West Los Angeles College
Meeting of the Academic Senate
Approved Minutes
September 11, 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, Blustein, Bonnie; Humanities & Fine Arts, Sweeney, Joyce; Allied Health, Dones, Carmen; Science, Bahta, Abraha; Social and Behavioral Sciences & District Senator, Barragan, Norma; Language Arts, Bailey-Hofmann, Holly; Computer Science, Chiang, Anna; Senator at Large, Butler, Marcus; District Senator, Young, Helen; Senator-at-Large, Boutry, Katherine; Aviation, Travel, and Hospitality, Moy, Jack; Adjunct Faculty Senator, Taira, Kenneth

Absent: Library & Learning Resources & Counseling, Narez-Acosta, Alma; Business, Jacobson, Nikki Mehrpoo; Aviation, Travel, and Hospitality, Nee, Martin; Mathematics, Bucher, William; Senator at Large, Williams, Corey

Guests: College President, Nabil Abu-Ghazaleh; Matosic, Todd, SLO Coordinator; Apigo, Mary-Jo, Dean, Teaching and Learning; Searcy, Mister, ASO; Moy, Jack, Aviation; Tillberg, Rebecca, Dean, Research and Planning; Stapleton, Buck, Behavioral and Social Sciences; Ruebensaal, Jack, Global Studies; Olvera, Donna, Articulation; Cordova, Luis, English; Hunter, Casey, Counseling; Sanchez Guerrero, Eileen, Project Match Intern; Taylor, Alice, Accreditation Chair; Aguiar, Ara, Dean Academic Affairs; Sprague, Bob, VP Academic Affairs

Meeting Called to Order at 12:49.

I. ORGANIZATIONAL ITEMS
a. Confirmation of the agenda
  1.Move ITEM 10 up after Academic Rank, Item #3
     MSP
b. Approval of the May 22, 2012 minutes
     MSP as presented

II. ADMINISTRATION REPORT (President Nabil Abu-Ghazaleh)
President Nabil Abu-Ghazaleh reported that SB1456 has been put in place to change priority registration in the California Community College system. Students will be expected to complete orientation and assessment and must have fewer than 100 units in order to get priority registration.
President Nabil Abu-Ghazaleh also presented this question for the Senate’s consideration: Does the FPIP process make room for faculty who will lead the college exclusively on matters of pedagogy? Does this process conceive of West hiring a colleague or colleagues dedicated to identifying initiatives that fit the teaching and learning that will work best for our students; faculty who will train us on how to best use our knowledge of student needs and how to best respond so our students in turn can learn to identify, pursue, and achieve their goals?
III. PUBLIC SPEAKERS: Speakers may speak no more than 2 minutes per speaker on any agenda item not yet discussed.

Melinda Smith introduced Project Match intern, Eileen Sanchez Guerrero.

IV. ASO REPORT TO THE SENATE – (Searcy)

a. M. Searcy announced club rush coming up next week. Next week also ASO officers will undergo training.

V. OFFICERS’ REPORTS

a. Adrienne Foster – President
   1. A. Foster introduced Alice Taylor as West’s new Accreditation Faculty Chair and acknowledged Fran Leonard as the outgoing chair.
   2. A. Foster shared about the Accreditation Report warnings.
   3. She announced Faculty Innovation Day scheduled for September 21st at LA Valley College from 9:00am-3:00pm.
   4. The DAS Equivalency Committee has an opening for a representative from West.
   5. Three Tenure Review Committees still need Senate reps.
   6. West’s Leadership Retreat is scheduled for December 7.
   7. Sheriffs’ cars out in president’s lane: an issue for further exploration

b. Judy Chow – Vice President (No Report)

c. Yvonne Simone – Treasurer
   1. Y. Simone announced that she is looking for more checks from faculty members.
   2. Seventeen faculty members have paid dues.

d. Clare Norris Secretary (No Report)

VI. ACADEMIC AND PROFESSIONAL MATTERS

ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION

1. Innovation Day, September 21, 2013 – A. Foster reviewed the information from her report.

2. Proposition 30 Resolution A. Foster read the resolution to the Senate:
   Whereas, the State of California continues to experience budgetary challenges and funding short-falls for a wide range of programs and services, including education; and,
   Whereas, the California Community Colleges have experienced state mandated work-load reductions and other cuts to programs, courses, and financial aid that have severely impacted our students and our educational mission; and,
   Whereas, Proposition 30 attempts to address community college funding in the short-term, halting the downward spiral that has forced community colleges to turn away many thousands of students, curtail our academic offerings and services, cut classified staff and adjunct faculty positions; and,
   Whereas, the Los Angeles Community College District will face even more draconian cuts should Proposition 30 fail in the November election;
Resolved, that the District Academic Senate join with the Los Angeles Community College District Board of Trustees, the CCC League, and other organizations in voicing our strong support for Proposition 30;and,
Resolved, that the District Academic Senate encourage faculty and students to educate friends and neighbors about the importance of this initiative to our community colleges and to vote in support of Proposition 30 in November.

i. Friendly amendment: Change “thousands” to “hundreds of thousands”

3. Academic Rank – report (J. Chow)
   i. Fall 2012 application posted yesterday, September 10th and is due November 5th

4. Accreditation (A. Taylor)
   i. A. Taylor distributed her report and urged senators to read the “letter” from the accrediting commission that lists West’s warnings.
   ii. The first draft of the report is due November 16th.
   iii. A. Taylor pointed out the table on the back of her report which identifies which committees are working on which recommendations.
   iv. A. Taylor observed that West’s addressing these recommendations can work to our advantage.
   v. The draft of the report should be complete before the Leadership Retreat.
   vi. She appealed to faculty to get involved in this process.
   vii. F. Leonard explained how certain standing committees were designated to work on certain recommendations.
   viii. Working groups and committees will work for the entire academic year on making progress in these areas.
   ix. The recommendations were not prioritized.

5. Student Learning Outcomes Committee – report (T. Matosic)
   i. M. Apigo and T. Matosic distributed the SLO newsletter and a timeline.
   ii. T. Matosic explained the extensive compilation of last year’s reports distributed to all faculty members’ mailboxes.
   iii. The SLO committee has acquired new members and has formed a working group to address the SLO-related recommendations.
   iv. M. Apigo explained the September-November timeline and reported that the committee is offering SLO workshops at the end of the month. T. Matosic has scheduled workshops through Tech Fair and West Connect.
   v. The Committee’s new meeting location is TBD.
   vi. Discussion ensued about whether each section of the same course must have the same SLOs. The SLOs are listed in the Course Outline, and thus, each section of any course must have the same SLOs.
   vii. Part of the SLO Committee’s goal is to ensure that the West community comes understand what a course SLO is, and disciplines must agree on SLOs for each course.
   viii. The recommendation from the accreditation visit focuses on course SLOs.

6. Curriculum Committee – report (J. Chow)
i. As a result of yesterday’s Tech review meeting, four courses will be up for approval at the next Curriculum Committee meeting on September 19th at 1:00.

ii. A question was asked about Math 123AB and C. The three courses in this sequence have gone through the Curriculum process, but one of the courses seems to be left in someone’s box in the ECD system. A. Foster acknowledged the concerns about ECD and said that a meeting has been scheduled for Thursday, September 13th to address these types of concerns about the ECD system. She will send out information about the meeting to Senators.

6. Student Success Committee/Achieving the Dream (C. Norris) – report
   i. C. Norris showed photos from the August 24th Semester Kickoff and expressed her appreciation for the participation of so many members of the West Community. She reported that nearly 100 West Community faculty members, staff members, administrators, and students participated to make the Kickoff a success. She also shared that the committee is working to evaluate the effectiveness of the Kickoff with a student survey and focus groups.
   ii. C. Norris also shared the Summer edition of ATDetails with the Senators and pointed out the opportunity to participate in the Project LEARN FIG mentioned in the “Core Team News” section of the newsletter.
   iii. Finally, C. Norris shared with the Senators the upcoming coach visit in October and that West’s former coach, Don Cameron is no longer working as an ATD coach. West has been assigned a new coach, Omero Suarez, who is also the coach at LA Mission College and has experience working in the California Community Colleges.

7. Resource Development Committee (K. Boutry) – no report

8. Planning/Program Review Committee (F. Leonard) - report
   a. College Council met and recommended merging the Planning and Program Review Committees and renaming the new committee the Planning and Institutional Effectiveness Committee. This reconfiguration came out of the annual committee self-evaluation process.
   b. F. Leonard reported that 2012/2013 is a year for another comprehensive program review, and West will use a new system to complete program review: IES. This year’s questions are designed to address the accreditation commission’s recommendations. Program review needs to respond to the decline in resources instead of just adding more requests for resources. The college needs to assess whether the resources are used effectively. Responses to program review need to be uniformly specific. Prioritization and viability rubrics should be put in writing.
   c. Establishing a rubric review committee was suggested.
   d. R. Tillberg stressed the important faculty role in the two recommendations: measurable outcomes and planning processes. Two master plans are under the Academic Senate. R. Tillberg appealed to faculty to volunteer to work with Planning on addressing these recommendations.
   e. Program review process is three-year review process. A question was asked about customization of the Program Review forms. F. Leonard responded that
last time the College’s administrative units got a different review form, and
the Planning committee got feedback to further improve the new questions.
f. IES responses are saved in a database and answers will roll over from year to
year. The system will facilitate reports. IES is online, so Program Reviews
can be completed remotely. The LACCD office is supporting IES. 

9. Educational Policies and Standards Committee – no report – Issues to be addressed in
future meetings: Posting syllabi online in “Intellectual Properties” section of contract
(Article 41)

10. FPIP Committee (Kamibayashi) – report & deferred from April 24th meeting:
   **MOTION**- Accept the revised FPIP Policy
   a. L. Kamibayashi shared copies of the revised FPIP policy.
   b. She reported that the Committee met on June 1 to revise the policy and shared
it with the Senate Executive Committee during the summer.
   c. A question was asked about the counseling proportions on p. 14. The
   proportions should be consistent with ASCCC standards.
   d. The discussion of the proportions of types of faculty hired and whether the
   ratio reflected in the new 3-group system reflects the college’s priorities was
   revived from a previous meeting.
   e. Senators had questions about the FPIP policy which was sent via email to all
   senators.
   f. A discussion ensued about whether there is a distinction between “Basic
   Skills” faculty and other faculty members, especially in disciplines like math
   in which all faculty members teach “basic skills” and college level courses.
   **g. MOTION**: FPIP Committee will hold a special open meeting before the
   Academic Senate’s September 25th meeting to discuss the revised policy.
   **MSP**
   h. This question was asked: Was the Basic Skills area of the FPIP policy
   referring to the Learning Skills faculty members?

11. Budget Committee - report (K. Takeda)
   b. In response to current anti-Proposition 30 advertisements, K. Takeda
   explained that California’s education budgets have been assembled assuming
   that Prop 30 will pass. As a result, technically its passage will not add any
   money to California’s school budgets; it will just allow schools to avoid mid-
   year cuts.
   c. The District did not fund the gap for East, Pierce, and West.
   d. West ended last year with a surplus.

12. Brandman University – information (E. Ichon)
   a. E. Ichon emailed information about West’s partnership with Brandman
   University, and he has come to the Academic Senate to answer questions.
   b. Q. Has West had similar relationships with institutions in the past? A. West
does have transfer agreements in place with other colleges. Leasing space to a
   university is new for West, but Brandman is leasing space from other colleges.
   c. Q. Why does Brandman want to lease space from West? A. The university
   wants to recruit students and it needs space.
   d. E. Ichon shared that *US News and Worlds Report* rated Brandman highly for
   an online business program.
e. According to Senators’ research, Brandman has few full time faculty members and no tenure process. A concern was raised with bringing nonunionized faculty onto West’s campus.

f. Brandman University is the “adult education” arm of Chapman University in Orange County. Brandman gives special consideration to military personnel.

g. Brandman’s primary space is in Irvine. The three community colleges where it currently leases space are these: College of the Canyons, Tacoma College, and Mount San Jacinto College.

h. The recommendation was made that West focus on building relationships with public universities in California.

i. West and Brandman University are catering to international students.

j. E. Ichon worked on this program with international students in mind

k. Q. What are the advantages of this partnership to West students? A. West students will have someone on campus to speak to about transfer to Brandman. Students can take classes concurrently.

l. Q. Can we hear from representatives at the other colleges where Brandman is housed? E. Ichon offered to take questions to those colleges or set up a conference call so Senators could ask their questions directly.

m. Q. Does the profit from the lease go directly into the 10100 funds? A. Yes.

n. Transfer committee involvement in this process was recommended.

o. The observation was made that West international students have used other online university courses to supplement their West courses, so this partnership may benefit them.

p. Brandman University will not offer any courses offered in the District.

13. Global Studies Initiative – information (J. Ruebensaal)
a. J. Ruebensaal showed the union publication and read to bullet points from an article in the magazine related to West’s Global Studies program.
b. Despite budget pressures, colleges and universities are still stepping up efforts to become more global and offer global opportunities.
c. According to an NPR study, a new cohort of recent college graduates has emerged who is well traveled with a global network and prioritize public service.

d. Undergraduate foreign language acquisition requirement is down.

e. International interest when hiring faculty has declined.

f. This summer West hosted a group of 73 Chinese students and 8 faculty members to learn about the college.

g. West is running a seminar for Chinese bankers. Three faculty members are leading the seminar free of charge.

h. J. Ruebensaal recommends that the college host more events to feature our faculty members’ expertise.

i. The four-course International Business certificate program is going to the Curriculum Committee.

j. In April West is hosting an International Education Conference.

k. The Obama administration supporting international studies programs.

l. A senator asked how this program will benefit traditional West students, and the value of exposure to other cultures for any student was emphasized. According to a recent study, completion rates are higher for African-American male students who study abroad.
14. Technology Committee – update (M. Butler)
   a. M. Butler distributed the Technology Committee report.
   b. Tech Committee supports IT’s decision to move forward with the Kentico
      Content Management System
   c. The report outlines the components and functionality of the product.
15. Transfer Committee – no report – Next Meeting September 18th
   a. H. Young listed the upcoming transfer week events.
16. Enrollment Management Committee – no report – Next Meeting Thursday, September 13th at 10:00

VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS
   a. Divisional reports – September 25th meeting Computer Science will report
   b. B. Blustein invited any faculty members interested in having conversations about
      current pressing social issues to see her.
   c. H. Young raised the appropriateness of student workers making requests of
      faculty members as an issue.
      i. B. Sprague responded that Academic Affairs Deans engage in exchanges
         with division chairs. If a member of classified staff or student workers
         engaged with a faculty member on academic or professional matters, that
         behavior goes against Academic Affairs protocol.
   d. An external evaluation of the West’s PBI grant will occur in October.

IX. ADJOURNMENT – 3:06pm
   Next meeting: September 25, 2012

Respectfully submitted,
Clare Norris