

**DRAFT MINUTES**  
**March 2, 2017, 1:00 pm – 3:00 pm**  
**4<sup>th</sup> Floor HLRC**

Attending:

	Present	Absent
<b>College Council Chair</b>		
Fran Leonard	x	
<b>Academic Senate</b>		
Adrienne Foster		x
Holly Bailey-Hofmann		x
Laura Peterson	x	
Anna Chiang	x	
<b>Administration</b>		
Robert Sprague	x	
Michael Goltermann		x
Iris Ingram		x
Mark Pracher	x	
<b>President, Ex Officio</b>		
Jim Limbaugh	x	
<b>AFT Faculty</b>		
Tim Russell		x
Olga Shewfelt		x
<b>AFT Classified</b>		
JoAnn Haywood	<del>x</del>	
Sheila Jeter-Williams	<del>x</del>	
<b>ASO</b>		
Jesus Reyes	x	
<b>SEIU 721</b>		
Antoinette Simpson	x	
<b>Teamsters</b>		
Rebecca Tillberg	x	
<b>Standing Committees</b>		
Michael Goltermann		x
Iris Ingram		x
Kim Manner	x	
Mark Pracher	x	
Rebecca Tillberg	x	
<b>Guests</b>		
Carmen Dones	x	
Dianna Alvarado	x	

1. *Minutes of February 2, 2017.* Draft minutes of February 2, 2017 were approved as submitted.

2. *President's Report.* Dr. Limbaugh addressed Council members and asked them if they would like to address any rumors that have been circulated throughout the college.. A Council member asked if any of the tenure track fulltime positions are being cut. Dr. Limbaugh reported West is at 13.4 positions and tentatively going with ten positions as we cannot keep 18 positions.

Search for VP of Student Services – the search committee is fully engaged in this process and there are 52 applicants now.

Anna Chiang announced that her division now has three new certificate programs – IT Computer Support in stage 1 and IT User Support in stage 2. She will repackage three new certificate programs that come from a statewide initiative.

Laura Peterson asked the president if he held a meeting for funding for the TLC and Watson Center. The meeting didn't happen due to schedule conflicts but the project won't start until there is funding for the TLC and Watson.

The Board of Trustees meeting will be held at West next Wednesday, March 8, 2017.

A morning meeting and luncheon will be held March 14, 2017, 10 am-12:30 pm.

The president asked everyone who plans to attend this luncheon to RSVP Vicky Nesia as soon as possible. The topics of the luncheon will be categorical programs and funding: SSSP, Student Equity, and Basic Skills.

Name badges for staff, faculty and administrators are now being distributed to everyone. Recognition of tenure service for staff and administrators will be held on March 29, 2017.

3. *ASO Report* – Jesus Reyes reported the Club Rush will be held March 28-29, 2017 from 10 am-2 pm. ASO officer elections will be held this month and applications for candidacy are due by March 30, 2017, by 5 p.m.

ASO officers will be visiting Washington, D.C. March 11-13, 2017 and will be touring the state capitol.

The West Food Pantry is up and running in the ASO Building in A9 and is open from 9:30 am -1:30 pm, Monday through Thursday. The Food Pantry is also available to faculty and staff who are experiencing food insecurity.

4. *Standing Committee Reports*

*Accreditation Steering Committee* – Kimberly Manner reported that the CODA (Commission on Dental Accreditation) site visit was held last week and West dental hygiene did incredibly well. There were no recommendations and West is accredited for the next seven years. The next Accreditation Steering Committee meeting will be held on March 13, 2017, at 3 pm in GC 210K.

*PIE Committee* – Rebecca Tillberg reported that they met yesterday, March 1, 2017. Student surveys will be generated online, not in class and will not take up class time.

Emails will be sent to students through their college email and their personal email starting next Tuesday, March 7, 2017.

Rebecca hopes to have a good response with the online surveys that are conducted every other year. The surveys are composed of extensive questions to students and are a broad-based type of survey.

PIE has also begun evaluations of equity projects that have been funded for West. They are meeting with every project coordinator and outlining an evaluation plan. Program Review is well underway and is due next Friday, March 10, 2017. The committee is receiving positive feedback now and is better than the previous Program Review. They are updating unit plans which clearly link unit goals with educational master plan goals and strategic plan goals.

Rebecca also distributed a report from Dr. Limbaugh to Council members on the Pathways Project. There is a lot of work going on now regarding this. A diagram was shared with Council members of support services at the college that connect with high schools and basic skills as well as with West. These are completion pathways in CTE and transfer programs.

VPAA Bob Sprague reported that there is a big issue with having to identify 8.4 new fulltime faculty offices on campus.

*Resource Development Committee* – Kathy Boutry, Co-chair, reported on the meeting of February 22, 2017. Two Upward Bound Science Projects – from a DOE grant. West is also being asked to join a proposal with Saddleback College – NSF – to increase the number of underrepresented students in STEM. This proposal will include guest speakers, tutoring, undergraduate research projects, etc.

Cal State University Dominguez Hills (CSUDH) – their computer science department is interested in West with an NSF proposal.

The RDC will do some reporting out to the AFT about what they are doing to recruit faculty involvement in the activities of RDC and take an active role. Kathy stated that in future RDC meetings it would be great to hear from faculty who are involved in projects on campus such as global studies, CTE, etc. The next meeting will be held on March 22, 2017, at 1 pm in SC 107. They are planning to have an electronic newsletter for RDC to use as an information forum for people who cannot attend RDC meetings. A suggestion was made by a Council member that since the RDC connects with accreditation standards to please add them at the footer of the RDC agendas.

*Technology Committee (TC)*– Bob Sprague, Co-chair, reported that in last two months the WIFI has been up and down on campus. For three weeks of the winter intersession, WIFI was down. He will address this issue to VP Iris Ingram of Administrative Services how we can avoid WIFI from going down in the future.

Marcus Butler has redoubled his efforts in the CSIT division and has resigned as Co-chair of TC and Bob is actively seeking another Faculty Co-chair. Fran Leonard asked Council members if they know of anyone

who might be interested in co-chairing the TC to please let her know.

5. *Leadership Retreat* – Fran Leonard reported on this event which will be held May 5, 2017 which will focus on student success.

ATD Student Success Data Team - Fran had Council members participate in an interactive exercise regarding the Leadership Retreat.

Fran will reveal some exciting Student Success Data Team information to people who attend the Leadership Retreat. A kick-off will be conducted to generate interest in the Student Success Data team.

An interactive exercise was conducted with Council members.

First generation students at WLAC - what percentage do you think it is now?

47% are first generation.

Overall math success rate – what's percentage of African-Americans who succeeded? 32% success rate at WLAC.

Overall computer science rate – what's percentage rate of Latinos who succeed at WLAC? 41% success rate at WLAC.

Overall statewide percentage of certificate completion at WLAC? Thirty-six percent completion rate at WLAC. Fran thanked her team members Linda Alexander, Jeanene Ames, and Clare Norris in putting this interactive exercise together.

6. *SEAC Committee* - at their last meeting they discussed the equity proposal which was the main part of their meeting. Next meeting is Thursday, March 9, 2017, at 1:00 pm in SSB 414.

The meeting adjourned at 2:10 p.m.