Meeting Called to Order at 12:51.

I. ORGANIZATIONAL ITEMS

President Foster asked that the senate take a moment of silence in honor of Gwen-Marie Thomas.
1. Confirmation of the agenda
   The Senate president requested to move David Beaulieu’s presentation to the top of the agenda.
   Agenda confirmed as amended
   MSP
2. Approval of the minutes of November 9, 2010
   Postponed to next Senate meeting in February

Guest Speaker: David Beaulieu, DAS President

Prof. Beaulieu stated that he is present to discuss the SLO coordinator position that the Senate struck down at its last meeting and to accept questions.
He described that looming 2012 deadline when The Accrediting Commission for Community and Junior Colleges (ACCJC) will expect West to be proficient in SLOs, which extends beyond prior SLO requirements. 2012 will bring a site visit to West.
The District and board expressed concern at the Senate’s decision to vote against the position. There have been numerous recent staff changes at District office, which have led to some turmoil over the last 6 months, but the District office still has its eye on accreditation.
Prof. Beaulieu distributed copies of an article by Lesley Kawaguchi, Chair, Accreditation and SLO Committee in which she explains what is meant by “SLO proficiency”.

No delay is likely for the 2012 deadline. District officers are open to offering support for West on the SLO issue.

Prof. Beaulieu is aware that West has an inadequate amount of reassigned time; Lloyd Thomas had a lot of responsibilities for 1.0 reassigned time.

Prof. Beaulieu examined how much reassigned time other District colleges have for SLO Coordinator and found the following:

- East LA College 1.8 for SLO Coordinator
- Harbor College .4
- LA Southwest College 1.0
- Mission College .6 (No 2012 deadline)

The State Academic Senate is pleased that the faculty has taken control of SLOs. Former resistance to SLOs has been eliminated.

The District has a turbulent history with ACCJC. Marc Drummond fought them on some issues. Maintaining accreditation is crucial.

Trade Tech and LA City College came off of probation last year with District help.

Trade currently has 1.0 and proposing 3.0 reassigned time for its SLO coordinator.

Prof. Beaulieu offered help from District for West’s SLO coordinator.

Prof. Beaulieu took questions, and a discussion ensued. Some faculty concerns included the following:

Title 5 outlines already contain similar outcomes to SLOs and that much of SLO work seems to be mere “paperwork”.

While SLOs are important to accreditation, the college must strike a financial balance.

The burden of the deficits and cuts is being borne by students and adjunct faculty.

Faculty time is the most precious commodity at West.

SLO process is ongoing and sustainable, how will the SLO coordinator job (mostly administrative work) overlap/synchronize with other functions on campus?

Prof. Beaulieu replied that if course outlines are done right, they should contain SLOs. Grades should also reflect student outcomes, but that has not always been trusted. SLOs allow faculty to talk with colleagues in ways they did not before and help to eliminate silos. The clerical aspect of SLOs is unavoidable but extends far beyond clerical duties.

The District has lost almost 6000 sections. However, the new chancellor wants to look at taking 2.1% growth money and call it restoration money instead to restore sections and reduce class size. This could be an opportunity to take a little edge off of lost sections.

Math workshops (400) are taught by adjuncts to support students and employ adjuncts.

Accreditation is a reality. The District is willing to offer funding for financial help. For example, District Curriculum Committee members were moved to D basis with district money, which was not too expensive, but worth the cost to the District to make the committee more effective. SLO coordinating is not just administrative. Faculty should be in control of SLOs.

III. ADMINISTRATION REPORT

1. Dr. Joyce turned to Vice President B. Sprague to talk about administrative support for SLO work.
2. VP Sprague advocated for a faculty member in charge of SLO work. The faculty member should work out in consultation with administration what the assignment size should be after the Senate supports the assignment. He is committed to working with the senate to identify the college’s needs and match it up with the best amount of reassigned time. He urged the senators to just support the position. The college has budgeted 40% of Lloyd Thomas’s position and 40% of another position, which adds up to more than 1.0. VP Sprague offered to do a consultation to determine the college’s need for the assignment possibly in conjunction with Curriculum.

3. Dr. Joyce asked VP Sprague whether this person would work in January or would the position be pending February? VP Sprague said as soon as fall semester ends, the person would be consulted and then would begin as soon as possible.

4. Bruce Anders pointed out that the motion has not been made, so the discussion of the motion is not appropriate.

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
1. ASO Vice President Scott Stamler – ASO Newspaper just released with 16 people writing articles.
2. ASO is developing a calendar; each executive officer will be in charge of an event, workshops, eg. Taxes. ASO is organizing a book and toy drive.

V. OFFICERS’ REPORTS – 5 MIN (After ASO)
1. Adrienne Foster – President
   i. Gwen Thomas memorial services are scheduled at her church for Wednesday, 12/1 and at West for Monday, 12/6.
   ii. Policies have been disseminated regarding hiring processes but have not been finalized. The district wants uniformity across colleges.
   iii. SB1440 was passed. Disciplines need to get involved in the discussion about transfer.
   iv. West is moving forward with Achieving the Dream.
   v. SLO coordinator will be supported to attend SAS SLO institute.
   vi. Dr. LaVista is looking at class size reduction.
   vii. President Foster sent out final resolutions from Fall State Senate plenary session.

2. Judy Chow – Vice President (No Report)
3. Yvonne Simone – Treasurer
   1. One more faculty paid dues – 45
4. Clare Norris – Secretary
   1. She is organizing an ad hoc committee to organize the college celebration of African-American Heritage Month. The committee will meet Thursday, December 2 at 1pm with the location pending.

VI. SENATE NOTICED MOTIONS
a. The Academic Senate Executive Committee moves that the College hire a 0.4-0.6 Professional Development Coordinator. – This motion was tabled by the Senate president
b. The Academic Senate Executive Committee moves that the College hire an
SLO Coordinator to assist with meeting the accreditation standards.

J. Sweeny moved and M. McMaster seconded

Discussion
A substitute motion was offered by B. Anders: Moves that the college hire one or more
qualified adjunct faculty member to coordinate SLO development on campus. Seconded by
B. Blustien.
Concern was raised that the Senate would be setting a precedent by limiting the position to only
adjunct faculty and suggested that the Senate add the word “consider” to the motion.
The Senate president commented that the job announcement goes out to all faculty including
adjuncts.
Deborah Kaye was mentioned as an example of someone who started as an adjunct faculty
member.

Substitute motion - 2 in favor 10 opposed

S. Floyd offered a friendly amendment to the original motion: Coordinator(s)

13 in favor 2 opposed 1 abstain

Motion carries:
The Academic Senate Executive Committee moves that the College hire an SLO
Coordinator(s) to assist with meeting the accreditation standards.

c. The Academic Senate supports the textbook loan program initiated by the Math
Division, which has fostered student success by saving them money and allowing
them to start the semester with text in hand (rather than waiting for
vouchers or financial aid checks).  MSP Unanimous

Discussion points included the following:
Tension between bookstore’s rental program and math department’s program was acknowledged
The ASO treasurer says that he and other students have benefited from this program.
The Senate must be involved at the inception of all grants.

d. The Academic Senate Executive Committee moves that the Senate adopt the
Resolution in honor of Professor Gwen M. Thomas.

Discussion
The resolution will be read at both memorial services
B. Blustein recommended adding “Professor” before Gwen Thomas’s name in each and insert
the words “Alpha Gamma Sigma” to describe the honors society.

MSP

ACADEMIC AND PROFESSIONAL MATTERS
1. Curriculum Committee Report (Chow)
   a. Committee Approved 2 Courses
   b. Prof. Chow moved for the Senate to approve the two courses – MSP
2. Academic Rank
   a. Gwen Thomas - Professor Emeritus
   b. Three full time and several adjunct instructors applied for rank increases

3. Educational Standards and Policies Committee Report (Sweeney)
   a. Vice President B. Regalado said that the college is unable to restrict any accredited institution from participating in any recruitment activities. The Senate should invite Eric Kim to speak on this issue at a Senate meeting. The following discussion points came up:
      i. The college should re-envision the transfer fair instead of inviting Mr. Kim to a Senate meeting.
      ii. Faculty can best make a difference around this issue by helping in planning and working on the transfer fair and the counseling division would welcome all help.
      iii. The counseling division should extend an invitation to faculty to attend a specific meeting or help with the transfer fair. Perhaps they could even hire adjuncts to help, esp. with promoting their alma maters.
      iv. Transfer Advisory Committee should meet with full participation to address some of these issues.
      v. The Senate could draft a resolution that expresses its opinion about the relative merits about the state colleges versus for-profit.

4. Distance Education Report (Alice Taylor) Report submitted via email

5. FPIP – Report coming
   a. VP Sprague forwarded the list to Jack Ruebensaal

6. Student Success Committee will meet in the near future
   a. Judith Ann Friedman is the co-chair

College Wide Committees

7. Accreditation Update Report (Leonard)
   a. F. Leonard expressed appreciation for the senate’s action on SLOs in today’s meeting.
   b. The November 29th meeting with LA Southwest and Harbor Colleges involved a lively discussion.
   c. At the last joint council meeting Dr. Joyce asked West to draft reports
   d. F. Leonard recommended West’s technique of group work on the accreditation Standards to the other colleges.
   e. Accreditation is a lot of work, but West is in a good place for the draft to be out to the college community in the Spring.

8. District Academic Senate Report (DuBois) (No report)
9. Foundation Skills Think Tank Report (Leonard) (No report)
10. Building Program Management Committee Report (Witucki) (No report) Next meeting Thursday, 12/2 at 1:00
11. Budget Report (Keskinel)
   a. Updates on State and College budgets
   b. The California State budget is 100 days late with a $19 billion deficit plus $6 billion carrying deficit based on overly optimistic assumptions. The state legislators have assumed that $5 billion will be sent from federal government and that the economy will rebound.
c. The college deficit stands at $1.6 million, but the recently approved state budget calls for LACCD to get 2.1% growth money. That money applied to the current deficit would bring the deficit down to $900,000. Of the District’s reserve funds, West’s share is estimated at $300-400,000 according to John Oester.

d. West’s utility bills are rising as a result of the new Math and Science building’s energy consumption. The solar panels will start being used in December.

e. Based on the above assumptions, West has a good chance to balance its budget if those assumptions become reality.

f. M. Keskinel will send entire report electronically.

12. Enrollment Management Committee Report (Lin) (No report)

13. Technology (Butler)

a. In June 2010 the LACCD Technology plan started circulating. The Senate wanted to inform the campus community and solicit input. This plan has been approved. Butler recommends that senators read the plan and be aware of its existence, and West’s Technology committee has agreed to embrace the plan. The District committee maintains an open door for input.

b. VP Sprague pointed out that the West Tech committee’s charge has been revised, and it is now a College Council committee. Recent Senate concerns have been passed on to IT like the status of WiFi and steps to ensure that email and server are reliable. IT is working on responses and the Tech Committee will make them available. The committee is working on aligning West’s plan with the district plan.

c. The Senate president commented that West needs a rep on the Smart classroom district committee. Tim Russell expressed interest in joining that committee.

d. Grants Management – K. Boutry and Barachi are the Senate reps. Bruce Anders is a member of the committee, which is being recharged and renamed. The Senate president will contact Senate reps.

Dr. Joyce announced that the District Board meeting is tomorrow, December 1st at 1:00 in the Fine Arts Theater and encouraged the Senators to stop in. She also announced the town hall meeting Monday, Dec. 6. The Senate has already had access to most of the information provided at that meeting. Dr. Joyce also reminded the Senate of the December 9 holiday event sponsored by the AFT.

The Senate president requested input about the Senate’s next meeting date. Should the Senate meet during finals week? The consensus was that the Senate should not meet during finals week, so the next Senate meeting will be held on February 8, 2011 at 12:45pm.

Joyce Sweeny moved that Academic Executive committee take care of Senate business until the next Senate meeting.     MSP

IX. ADJOURNMENT 2:28 - Next meeting: February 8
Respectfully submitted,
Clare Norris