

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
Olga Shewfelt (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

Aracely Aguiar, ALO
Kimberly Manner

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, May 5, 2016

SSB 414

Attending:

Title	Name
VP Academic Affairs, Acting	<i>Aracely Aguiar</i>
Academic Senate	<i>Holly Bailey-Hofmann</i>
VP Administrative Services	<i>Iris Ingram</i>
AFT Faculty	<i>Olga Shewfelt</i>
AFT Classified	<i>Jo-Ann Haywood</i>
AFT Classified	<i>Sheila Jeter-Williams</i>
ASO	<i>Harpreet Singh</i>
Teamsters	<i>Rebecca Tillberg</i>

Chair, College Council	<i>Fran Leonard</i>
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Guests

Agyeman Boateng, Research and Planning
Katherine Boutry, Resource Development Committee
Kimberly Manner, Chair, Accreditation Steering Committee
Chris Mata, ASO
Marceel Marchena, ASO

1. Call to Order. The meeting was called to order at 1:15 p.m.

2. Confirmation of the Agenda – the agenda was confirmed.

3. Minutes of the CC meeting of April 7, 2016. The minutes of the College Council meeting of April 7, 2016 were approved as submitted as there were no changes or corrections.

4. ASO Report Update. ASO President Harpreet Singh spoke to Council members about exploring alternatives for replacing the campus shuttle service which was discontinued in order to make the college more accessible for disabled students. He also informed the Council that the ASO will be continuing their advocacy efforts for a fulltime advisor for their student government organization. Marceel Marchena, ASO rep, reported that he attended the Leadership Retreat held on April 29, 2016 and experienced a most enriching day with faculty and staff.

Recommendations

A. Revise the college’s mission statement, adding the word “undergraduate” to degrees, recognizing the BS in dental hygiene. Agyeman Boateng, Research Analyst, reported on feedback from a recent college survey which asked people who they felt about adding the word “undergraduate” to the college mission

statement. There was discussion. There was only one objection and the rest of the comments were favorable to adding the word undergraduate.

F. Leonard asked College Council members if there was consensus on this recommendation. **There was consensus and this will go forward to the president for approval.**

5. Prioritization of Resource Requests for – 2015-16 Planning for 2016-17

Budget. R. Tillberg reported on and distributed a prioritized List of Resource Requests for 2015-16 Planning for 2016-17 budget and Resource Requests for Non-Salary Resources by Category. Facilities requests and IT requests were grouped separately. Athletics has a separate process. R. Tillberg asked for approval of these request. Some questions were asked about the prioritization process. A rubric was developed for this. All items on the prioritized list will not get funded. There was discussion of request number 58, from ASO, for the need to upgrade the ASO Student Lounge with a new sofa, TV, and microwave which would cost \$10,000. A motion was made to upgrade the furniture, TV, and microwave for the Student Lounge. Olga Shewfelt spoke to the motion and stated that the motion be amended as follows: **College Council recommends that #58, buy new furniture, TV, and a microwave for the Student Lounge, be moved to the top of the list.** F. Leonard asked if there was consensus on the amended prioritized list of resource requests 2015-16 Planning and for 2016-17 Budget. There were two objections and no abstentions.

The motion passed.

6. Enrollment. VPAA Aracely Aguiar reported that there was a 5.2% growth for 2015-16 academic year. We need to generate more FTES. The targeted growth is still 6%. She stated we have to roll back some of the FTES this summer by offering larger online class sizes and for on ground classes. The intent is to get momentum going to have students enroll in summer classes.

7. Statewide Initiative for Adult Education. Each campus was awarded \$700,000. This will allow adults to transition into college and engage in and be trained in entry level skills. They can earn an entry work skills certificate and there are no residency requirements. Grades will not be issued and these are non-credit classes. Sheila Williams asked A. Aguiar is there is an Adult Education Committee. There is not a local non-credit committee but the college could integrate into a sub-group under the Enrollment Management Committee. Barry Sloan is the lead coordinator for non-credit and adult education. Dr. Allison Tom-Miura is the coordinator of basic skills. A. Aguiar reported that we could integrate adult education the Enrollment Management Committee.

8. Accreditation Steering Committee. Kimberly Manner would like to add the following statement to the committee self-evaluation under the section, Goals

for the coming year: Activities undertaken to ensure meeting the relevant accreditation standards. She is looking at ways of file sharing of documents among various committees at West.

9. **PIE Committee.** R. Tillberg spoke on the processes that need to be articulated and clarified. A subcommittee was set up of program review which consists of only two people now. Iris Ingram and Kimberly Manner did some brainstorming. Program review is moving to TRAC Dat for Fall 2016 but the rollout date will probably change to a later date. Program review will start in Spring 2017 and take a break in Fall 2017. There was discussion of program review. There is a need to make program review less onerous and more streamlined. There was discussion to make program review less onerous and more streamlined. F. Leonard encouraged Council members to announce this new subcommittee to their constituencies.

10. **Budget Committee.** VP Iris Ingram announced the state will pay 2% growth target but the district will pay about 3-4%. West had the highest growth rate and highest level of efficiency. The college managed to keep our costs in line with what we received.

11. **Facilities Committee.** VP Iris Ingram reported that the Facilities Committee is undertaking a series of college wide forums on future facilities needs of the campus. On May 17 the college campus is invited to provide feedback on what are the future facilities needs of the campus. There will be a new bond measure in Fall 2016. There has been a request for a new student one-stop center on the ground level where all student services could be located.

12. **Resource Development Committee (RDC).** Kathy Boutry, Co-chair, distributed and reported to Council member on the recommendation for a fourth VP of Workforce and Economic Development at West. This was a summative report on the reasons for reinstating and filling this position. The closing date for this position was April 8, 2016. Grant activity and proposals were also reported on. A \$1.5 million grant for basic skills was announced. The next meeting of the RDC will be held June 22, 2016 at 1:00 pm in SC 107.

F. Leonard reminded Council members to please fill out the online survey of the Leadership Retreat held on April 29, 2016 if they had not.

The meeting adjourned at 3:00 p.m.

West Los Angeles College

COLLEGE COUNCIL