Divisional Council

Record of the Meeting
Divisional Council
Tuesday, March 2, 2010
1:00 pm – 4th Floor, HLRC

Present: Abraha Bahta, Anna Chiang, Judy Chow, Scott Feinerman, Betty Jacobs, Lisa Kamibayashi, Mary Jane McMaster, Vanita Nicholas, Helen Young for Sherron Rouzan, Buck Stapleton, Joyce Sweeney for Michael Arata, Jane Witucki

Others: Aracely Aguiar, Mary-Jo Apigo, Karen Burzynski, Linda Clowers, Judith Fieron, Judith-Ann Friedman, Mary Anne Gavarra-Oh, Eric Ichon, Fran Leonard, Curt Riesberg, Olga Shewfelt, Robert Sprague, Rebecca Tillberg, Kathy Walton

Guests: Allan Hansen, Angela Randall

1. Welcome: The meeting was called to order at 1:00 p.m.

2. AFT Issues – Olga Shewfelt, Chapter Chair
   Olga Shewfelt gave a brief update on the adjunct representative election for divisions. The deadline for voting is tomorrow, March 3rd. Summer priority lists which are letters of interest for teaching availability for summer 2010 have been sent out by the deans in Academic Affairs and are due back by March 15th from the instructors. Vice President Bob Sprague asked the chairs for their concerns for times of classes. Pharmacy Tech would prefer five days/week. A tally was taken of how many preferred a four or five day/week and the consensus was that the college will go with a four day/week summer session MTWTh for six weeks. Classes will most likely be held from 8:00 a.m. – 12:00 p.m. and the campus will be closed during evening hours for summer.

3. Transfer Honors Program – Students are required to have a 3.0 GPA and must be enrolled in English 101 when they enroll in the honors program. There is a community services component connected with the honors program. A UC Irvine honors project conference for students will be held this Saturday, March 6th, at UC Irvine. Recruiters will be there from other universities.

4. Student Learning Outcomes – Lloyd Thomas spoke briefly on student learning outcomes (SLO’s) and stated that faculty should now know about them and take responsibility for submitting all their SLO’s for posting to the college website.

5. Educational Master Plan Update – Rod Patterson gave an update on this and reported that changes were made in the plan by the Educational Policies and Standards Committee of the Senate. The objective is to align the language of the master plan to the ACCJC and the committee has changed the wording of strategy to objective. Rod announced that the Educational Policies and Standards Committee meets the first Friday of every month at 9:00 a.m. in Bob Sprague’s office.

Rod passed out a handout on revisions to the Disciplines List for minimum qualifications for faculty of California Community Colleges. Changes of any kind should be submitted to Rod by September 30, 2010.
6. Report from Accreditation Steering Committee – Fran Leonard handed out draft minutes of the February 25th Accreditation Steering Committee to the chairs. Those that need additional copies can ask Judith Fierro in Academic Affairs. Judy Chow was commended for starting her self-study group which will meet every other Monday in the HLRC. Fran announced that a team of administrators and faculty are going to LA Southwest College next Friday, March 12th for a workshop regarding self-study for accreditation. Two more people are invited to attend as West can send up to ten people.

7. Outcome Measures - Rebecca Tillberg, Dean of Research and Planning, handed out her report on ARCC Indicators of Student Achievements over Time for 2010. This report measures a student’s progress over time. West is doing fairly stable and the number of students receiving degrees is increasing. Rebecca reported that the best outcome is the vocational education program at West with around 85% course rate completion. This discussion will be continued at next Divisional Council meeting of April 6th.

Jack Ruebensaal stated the student population is changing and the quality of students is improving at West. The discussion regarding transfer issues will be continued at next Divisional Council of April 6th.

Discussion with Richard Block will be continued at next Divisional Council. A new program will be discussed where students who have earned 17 units at West can transfer to Cal State Dominguez Hills.

8. Turner Construction Update – Allan Hansen, Facilities Director at West, presented an update on the Bond construction at West. The new math/science building received a beneficial occupancy authorization to go into the building without a hard hat. Students are not allowed. Allan introduced Angela Randall, MOVE manager for West. Faculty should be able to move into the MSA building after spring break. The secondary access road has to be opened by the middle of March after spring break.

- Math, Science, Allied Health are moving into the MSA. The goal is spring break.
- Dental Hygiene will move into the MSB two-story building.
- Pharmacy Tech program will move to the SC building temporarily.
- Kathy Walton is moving to the D Village.
- There is a six month delay to the Student Services building and a tentative completion date of June 2011 has been set for the North Parking Structure. Start date for North Parking structure is April 5th.
- Bookstore will move to the D Village
- ASO will move to the D Village
- Admin. of Justice and Political Science will move to the D Village
- Paralegal will move to the D Village
- SC bldg. will be totally vacant one year from now and is a temporary swing space
- Most of A buildings are moving to D Village and a few to the SC building
- A12 and A13 will not move until their buildings are completed

Divisional Council Dates: Feb. 2, March 2, April 6, May 4, June 1
First Tuesday of every month
Fourth floor of HLRC
1:00 – 3:00 pm
Divisional Council

- There was an urgent request for more restrooms in the D Village for faculty and staff as there are only two now.

- Buses will go back to Lot 7.

Deconstruction of the following buildings is scheduled during spring break:
- A4, A5, A6, A8, A9, A10

Construction of the TLC building is getting ready in approximately 3-4 weeks. The Watson Center is being delayed for one year. A 20-foot wall will be installed to reduce the dust, noise pollution, and visual disturbance during entire phase of construction.

Allan asked chairs if he needs to go back and revisit the classroom assignments. He cannot change the structure of buildings but can make alterations and has to go through Building Program Management and Work Environment Committee and brought this as a recommendation to Building Program Management Committee.

Vice President Bob Sprague suggested scheduling a meeting with Allan and Angela to reconsider building assignment plans with limited alternatives. The college will work with Allan and Angela to come up with alternatives to reconsider too small spaces. This will be a totally inclusive and transparent process and all chairs are invited to attend who want to reconsider. Language Arts stated the best meeting time for them is at 1 pm.

There was a request to make the SMART classrooms with a capacity of 34 without reducing capacity below 30.

Meeting adjourned at 3:30 p.m.