Meeting Called to Order at 12:50.

I. ORGANIZATIONAL ITEMS
   a. Confirmation of the agenda
      Approved as submitted MSP
   b. Approval of the March 22, 2011 minutes
      Approved as submitted MSP

II. PUBLIC SPEAKERS: Speakers may speak no more than 2 minutes per speaker on any agenda item not yet discussed.
   a. J. Chow introduced Elizabeth Craig, new Learning Skills instructor to the Senate
   b. Sherron Rouzan announced the workplace violence workshops going on on campus.
      The next workshop will occur this Friday, April 15, 2011 from 10-12am

III. ADMINISTRATION REPORT (Dr. Joyce)
   a. The college is taking a conservative approach to the budget, hoping for 5% cuts
   b. The administration welcomes Academic Senate recommendations on areas to cut.
      The college is looking for ways to maximize savings.
   c. The LA Times articles are discouraging.
   d. The college is going into next year in the black.
IV. ASO REPORT TO THE SENATE - NONE

V. OFFICERS’ REPORTS

a. Adrienne Foster – President
   1. SLO Symposium coming May 6
   2. A. Foster is going to San Francisco for the State Academic Senate Spring
      Session
   3. Our district is putting forward a resolution to initiate a study examining the 18
      unit requirement for TMCs
   4. Presidential search focus group for faculty will be held on Thursday (April 14)
      at 3:00 in MSA 005
   5. EAP workshops are coming up
   6. Divisions and committees should examine the newest ARCC Data.

b. Judy Chow – Vice President (No Report)

c. Yvonne Simone – Treasurer
   1. Four senate scholarships will be distributed. Ken Lin and Betty Jacobs are
      working with Y. Simone on evaluating applications.

VI. ACADEMIC AND PROFESSIONAL MATTERS

1. Curriculum Committee Report (Chow)
   a. Course Revision: 6 unit to 5 unit Dental hygiene course
   b. New Dental Assisting Seminar 003 will complete the 11-course curriculum
      for the Dental Assistant program
   c. Medical assistant courses that were approved at the December Senate meeting
      were approved for Credit by Exam by the Curriculum Committee.

Noticed Motions: To approve Dental Hygiene 251 unit change from 6 units to 5
unit; Approve Dental Assisting 003 course and Dental Assisting Program; and all
Medical Assistant courses can be taken credit by exam. MSP Unanimous

d. T. Matosic – Updating Outlines –
   Aviation/Travel/Hospitality 25% Complete
   Humanities/FA 50 %
   Business 45%
   Behavioral H Social Sciences 85%
   Dance PE 70%
   English/Lang Arts Pending
   Science 35%
   Allied Health 60%
   Library LR 70%
   Computer Science
   Counseling
   Math 98%

A discussion ensued about archived courses’ transferability being in jeopardy if they are
restored without the articulation officer’s knowledge. Articulation officer should be
informed of any courses taken out of archives, and they should be resubmitted for
articulation. J. Chow will present a reinforcement of the curricular process so that all
faculty members are clear on that process.

2. Academic Rank (Chow)
a. The Committee received approx 8-10 applications for increase in academic rank. Committee will meet after spring break. They are considering presenting certificates on graduation day.

3. Educational Standards and Policies Committee Report (Sweeney)
   a. The Committee is still working on the definition of an Advanced Class. J. Chow provided list of exceptions from Trade Tech. The Committee is considering including exceptions for the 2-course prerequisite requirement for advanced course status. Non transferable courses were discussed.

College Wide Committees

4. Accreditation Update Report (Leonard)
   a. West is to make presentation to the Board of Trustees July 27
   b. Standard I upcoming retreat
   c. F. Leonard referred to the surveys distributed at the March 28th Town Hall meeting and sent electronically.
   d. F. Leonard read examples of 2 questions from the College of the Desert Accreditation process.
   e. The Planning Committee’s list of principles to guide resource allocation is a valuable resource to make faculty aware of the college’s priorities
   f. There was discussion of how to share possible questions with faculty.
   g. There has been discussion of transferring some credit courses to non credit to cut costs.

5. Program Review (Leonard)
   a. F. Leonard emailed the senators a chart of Program Review Updates
   b. She also commended Bill Bucher, Math chair who submitted on the Math Program Review changes that can help student learning but do not require more resources.
   c. The college is not at the Program Review validations stage yet. We need to examine what triggers viability process.

6. Election Committee (Nicholas)
   a. The Committee has received one nomination for adjunct senator.
      Nominations can also be write-ins and from the floor
   b. Lartee Harris nominated Marcus Butler for senator-at-large, and he accepted.
   c. Judy Chow nominated Elizabeth Craig for senator-at-large, and she accepted.
   d. District Senator – Call for nominations – None made
   e. Adjunct Senator – Call for nominations – None made
   f. Ballots due May 16-20

7. District Academic Senate Report (Russell) NONE

8. Transfer and Articulation Issues – (Young)
   NOTICED MOTION: Move to recommend that Articulation remain in Academic Affairs. 15 in favor 3 opposed 0 abstain MSP

9. Student Success (Norris)
   a. CAI Software – The committee rejected Reading Plus, and Reading Horizons presentation will occur after spring break
   b. H. Bailey-Hofmann presented on her project-based English 21 class pilot

10. Technology Committee (Butler)
a. A lot of work has been going on behind the scenes to address the faculty’s 13 recommendations to IT.
b. IT problems should be dealt by June 30 or September 1 (partly depending on budget)
c. Faculty concerns have been heard by IT. The Technology Committee is the conduit for information between IT and the rest of campus.
d. A discussion ensued about how much authority the Technology Committee has to make recommendations for technology spending.
e. The Technology Committee is subcommittee of College Council

11. Distance Ed (Young)
a. The Distance Education/Distance Learning Committee discussed the availability of online counseling to students and the Fall 2010 low usage resulting from the campus’s IT problems during that time.
b. The Committee also discussed developing a list of Best Practices for online teaching and learning.
c. The Committee discussed methods of delivery for disabled students and making sure online content is accessible to disabled students.

12. FPIP (L. Kamibayashi)
a. The Committee’s first meeting with its new chair was March 4. Committee members met each other and discussed its membership. The Committee determined that it needs one more administrative member
b. Members reviewed the current FPIP Policy and determined that the ranking process is complicated. The Committee will look to simplify that process.
c. The current horizontal FPIP list is activated.
d. The Committee considered the issue of unexpected leave of faculty due to retirement, resignation, or death. Members observed that this tends to be an emotional issue, but the members committed to look at the issue in an objective and fair way.
e. Dr. Joyce shared that the district needs to hire 30 faculty members to meet the 1420 mark. West is committed to hire one faculty member to help the district meet these requirements assuming that no workload reduction is implemented. The District 30 FON obligation may be reduced depending on necessary budget reduction.

13. Transfer Task Force (Jacobs)
a. In 2008 41 West students transferred to UC and 199 transferred to Cal States.
b. The task force looking at problem areas: Classes do not articulate, Advisories are not posted, Students have personal problems, Students are not assessing.
c. The task force is recommending that Flex day be dedicated to transfer

f. Matriculation data shows that assessment numbers have been increasing, but for now, it cannot be mandated.
g. A group of VPs across the district developed recommendations on registration priorities, which West is following. Students are allowed to register in this
order: 1) Disabled students, veterans, etc.; 2) Students in good academic standing, 3) New students, 4) Continuing students with poor academic standing, 5) Concurrently enrolled high school students

h. Mandating assessment can go to the LACCD Board of Trustees through district-wide consultation or West Academic Senate could recommend mandated assessment to DAS to take to the board.
i. To make the case for mandating assessment, West would need to present data to prove its effectiveness. This issue could be sent to Student Success Committee to research and discuss.
j. Another strategy to boost transfer is to position content and skills classes so that counseling is integrated into classes.
k. The college must consider the capacity of matriculation. Currently, some students try to assess but can’t get an appointment.
l. The SLO/Curriculum review process could increase advisories and/or prerequisites for classes.
m. Discussion ensued about the prioritization of registration and the timing of the printing of the class schedule in light of impending class cuts.
n. Discussion also ensued about how easily students can bypass prerequisites. SIS is an old system, and it is not perfect. Students can register into subsequent course while they are enrolled in the course, and Student Services does a sweep once grades are submitted to make sure that any students that do not pass the previous course are dropped from the subsequent course.
o. The printed class schedule arrived today despite the anticipated class cuts; it includes a disclaimer warning students that classes may be cuts. The college needs to print the schedule in time for high school students to choose West. West cannot put off students’ registration opportunities since they are part of a district-wide registration process.
p. It was proposed that these issues be discussed at the upcoming Enrollment Management Committee meeting.

14. Free Speech Area (Blustein)

**Noticed Motion:** Be it resolved, that the WLAC Academic Senate recommends to the College President that the designated "Free Speech Area" should encompass the entire outdoor portion of the campus, except for construction areas, with appropriate procedures regarding amplified sound and the maintenance of unobstructed walkways and roads.

a. **Rationale:** One of the college’s former free speech areas is turning into campus parking, and the college wide SLOS include “Civic Responsibility” and “Critical Thinking”. One concern is that controversial groups may come on campus to approach students like military recruiters or communists, but the college’s responsibility is to prepare the students to deal with those types of encounters on their own. Another objection is that federal law protects free speech, so the free speech area on campus is not necessary. One response to the motion was that only the board of trustees has the authority to make all areas on a campus into free speech areas. The college is in the process of changing one of the free speech areas from an area that no longer gets much traffic to a more populated area of campus. The free speech area is primarily to allow access to public groups, and does not impact student or faculty members’ ability to exercise their right to free speech.
One response to the motion was that free speech areas need to be monitored, so the space should be more limited than the entire campus. According to the Supreme Court, speech can be limited in time, space, or manner.

Discussion ensued on freedom of speech and its history in the country and the state. There was agreement that the high traffic area of the campus has shifted and the free speech area should be in that area.

L. Harris moved to table the motion until the Senate gets more information. 4 in favor 9 oppose 1 abstain  MSF

Y Simone moved for a friendly amendment replacing the words “the entire outdoor portion of the campus, except for construction areas” with “the globe area, president’s lane, and possible other locations as new buildings open” with the approval B. Blustein, who made the original motion.

Motion to extend meeting five minutes 1 oppose  MSP

New Noticed Motion: Be it resolved, that the WLAC Academic Senate recommends to the College President that the designated "Free Speech Area" should encompass the globe area, president’s lane, and possible other locations as new buildings open with appropriate procedures regarding amplified sound and the maintenance of unobstructed walkways and roads. 12 in favor 2 abstain  MSP

VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS

IX. ADJOURNMENT 3:05 - Next meeting: May 10

Respectfully submitted,
Clare Norris