tillberg

*CC Exec Member

Ex Officio

President

Robert Sprague, Interim

Standing Committee

Chairs Accreditation

Alice Taylor
 Aracely Aguiar, ALO

Budget

Iris Ingram Olga
 Shewfelt **SEAC**
 Michael Goltermann
 Marcela Hernandez

Facilities

Iris Ingram Kevin
 Considine **Planning**
 Rebecca Tillberg
 Carmen Dones

Resource Development

Aracely Aguiar Kathy Boutry

Technology

Marcus Butler
 Aracely Aguiar

Approved Minutes

Thursday, December 3, 2015

SSB 414

Attending:

Title	Name
Interim President	<i>Robert Sprague</i>
VP Academic Affairs	<i>Aracely Aguiar</i>
Academic Senate	<i>Adrienne Foster</i>
VP Administrative Services	<i>Iris Ingram</i>
VP Student Services	<i>Michael Goltermann</i>
Academic Senate	<i>Helen Young</i>
AFT Faculty	<i>Olga Shewfelt</i>
AFT Faculty	<i>Alice Taylor</i>
AFT Classified	<i>Jo-Ann Haywood</i>
AFT Classified	<i>Sheila Jeter-Williams</i>
ASO	<i>Harpreet Singh for Sebastian Rodriguez</i>
SEIU 721	<i>Antoinette Simpson</i>
Teamsters	<i>Rebecca Tillberg</i>
Chair, College Council	<i>Fran Leonard</i>

Guests

Celena Alcalá, Dean (Acting), Academic Affairs
Laura Peterson, Faculty, CEMA
Bill Smith, Plant Facilities Director

- I. **Call to Order** – the meeting was called to order at 1:10 PM. F. Leonard announced that the LACCD Board of Trustees will hold their meeting at West on December 9 at 6 PM in Fine Arts (FA) 100, and the college community is encouraged to attend. The college holiday reception will be held on December 10 at Whiskey Red’s.
- II. **Confirmation of the Agenda** – The agenda was confirmed as presented.
- III. **Minutes of the November 5, 2015 Council Meeting** – The minutes were approved as presented.
- IV. **President’s Report** – President Sprague shared that the college has set a goal of 6% growth at the recent FTES quarterly report meeting with District Office, and additional funding for the growth was confirmed. He explained how the decision for growth is appropriate in light of the availability for additional funding from the State. Division chairs are working with the deans to create additional sections.

For funding purposes, the plan for the TLC Building in Lot 5 has been adjusted from a two-building complex into one taller building.

In light of the recent tragedy in San Bernardino, various safety improvements will be initiated. A blue ribbon committee is reviewing safety issues at the District level. O. Shewfelt shared that Captain Newman-Tarwater from the Sheriff Department attended and spoke at the November 19th AFT Guild meeting. The Captain mentioned that one of the recommendations from the blue ribbon committee is to form behavioral intervention and STARS teams.

- V. ASO Report** – H. Singh, ASO Vice President, reported on recent ASO activities. 500 lbs. of can food were collected and donated to the food bank to feed the homeless people. ASO will be providing student members with a place to study during the final exam week. ASO held WLAC Mythbuster event in collaboration with the AFT Faculty Guild interns with a goal to bridge students and college administrators through Q&A session. They thanked faculty members who came; however, they were disappointed over the lack of administrator presence at the event. H. Singh pointed out the importance of administration participation for students. TedTalk video of Rita Pierson “Every kid needs a champion” was played.

H. Singh mentioned ASO appeal for a full-time ASO advisor. H. Young, in support of ASO, encouraged administration to fill an ASO advisor position on a permanent basis.

O. Shewfelt and H. Young commended ASO for their leadership and initiatives.

VI. Recommendations

A. Accreditation Steering Committee

1. Approve West’s 2016 Self Evaluation Report - ACCEPTED

F. Leonard thanked everyone who has been involved in the development and finalizing of the Self Evaluation Report.

2. Approve the Classified Staff Hiring Plan -- ACCEPTED

Several questions were raised regarding the plan. O. Shewfelt requested a clarification on the budget and hiring timeline. I. Ingram explained that the Council will be approving a recommendation of classified staff positions to be filled, and the final decision whether to fill them rests on the administration and contingent on funding availability. There are nine positions on the list. Going forward, the prioritization process, similar to FPIP, to determine the number of staff hiring will be conducted each year. Division program review will be part of the prioritization. A discussion occurred on membership. There are two components being approved: the hiring list as submitted and the process of prioritization. I. Ingram was thanked for leading the process.

3. Approve the Student Equity Activities – ACCEPTED

C. Alcala reported on the work done by SEAC and Equity workgroup in finalizing the Student Equity Planned Activities for 2015-2016. Proposals received were for activities for the targeted student population. The draft plan is due at the District next week. The total amount of funding is \$1.4 million. Clarification was made that the positions listed in the proposals are unclassified positions and that several proposals were approved for partial funding. Ongoing reporting and measure are part of the funding requirement. The money can be used until December 31, 2016. A summary of the report is available.

VII. Standing Committee Self-Evaluations Accreditation Steering Committee - ACCEPTED

Accreditation Steering Committee Self-Evaluation reports for 2013-2014 and 2014-2015 approved on

November 3, 2015, were presented.

VIII. Standing Committee Reports

- A. **Accreditation** – Next committee meeting is December 14, 2015 at 3 PM.
- B. **Budget** – The college budget report had not been available due to a delay at the district level. It would be ready this afternoon.
- C. **Facilities** – The TLC building project and few others will be moving forward.
- D. **P.I.E.** – At the P.I.E. meeting yesterday, the following items were discussed: annual evaluation of the educational masterplan and the tie to the Quality Focus Essay (QFE) in the accreditation report, status of program review, transition to a new software TracDat by Fall 2016, and evaluation of the program review process. It was suggested that the Council consider reviewing the program review process for next fall in lieu of accreditation visit, Student Equity, SSSP, new SIS system, etc.; so that people don't feel so overwhelmed with the various work that need to be completed.

F. Leonard will put the item for the Council February 2016 meeting for consideration.
- E. **Resource Development** – No report.
- F. **SEAC** – The Equity report will go the Academic Senate for consideration.
- G. **Technology** – Nine primary goals for campus technology have been identified. The Technology committee is also looking at aligning the campus-wide technology plan with the bond measure projects. The need to accommodate the new faculty hire with technology equipment and the process for request were discussed.

IX. Student Success – No report.

The meeting was adjourned at 2:40 PM.