

**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 \*  
 Ken Takeda

**AFT Classified**

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

**AFT Faculty**

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

**ASO**

Stephen 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**

Ken Takeda  
 Olga Shewfelt

**SEAC**

Phyllis Braxton  
 Marcela Hernandez

**Facilities**

Ken Takeda  
 Kevin Considine

**Planning**

Rebecca Tillberg  
 Carmen Dones

**Resource Development**

Bob Sprague  
 Kathy Boutry

**Technology**

Marcus Butler  
 Bob Sprague

**APPROVED MINUTES**

*Meeting of April 2, 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
VP, Academic Affairs	Bob Sprague
AFT Faculty	Alice Taylor
SEIU 721	Antoinette Simpson
AFT Classified	Jo-Ann Haywood
AFT Classified	Sheila Jeter-Williams
Ex Officio	
President	Nabil Abu-Ghazaleh
Chair, College Council	Fran Leonard
Guests	
	Alice Taylor, Co-chair, Accreditation Steering
	Michael Goltermann, Dean of Student Services

1. Call to Order – 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 March 5, 2015 minutes – add A. Taylor as AFT Faculty member and add J. Haywood as attending the March 5, 2015 meeting.
3. President’s Report – Job Fair - the president acknowledged and thanked all the staff and faculty who contributed to the recent Job Fair held at West on Wednesday, April 1, 2015.

Block Grant – the president congratulated everyone for their hard work in planning and resource allocations for the block grant. The block grant is now a document that everyone can work with.

Reorganization – the president has received feedback from Academic Senate and other administrators along with individuals on the draft reorganization and will produce a final draft within the next few weeks.

Student Housing for WLAC – a consultant is working with the District on student housing for the college. They are not moving forward with anything



**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 \*

Ken Takeda

**AFT Classified**

Joann Haywood (15)\*

Sheila Jeter-Williams (15)

**AFT Faculty**

Richard Olivas (15)

Olga Shewfelt (15)\*

Alice Taylor (15)

Bonnie Blustein (alternate)

**ASO**

Stephen 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**

Ken Takeda

Olga Shewfelt

**SEAC**

Phyllis Braxton

Marcela Hernandez

**Facilities**

Ken Takeda

Kevin Considine

**Planning**

Rebecca Tillberg

Carmen Dones

**Resource Development**

Bob Sprague

Kathy Boutry

**Technology**

Marcus Butler

Bob Sprague

formal until it is certain and this will be for students who can afford it and not for low income students.

The District will have the consultant look at the feasibility of targets for low income housing if the college wants to make this a high priority.

4. Academic Senate Actions Update – A. Foster briefed Council members on the Senate’s role in the draft reorganization process. The Senate accepted division reports and didn’t modify reorganization plans for the divisions. The Senate is forwarding the reorganization plan to the president for a proposal for changes and has passed a motion to hold a social event to welcome in new divisions once the new reorganization plan is implemented.

Faculty Hiring –the Senate is trying to ensure that the integrity of the hiring process is maintained to make sure there will be no problems encountered at the end of the hiring process.

5. Recommendations from the Budget Committee meeting of March 26, 2015
  - A. Approve a supplement of \$94,582 to the FY 2014/15 fund 10100 budget for plant facilities to pay for unexpected increase in college utility expense This is conditioned on the submittal of the Budget Supplement Request form contained in the policy referenced in item 3 below. A spreadsheet calculating the increase is attached.

The Utilities Budget Supplement Request document was projected on screen for Council members.

Discussion followed of electricity and lighting on campus during the summer in previous years. **A motion to approve this recommendation was made and this action was approved.**

- B. Approve the accompanying process for funding Fund 10100 supply Purchases beginning with FY 2015/16.

Discussion followed. Allocation will be based on actual expenditures, requests from department chairs and approval from the three VP’s.

**There was consensus on Item B.**

VP Sprague stated that budget prep documents are submitted at the start of spring semester in Academic Affair to the VP of Administrative Services.

- C. Approve the accompanying process for considering mid-year supplements to Fund 10100 budgets beginning with FY 2015/16.

Dental Hygiene students have to pay for materials that will have lasting value outside of the class such as their tools, instruments. The students acquire them through the Bookstore. These materials have

**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 \*  
 Ken Takeda

**AFT Classified**

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

**AFT Faculty**

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

**ASO**

Stephen 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**

Ken Takeda  
 Olga Shewfelt

**SEAC**

Phyllis Braxton  
 Marcela Hernandez

**Facilities**

Ken Takeda  
 Kevin Considine

**Planning**

Rebecca Tillberg  
 Carmen Dones

**Resource Development**

Bob Sprague  
 Kathy Boutry

**Technology**

Marcus Butler  
 Bob Sprague

residual value that the students will use in their careers. **There was consensus on Item C.**

6. College Council Self-Evaluation – Fall 2013 – Spring 2014  
 Remove timeline and correct “copied” to “complete”.  
 The College Council self-evaluation was approved.
7. Standing Committee Reports
  - A. Accreditation – A. Taylor
    - The accreditation timeline was projected on screen for review
    - Cluster work groups have been identified for each of the four major standards
    - Each committee has been charged to come up with the standards
    - Standing Committees are the work groups
    - Gather evidence showing that we meet the standards
    - Annotate the evidence indicating how it shows this.
  - B. Budget Committee  
 VP K. Takeda reported that the college is short by about \$8.5 million to complete the strategic execution plan to complete all buildings scheduled for construction at West.  
 Academic Senate passed resolution for release of initial \$11 million from initial money the District took.
  - C. Resource Development Committee (RDC)– VP Sprague reported that Base 11 is a group that will bring a lot of STEM related activities to the college. The Committee is working to provide funding to create a FAB lab which has MIT standards that will provide computerized manufacturing.  
 On April 29, 2015 there will be an event on campus to announce some of the exciting projects Base 11 plans to accomplish. The cost of a FAB lab would be approximately \$250,000 – 500,000
  - D. SEAC – M. Goltermann spoke on behalf of VP Phyllis Braxton. There will be open enrollment for students which will give a chance for students to enroll without the instructor for classes that are still open. This will be in effect across the board and pre-requisites will be enforced.
  - E. Technology – VP Sprague announced that the TMP (Technology Master Plan) work group has been established this semester to work on the new TMP in alignment with the EMP (Educational Master Plan).

**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 \*  
Ken Takeda

**AFT Classified**

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

**AFT Faculty**

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

**ASO**

Stephen 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**

Ken Takeda  
Olga Shewfelt

**SEAC**

Phyllis Braxton  
Marcela Hernandez

**Facilities**

Ken Takeda  
Kevin Considine

**Planning**

Rebecca Tillberg  
Carmen Dones

**Resource Development**

Bob Sprague  
Kathy Boutry

**Technology**

Marcus Butler  
Bob Sprague

The meeting adjourned at 3:05 p.m.