

**Approved Minutes for the Meeting of May 6, 2010  
Winlock Lounge, 1:00 p.m.**

**College Council Chair**  
Fran Leonard (11)

**Academic Senate**  
Eloise Crippens  
Lloyd Thomas  
Rod Patterson

**Administration**  
John R. Oester  
Betsy Regalado  
Bob Sprague

**AFT Classified**  
Joann Haywood (11)  
Sheila Jeter-Williams (11)

**AFT Faculty**  
Bruce Anders  
Richard Olivas  
Olga Shewfelt (11)  
Bonnie Blustein  
(alternate)

**ASO**  
Brandy Ruiz (10)

**President, Ex-Officio**  
Mark Rocha

**SEIU 721 Stewart**  
Abel Rodriguez

**Teamsters**  
Rebecca Tillberg

**Standing Committee  
Chairs**  
**Budget**  
John Oester  
**Facilities**  
Allan Hansen  
**Planning**  
Rebecca Tillberg  
**Accreditation**  
Fran Leonard

Members Present: Bruce Anders, Eloise Crippens, Allan Hansen, Fran Leonard, John Oester, Richard Olivas, Rod Patterson, Betsy Regalado, Abel Rodriguez, Mark Rocha, Brandy Ruiz, Olga Shewfelt, Bob Sprague, Lloyd Thomas, and Rebecca Tillberg, Geneat Walton

I. The meeting was called to order at 1:00 pm by Fran Leonard, Chair.

II. Meeting minutes of April 8, 2010

There was one correction to the minutes of April 8, 2010. On page 1 of the minutes under public speakers – Dr. Rocha stated that in order to use list serve, an employee needs to get approval from the college president”, corrected to Camille Goulet stated that in order to use list serve, some employees need to get approval from their college president.

III. Public Speakers – there were none

IV. President’s Report

Dr. Rocha welcomed everyone to College Council and thanked everyone for their participation in the accreditation process and for their attendance at last month’s Town Hall meeting on April 22, 2010. Dr. Rocha stated that the Budget Committee is continuing to affirm the link between budgeting and planning. The District calendar and West’s calendar never have coincided with each other. Budget Committee is going to meet and the three V.P.’s are going to bring priorities to the budget committee and use the master plans to make recommendations to CC. Work Environment Committee recommendations will be put forward. Dr. Rocha thanked everyone for helping out in preparation for the June 5th event for Congresswoman Diane Watson. There will be significant funds to allocate and there is a discounted rate.

Summary of Basic Skills –

Dr. Rocha proposed a suggestion to College Council about the idea of having a “summer think tank” where there would be more visible participatory decision making in a shared governance process. Because of budget circumstances, most of the faculty will leave for the summer. During the three months this summer, many critical decisions will have to be made. Olga Shewfelt stated following past practices, the College Council Executive Committee will be meeting as needed

throughout the summer to consider important issues and make decisions which will be reported to the full Council at its first meeting in the fall. Dr. Rocha is directing Academic Senate to come up with a basic skills plan. The educational master plan calls for a locally based learning skills plan.

Create a handbook – across the board curriculum – trying to have a plan in which there would be a credible increase in student success rate.

A comprehensive plan must include suggestions for resource allocation. Rod stated the need for smaller class sizes for English and math. Need to produce evidence that shows that lower class size leads to student completion and continuation – to produce significantly higher student outcomes.

## V. Chair's Report

### V. A. Accreditation Update

Fran reported that West is preparing for Board meeting this month to review Mission statement. Fran stated there is good participation in standards committees and that most of committees have been trained in google docs software to collect evidence. Fran thanked Mary-Jo Apigo and Juan Chacon for conducting the training sessions. Fran wants co-chairs to think about ways the accreditation process can be continued during summer where the work can be divided up among committee members.

### V.B. Governance Chart & Handbook

A handout was distributed by Rebecca.

Olga commented that Joint Council is not shared governance body that is on chart and doesn't make recommendations to College President. Olga stated that it should be below senior staff and College Council & Accreditation Steering Committee. Rebecca indicated that the chart is not a permanent organization chart but displays shared governance process which is a decision making process. Eloise explained that the Joint Council is an information sharing body and its purpose is to get information out to the college.

Discussion of Work Environment Committee and facilities committee.

Allan Hansen reported that Work Environment Committee used to be part of the facilities committee in the past and may become part of facilities committee again once the new buildings are completed.

Rebecca had committee look at page 7 of MOU – ratification process.

Olga stated that College Council move Joint Council on chart next to Senior Staff. Fran stated that this chart needs definition of terms with

graphic dotted lines on chart. Rod stated that MOU of Sept 26, 2006 is focal point of this new chart and wants to link them together. Olga referred College Council to read page 6 of handouts on MOU - Definitions of Policy and Operation. Shared governance is mentioned on page 6 of MOU. There was discussion about whether or not the title of the chart should be College Governance or College Shared Governance. Rebecca made the point that why this chart was created was that other college committees can rely on a clearly defined informational chart for reference purposes. Brandy Ruiz stated that the committees indicated on this chart should be identified for student representation. Olga stated Standard 4 will provide this. Fran proposed that the committee work on a governance and planning handbook this summer.

There was discussion regarding changing the name of Planning Committee and that another MOU would have to be created to change the name of Planning Committee.

Vision Statement – will be part of the new college catalog.

Fran asked committee members to please share suggested vision statements with their constituencies. V.P. stated ACR was charged with writing vision statement. V.P. Sprague suggested to assign other committees with formulating new vision statement for the college, providing points for vision statement. Bob Sprague, Olga Shewfelt, Lloyd Thomas, Abel Rodriguez, and Rebecca Tillberg will be on the committee to set criteria for vision statement.

## VII. Standing Committee Reports

### A. Planning, Rebecca Tillberg – West’s Strategic Plan

Rebecca passed out handout titled WLAC Strategic Plan for 2010-2014 Educational Master Plan is only a draft and could change potentially. Rebecca went through the educational master plan and pulled out five goals there. Went to Student Services master plan – increase number of students who enroll and Student Services plan will be in Planning Committee and Educational Master Plan. #1 – Access comes from Student Services Master Plan Facilities Master plan is still work in progress. Olga stated it should be noted that this is not incorporated / included in the strategic plan. Bruce suggested that Student Skills Support under Student Learning should be called learning skills support. Rod will bring this up with Ed Policies & Standards Committee tomorrow morning in V.P. Bob Sprague’s office.

V.P. – new master plan for facilities – strategic overlay over 4 plans that do exist – summarizing and attempting to prioritize from 4 documents that exist now–

College Council Mtgs. - Fall 2010 – Winlock Lounge  
1<sup>st</sup> Thursday of each month from 1:00 p.m. to 3:00 p.m.  
August 2, October 4, November 1, December 6

West Los Angeles College provides a transformative educational experience.  
West fosters a diverse learning community dedicated to student success.

1. Strategic overlay over the current 4 plans
2. New plan that would exist

Rebecca stated that Program Review made a recommendation to College Council that the program review committee be joined with SLO committee because those two processes need to be aligned. There was consensus on this recommendation from College Council.

Discussion of Charge and Formation of Technology Master Plan Committee – per memo of Oct. 13, 2008 – recommendation to revitalize and reform the Information Technology Committee to implement the master plan.

There was consensus that a correction of the membership listed on page 11 of the Technology Master Plan needs to be made:

- 1) Mary-Jo Apigo is not Title V Coop- but AFT Guild rep and Vidya Swaminathan is not math dept. rep but AFT Guild rep also.
- 2) Recommendation from Abel on page 11 of membership that two other classified be represented on committee.
- 3) Recommendation from College Council to include a student rep.

#### VII. B. Facilities

Allan Hansen, Director of Facilities, reported that there will be lots of repair and maintenance work done during the summer.

- 1) The water will be shut off for approximately three days and the elevator in HRLC will be shut down – major construction and maintenance renovations will be done this summer.
- 2) Bond AA projects will continue as planned. All other building moves will be put on hold.

The meeting adjourned at 3:00 p.m.