

**College Council Chair**  
Fran Leonard (15)

**Academic Senate**  
Adrienne Foster, PhD (14)  
Judy Chow (14)  
Laura Peterson (14)  
Helen Young (14)  
Kevin Considine (14)  
(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)  
Bonnie Blustein  
(alternate)

**ASO**  
Stephen McCracken (15)

**SEIU 721**

**Teamsters**  
Rebecca Tillberg

**President, Ex-Officio**  
Nabil Abu-Ghazaleh

**Standing Committee Chairs**  
**Accreditation Steering Committee**

Alice Taylor  
Bob Sprague, ALO

**Budget**  
Ken Takeda  
Olga Shewfelt

**SEAC**  
Phyllis Braxton  
Marcela Hernandez

**Facilities**  
Ken Takeda  
Kevin Considine

**Planning & Institutional Effectiveness**

Rebecca Tillberg  
Carmen Dones

**Resource Development**  
Bob Sprague  
Kathy Boutry

**Technology**  
Vidya Swaminathan  
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APPROVED MINUTES  
Meeting of November 6, 2014  
1:00 pm-3:00 pm  
SSB-414

Attending:

Title/Role	Name
Academic Senate	<i>Helen Young</i>
AFT Faculty	<i>Olga Shewfelt</i>
AFT Faculty	<i>Richard Olivas</i>
VP, Administrative Services	<i>Ken Takeda</i>
VP, Student Services (Interim)	<i>Phyllis Braxton</i>
Dean, Research and Planning, Administrative Co-Chair	<i>Rebecca Tillberg</i>
AFT Classified	<i>Sheila Jeter-Williams</i>
SEIU 721	<i>Antoinette Simpson</i>
Teamsters Representative	<i>Rebecca Tillberg</i>
Ex-Officio	
President	<i>Nabil Abu-Ghazaleh</i>
Chair, College Council	<i>Fran Leonard</i>
Guests	
<i>Carmen Dones, Allied Health</i>	

1. The meeting was called to order at 1 p.m.
2. Draft minutes of October 2, 2014 meeting were approved with additions.
3. President's Report  
The Board of Trustees has approved a contract which swaps an additional 11.29 acres of surface parking from the LAX campus that will be added to the current lease for future parking in downtown Los Angeles that will serve the district office. The details of this agreement have not been shared with the college so we are attempting to protect student parking and access to the Motion Picture/Television Production prop house in the hangar building.

After scrutiny from the Facilities Master Planning and Oversight Committee, the lease of Lot 7 began in November with Culver City Motors for automobile storage. The lease is expected to last for 20 months when the parking lot is scheduled to be resurfaced and returned to use for parking.

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4. Recommendations for Consideration & Possible Action

A. From the Technology Committee – Social Media Policy

The college will launch this for a short period of time for people to review and comment on. A Council member moved to place this on the December 4, 2014 College Council agenda.

B. Instructional Support Block Grant - \$460,000

Recommendations: Keep separation of block grant and proposition 20 lottery funding:

Block grant – 100% to instructional

Proposition 20 lottery – 100% to Library

About \$85,000 worth of instructional equipment was recommended by the three VP's and voted on. This will be for college wide technology for math, science, and other areas around the campus. Proposition 30 is the key to the 2015-16 year.

C. 2014-15 Student Equity Plan – P. Braxton reported on the status of this.

There was discussion of target groups of students and activities and goals.

West will present to the Board on December 4, 2014. **There was consensus on accepting the student equity plan.**

5. Committee Reports

A. Accreditation Steering Committee – A. Taylor announced that on Monday, November 10, 2014, at 3:00 pm the Accreditation Steering Committee will attempt to incorporate remaining input to the 2015 Mid-Term Report. This needs to be approved by the Board and then the accrediting commission.

Presidents from Harbor, Southwest, and West met last month regarding the progress of the self-study reports. They have received direction and support from the District in key areas and have moved forward with Bobbi Kimble of the District.

B. Budget Committee – K. Takeda gave a report on the state budget outlook for FY 15-16. Districts will have access to \$200M for approximately 2% growth in FTEs, \$180M for COLA which is estimated to be 2.1%, \$100M for full-time and part-time faculty, \$200M for Student Success and Student Equity funds. The State will implement a new growth allocation formula in FY 15-16.

Governor's State Budget will be released in January 2015. West was allocated \$100K to support accreditation preparations.

C. SEAC Committee – the self-evaluation for this committee will be done at their next meeting on November 13, 2014, at 1:00 p.m.

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- D. Facilities – K. Takeda reported that there has been a transition with the college project management leadership. Steve Sharr has left and Diana Johnson has replaced him.
- E. PIE – R. Tillberg reported that they are continuing to process program reviews and have about a 65% return rate. Continuous improvement-sustainability has to be something they can keep doing on a daily basis. Council members were asked if changing the timetable would improve or enhance the effectiveness of the work on program review and in other committees. There was discussion on ways in which work is done on committees, changing the timetable, and looking at the way in which program review can be a major component of FPIP.
- F. Technology Committee – B. Sprague announced that Co-chair V. Swaminathan’s term has ended and the Committee is accepting recommendations for a new Co-chair.
- G. Resource Development Committee – B. Sprague reported that the committee is working on trying to house some of Westside Extension’s programs and partnerships on campus. Avis Ridley-Thomas will take a role in social justice and will be offering workshops on campus. There is a fulltime temporary limited person who is teaching ESL and this person will be housed in Bungalow A9.

6. Leadership Retreat – the last planning meeting for the retreat will be held this Wednesday, November 12, at 1:00 pm in Winlock Lounge.

The meeting adjourned at 3:08 p.m.

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