West Los Angeles College
Meeting of the Academic Senate
Draft Minutes
April 24, 2012
Winlock Lounge

Present: President, Foster, Adrienne; Vice President, Chow, Judy; Secretary, Norris, Clare;
Treasurer, Simone, Yvonne; Senator at Large, Leonard, Fran; Senator at Large, Lin, Ken;
Health/PE, Smith, Melinda; Senator at Large, Young, Helen; Senator at Large, Blustein, Bonnie;
Humanities & Fine Arts, Sweeney, Joyce; Aviation, Travel, and Hospitality, Nee, Martin; Allied
Health, Dones, Carmen; Science, Bahta, Abraha; Senator-at-Large, Miller, Marguet; Social and
Behavioral Sciences, Barragan, Norma; Language Arts, Bailey-Hofmann, Holly; Senator at
Large, Williams, Corey; Adjunct Faculty, Morris, Pat; Mathematics, Bucher, William; Library &
Learning Resources & Counseling, Narez-Acosta, Alma; Business, Nicholas, Vanita (Alternate)

Absent: District Senator, Russell, Timothy; Computer Science, Chiang, Anna; Business,
Jacobson, Nikki Mehrpoo; Senator at Large, Butler, Marcus; Adjunct Faculty, Zexter, Francine

Guests: College President, Nabil Abu-Ghazaleh; Health & PE, Hager, Rob; Takeda, Ken FP
Admin Services, Feinerman, Scott, Hospitality and Travel; Matosic, Todd, SLO Coordinator;
Moy, Jack, Aviation; Peterson, Laura, Film Production; Apigo, Mary-Jo, Dean, Teaching and
Learning

Meeting Called to Order at 12:55.

I. ORGANIZATIONAL ITEMS
   a. Confirmation of the agenda
       MSP
   b. Approval of the March 27, 2012 minutes
       MSP

II. ADMINISTRATION REPORT (Vice President Sprague)
   a. President Nabil Abu-Ghazaleh pointed out the raising of the college’s new flag as a
      bright spot in his day.
   b. President Abu-Ghazaleh rehashed budget woes and restated that it is predicted that
      the economy is not likely to show serious improvements for 4-6 years.
   c. He also addressed the two-tiered pricing proposed at Santa Monica College. Some
      think it works for unique student populations, but student demand will drop off.
      California’s State Chancellor favored slow, uniform increase of fees instead
      especially since 50% of state students get fee waivers. More than 50% of West
      receive fee waivers. President Abu-Ghazaleh opposes a separate system for students
      who can afford it. Barbara Beno, president of ACCJC, changing standards every 10
      years - SLOs came out in 2002. Institutions not accounted for student success.
      Potential for change. Institutions may be held more accountable for student success
      data. From Washington DC.
   d. A question was asked about Westside Extension’s Language Academy in response to
      the discussion of a two tiered system. The Language Academy is designed for
international students, not local West students. Community Colleges do offer Extension classes for credit through employers who pay for specialized training.

e. The focus of basic ESL instruction is not college credit but is designed to help students acquire skills that enabling them to take and succeed in credit courses. West does not offer credit instruction at the level of the Language Academy, so it is not competing with the academic program.

III. **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**

a. Adrienne Foster – President
1. A. Foster reported on the State Legislature’s Resolutions
   a) There will be a 5-year hold on new degrees eligible for transfer to CSUs besides TMCs. Thus, West must be diligent with developing its TMCs.
   b) The State Senate did not support the two-tiered system.
2. A. Foster will send resolutions from state senate
b. Judy Chow – Vice President (No Report)
c. Yvonne Simone – Treasurer
   1. Y. Simone distributed a budget report.
   2. The scholarship recipients will be announced on May 19.
d. Clare Norris Secretary (No Report)

VI. **ACADEMIC AND PROFESSIONAL MATTERS**

**ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION**

1. Senate Executive Committee
   a. Motion: Move to have Betty Jacobs be the bearer of the Mace for the 2012 Commencement. M/S/Passed by Acclimation
2. Technology – no report
3. Election (Feinerman)
   a. S. Feinerman read the list of nominees
   b. He asked for nominations from the senate floor for each position
   c. Norma Barragan and Helen Young declined their nominations for Senators-at-Large
   d. Helen Young nominated herself for District Senator
   e. Norma Barragan nominated herself for District Senator
   f. Voting will take place next week with ratification at the next meeting
4. Program Viability
   a. **MOTION 1**: Move that the EPSC revise the existing Program Viability Policy to address the issue of program revitalization.
      i. The policy will be revamped by the committee to include the issue of program revitalization. **MSP**
   b. **MOTION 2**: Move the College Planning Committee develop the policy and procedures for Program Viability/Revitalization for programs outside the purview of the Academic Senate.
c. **FRIENDLY AMENDMENT:** Move to recommend that the College Planning Committee develop the policy and procedures for Program Viability/Revitalization for programs outside the purview of the Academic Senate.
   
i. Examples: Athletics, student services, administrative services

5. **Budget (Takeda)**
   a. The college is revising the tentative budget for the board to adopt.
   b. VP Takeda distributed and went over a bar chart reflecting 3 fiscal years, 2009-2010 - 2012-2013.
   c. West can’t cover fixed costs with next year’s revenue. As a result, the ball is in the trustees’ court.
   d. Some colleges are in even direr situations than West, since they do not have balances to carry into next year.
   e. President Abu-Ghazaleh is planning a town hall meeting to discuss the budget.
   f. The next budget committee meeting is Thursday, April 26 2:30 SSB 440.
   g. This budget reflects a worst case scenario without the November ballot measure passing. An alternate budget has been prepared in case the ballot measure passes. That budget will restore class sections that have been cut.

6. **Student Success/Achieving the Dream (Norris)**
   a. Holly Bailey-Hofmann presented on the May 15 Student Showcase. She distributed flyers and a list of topics and student participants’ names.
   b. She encouraged senators to participate this year and in future years.
   c. C. Norris shared the March edition of the ATDetails newsletter and an e-report that included the Noticed Motion and Amended Motion:

   **Student Success/ATD Committee Noticed Motion:**
   NOTICED MOTION: Approve the four priorities identified by the ATD Core Team for the college to work on in coordination with the ATD initiative:
   1. Increasing the number of West students who successfully complete the math sequence from Math 112 through Math 125 within four years.
   2. Increasing the number of West students who successfully complete the English sequence from English 21 through English 101 within three years.
   3. Increasing the number of West students obtaining a degree and obtaining a certificate.
   4. Addressing equity/Closing achievement gaps (specific wording to be finalized and distributed before March 26 Senate meeting).

   **STUDENT SUCCESS/ATD COMMITTEE (AMENDED) MOTION:**
   Approve the three priorities identified by the ATD Core Team for the college to work on in coordination with the ATD initiative:
   1. Successful completion of the English sequence from English 21 through English 101 for West students
   2. Successful completion of Elementary Algebra through Intermediate Algebra for West students
   3. Successful achievement of degrees and certificates by West students

   Discussion:

   MSP 2 abstain

8. Planning/Program Review
   a. F. Leonard distributed a report
   b. Two Senate representatives have agreed to Faculty on College Council – Holly Bailey-Hofmann as an AFT Faculty Guild representative & Laura Peterson as a Senate representative with Kevin Considine as the alternate.
   c. The planning committee met on Monday, April 23. The committee agreed to switch the Program Review cycle from the Spring semester to the Fall semester to use the LACCD IES system. This item goes to the Council for consideration and action.
   d. Rebecca Tillberg, chair of the Planning Committee, provided a list of colleges who were designated blue ribbon colleges by their Accreditation teams. The committee is studying how those colleges link planning and budget and will report to the committee on best practices.
   e. The committee is reviewing West’s College Plans to ensure that each goal contains measurable outcomes, a recommendation mentioned by the visiting team.


10. FPIP Committee – Lisa Kamibayashi was not present to present the committee’s report.
   a. MOTION- Move to use three categories for the next FPIP list. The three categories will be named as “General Education & Transfer Instructor Positions”, Career Technology Education Positions: and “Counseling, Librarian, ESL, Learning Skills, Coaches, and Other Positions.”
   b. Discussion: Concern for student services representation on the list of three categories. Counselors are faculty. What about filling positions lost through attrition? Seems like FPIP list should be considered but the final decision should be more “global”. Committee’s decisions should be followed. No chair present to present the motion. No chair present to make the decision. Need more information from the committee to make the decision.
   c. Motion to table to the May 8 meeting and request additional information from the committee (formal statement). MSP
   d. FPIP Committee meeting 8:00am Friday, April 27, 2012 CDC Conference room

11. Academic Ranking (Chow)
   a. The committee met April 18 and received 33 applications. The Committee is still working to build a database to find out where faculty members’ rankings originated. Only full time tenured faculty can be ranked.
   b. Adjunct instructors requesting rank increases in the areas where they are teaching but are not eligible.
   c. Next meeting TBA

12. Distance Ed (no report) NOTICED MOTION: The committee wants to submit the Online Education handbook to the Senate for approval. The Committee meets at 2:00PM every third Wednesday. The membership of the Distance Ed Committee was discussed. The Senate president reminded the Senate that this committee shall not make senate-related decisions.

13. Curriculum Committee (Matosic) MOTION: To approve the 2011-2012 Graduation A and B Plans
a. Rationale/Discussion: A. Narez-Acosta distributed a handout outlining the two plans. West’s articulation officer has been working on the plans. Discussion of different courses on the plans and what changes have been made from last year’s plans ensued. A. Narez-Acosta shared that these plans are updated every year.

b. Distinction was made between Plan A and Plan B. Plan B includes more general education courses while Plan A is more major directed.

MSP 1 Opposed

c. Matosic – A work plan addressing each ACCJC recommendation has been drafted. West’s SLO committee is the working with Student Showcase to assess West’s Institutional Learning Outcomes (ILOs) through the student projects featured in the showcase. T. Matosic explained that ILO assessment methods are ongoing. The committee is exploring creative ways to promote ILOs.

d. 64% of all campus programs have been assessed.

e. Language Arts, Math, Science, and Liberal Arts programs have not been assessed.

f. T. Matosic is leading a Program Outcomes workshop Monday, May 7 at 2:15

14. Transfer Committee (Young)

a. The committee met last week.

MOTION: Move to have the new Transfer Committee Charge be approved by Academic Senate (see below)

TRANSFER COMMITTEE MOTION: The Transfer committee affirms the mission and responsibility for transfer and promotes a transfer culture. The Transfer Committee, formerly called the Transfer Task Force (TTF), was created in Spring 2000 within the framework of the shared governance agreements between the Academic Senate and the administration. The Transfer Committee shall review transfer and related data from the State Chancellor’s Office, the West research office and from surrounding colleges and universities. The Transfer Committee supports the Transfer Center and the Student Success Committee in its mission to create a transfer culture, in which students are encouraged to set transfer goals and gain access to institutions of their choice. The Transfer Committee supports continued partnerships between WEST and colleges and universities.

17. The Committee is Partnering with LMU

18. Next meeting May 29

VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS

Important Dates:

- Wednesday, April 25, 2012 Denim Day
- Tuesday, May 15 Student Showcase
- Saturday, May 19, 2012 Open House/Celebration of Excellence
- May 29 – June 4, 2012 Final Exams
- Tuesday, June 5, 2012 Commencement

IX. ADJOURNMENT – 2:56pm

Next meeting: May 8, 2012

Respectfully submitted,
Clare Norris