West Los Angeles College
Meeting of the Academic Senate
Approved Minutes
March 22, 2011
Winlock Lounge

Present: Vice President, Chow, Judy; Secretary, Norris, Clare; Treasurer, Simone, Yvonne;
Senator at Large, Leonard, Fran; District, Dubois, May; Senator at Large, Lin, Ken; Health/PE,
Hager, Rob; Senator at Large, Young, Helen; Senator at Large, Blustein, Bonnie; Allied Health,
Kamibayashi, Lisa; Learning Center, Russell, Timothy; Language Arts, Floyd, Suzanne;
Mathematics, Bucher, William; Senator at Large, Butler, Marcus; Library, Learning Resources,
and Counseling, Narez-Acosta, Alma; Humanities & Fine Arts, Sweeney, Joyce; Science, Bahta,
Abraha (alternate); Adjunct Faculty, Morris, Pat; Social and Behavioral Sciences, Stapleton,
Buck (alternate)

Absent: President, Foster, Adrienne; Science, Haley, Thomas; Social and Behavioral Sciences,
Barragan, Norma; Senator at Large, Yan, George; Business, Harris, Lartee; Senator-at-Large
Justice, Williams, Corey;

Guests: Hospitality and Travel, Feinerman, Scott; Counseling, Rouzan, Sherron; VP Academic
Affairs, Sprague, Robert

Meeting Called to Order at 12:55.

I. ORGANIZATIONAL ITEMS
   1. Confirmation of the agenda
      VP Chow amended the agenda to move the Transfer and Articulation Issues to
      beginning
      Agenda confirmed as amended
      MSP
   2. Approval of the minutes of March 8, 2011 minutes
      Crippens corrected to Crippens
      Minutes confirmed as amended
      MSP

III. Transfer and Articulation Issues – (Young)
     NOTICED MOTION: Move to recommend that Articulation remain in
     Academic Affairs.
     H. Young moved to postpone this issue to be discussed at a later meeting.
     MSP

IV. PUBLIC SPEAKERS: Speakers may speak no more than 2 minutes per speaker on any
    agenda item not yet discussed. - NONE

IV. ASO REPORT TO THE SENATE - NONE

V. OFFICERS’ REPORTS
   1. Adrienne Foster – President (No Report)
   2. Judy Chow – Vice President (No Report)
   3. Yvonne Simone – Treasurer (No Report)
ACADEMIC AND PROFESSIONAL MATTERS

1. Curriculum Committee Report (Chow) No report
2. Academic Rank (Stapleton)

Noticed Motion introduced and read by B. Stapleton

**Noticed Motion:** Move that West will grant rank of Assistant Professor automatically upon full-time tenure track hire. Associate Professor rank can be applied for after 4 (four) years of service, or upon granting of tenure which ever comes first, with submission of a resume of campus and district service included in the application. After five (5) years of consecutive service upon appointment of Associate Professor, one will be eligible to apply for the rank of Full Professor. Supplemental information has been sent.

**Discussion:**
Discussion ensued about the supplemental information mentioned in the motion, which turned out to be resumes, committee work, etc. The fact that the motion will be in effect retroactively for new tenure track faculty members who still have the rank of “instructor”. Add friendly amendment. There was discussion around the criteria to increase rank and the purpose of submitting a resume and committee service. The Committee will provide examples of recognized committee work. Emeritus Professor rank is reserved for exceptional service. The requirement for the rank of Professor is satisfactory work.

**Friendly amendment:** Automatic advancement to Assistant Professor retroactively includes all current full-time teaching faculty who have not already attained higher rank.

**Amended motion:** Move that West will grant rank of Assistant Professor automatically upon full-time tenure track hire. Associate Professor rank can be applied for after 4 (four) years of service, or upon granting of tenure which ever comes first, with submission of a resume of campus and district service included in the application. After five (5) years of consecutive service upon appointment of Associate Professor, one will be eligible to apply for the rank of Full Professor. Automatic advancement to Assistant Professor retroactively includes all current full-time teaching faculty who have not already attained higher rank. Supplemental information to be determined by committee.

2 abstain  MSP

**Added Discussion:** A question was asked about any resources that may be available to explain the benefits of academic rank increase? But the committee indicated that there is none.

**Noticed Motion:** Move to the Academic Senate to adopt the Criteria for Honorary Professorship as proposed by the Academic Rank Committee Spring 2011. Supplemental information has been sent.

B. Stapleton read the criteria, which was also provided in writing.

Discussion: Part 1a and b or c, not all three are necessary.
Retired faculty member? Yes.

MSP Unanimous
3. Educational Standards and Policies Committee Report (Sweeney)
   a. The committee met last Friday and discussed the issue of what is an advanced course?

   **Recommendation:** The EPSC recommends that the Academic Senate accept the following: All courses that have at least one prerequisite and are required for a major or certificate are advanced courses.
   The Committee found that other colleges like LACC and LASC define an advanced course as a course that has two prerequisites, but that definition is controversial at West especially since West’s literature courses have only one prerequisite.
   The Senate Executive Committee recommend that Curriculum and Educational Policies Committees meet together to discuss this issue further.
   Currently the administration, in consultation with the committee, follows a practice along the lines of LA City and LASC. Administration may consider raising the cap on advanced courses.
   In consultation with division chairs, the administration will look at a list of courses that qualify as advanced courses within both sets of parameters.
   A recommendation was added that courses that require certification be added to the definition to avoid shutting out vocational students. Also, this issue should be brought to divisional council for chairs to identify courses.
   Y. Simone moved that the Curriculum and Educational Policies work together to resolve this issue.
   
   The Educational Policies and Standards Committee recommends that the Academic Senate establish an ad hoc committee to review the Academic Senate Charter and Constitution, and recommend revisions by time certain.
   
   **Discussion:** The Counseling division is waiting for a decision to be made about separating the divisions’ representation in the Senate.

   F. Leonard moved that the Academic Senate establish an ad hoc committee to review the Academic Senate Charter and Constitution, and recommend revisions by time certain.

   **MSP**
   
   Athletics has staff members who are not represented. Instructor Special Assignments cannot be a part of a division. There is a large group of people who are not part of a division. They deserve Senate representation, so this new group will rectify that concern. H. Young and K. Lin volunteered to serve on the committee.

III. ADMINISTRATION REPORT - (Sprague)

1. VP Sprague reported that $5,000 for SLOs and $15,000 has been made available for an accreditation editor from the district. The college will be looking at compliance issues.
2. The college had its largest number of students, 13,200, last spring and approx. 12,100 this Spring.
3. The College Council developed a list of Principles for Prioritizing to identify the best ways to accommodate budget cuts. West can anticipate 5-7 years of a declining budget, so the college will be reducing its offerings. 50% of the college budget spent on faculty salaries. Another layer of cutting is coming.
4. The Enrollment Management Plan identifies courses that are the college’s highest priority. Lifelong learning courses are lower priority.

5. VP Sprague was asked where else the college is cutting besides instruction. The college is cutting in outreach, programs like EOPS, DSPS, Child Development, there are 5 vacant custodian positions, and athletics will reduce assistant coaches and/or sports.

6. VP Sprague was also asked if there is a chance that West will hire new full time faculty. A position was just offered to a Learning Skills English instructor. The college probably will hire if the cut is only 5%, but if the cut is 15% probably no hiring.

7. Costs of war and national debt clock web sites were recommended in light of this discussion of funding from the government.

8. Discussion ensued about how LACCD decides to allocate funds. East and Pierce Colleges maintain surpluses because they are larger campuses. Economies of scale. The Board of Trustees could make a decision to equalize the sizes of the colleges. Seven of nine colleges would benefit from this strategy, and only two would not benefit.

9. VP Sprague reminded the Senate of the Town Hall Meeting on Monday, March 28 The following topics will be covered: Status report on accreditation, budget, and buildings.

College Wide Committees

4. Accreditation Update Report (Leonard)
   a. F. Leonard went to the College of the Desert last week. The team of thirteen met. The president of Chaffey College, led the team. Members emailed her the questions they asked at the college. Example: Has the college devoted resources to SLOs? How are decisions made when viability of a program is in question?
   b. F. Leonard recommends that West faculty members serve on Accreditation visiting teams.

5. Program Review (Leonard) NONE

6. Election Committee (Feinerman)
   a. S. Feinerman Provided documentation for Senate to review
   b. He also discussed the timeline for the election.
   c. The Senate must decide whether the election will occur via email only or will West continue with hard copies?
   d. It is still unclear what staff members are available to help with the process
   e. He invited the Senate to email him questions.

7. District Academic Senate Report (Russell)
   a. March 10 was the DAS meeting at West.
   b. DAS is moving to change its bylaws – 2 vice presidents, equivalency committee. The DAS EPAC duties have been disbursed.
   c. The new degree programs are templates, not mandates. Noticed Motion on DR. Content based prerequisites and shortening successes of courses will be discussed. The DAS will discuss at its next meeting what can be done for students to get the classes they need and what classes can be cut that will have the least impact on students.
Announcements or Indications of Future Actions:
One of the upcoming Senate meetings will be devoted to curriculum and SLO discussion and presentation.
J. Chow reminded the Senate of the Tech fair presentation on Apple products at 3pm today (March 22).

IX. ADJOURNMENT 2:20 - Next meeting: April 12

Respectfully submitted,
Clare Norris