Record of the Meeting
Tuesday, February 1, 2011
Fourth Floor HLRC – 1:00 pm

Present: Abraha Bahta, William Bucher, Anna Chiang, Lartee Harris, Betty Jacobs, Lisa Kamibayashi, Sherron Rouzan, Jane Witucki

Others: Mary-Jo Apigo, Judith Fierro, Judith-Ann Friedman, Eric Ichon, Fran Leonard, Helen Lin, Barry Sloan, Bob Sprague, Rebecca Tillberg

Guests: Rose Marie Joyce

1. Call to Order
Vice President Bob Sprague welcomed the Chairs back to Divisional Council for the first meeting of spring 2011. The VP announced that West is 5% lower at this time.

2. New Link to West
Eric Ichon shared a video clip from youtube.com from RSA Animate -titled, “Changing Education Paradigms-How do we educate our children to take their place in the economics of the 21st century?”

3. Program Review for Spring 2011
Mary-Jo Apigo shared the status of program review for fall 2010. Most divisions have submitted their program reviews. Planning goals should be captured in this section. Part 2 is Planning to Budget with Planning Actions and Resource Requests. For spring 2011 Program Review there is an opportunity to create, revise, or add any new programs. Spring program review will be aligned with budget prep calendar and will be emailed to all chairs in about 3 weeks in pdf format. Mary-Jo is planning weekly workshops in Tech Fair for the Chairs to drop in and get assistance. The VP thanked Rebecca for her excellent work in designing the program review website and in conducting research.

The VP announced that West Todd Matosic will be the new SLO Coordinator. Todd will have a small working group that he will work with: Mary-Jo Apigo and Kell Stone. He will report officially to Curriculum Council which reports to the Senate.

4. Principles for Prioritizing Programs and Services
Rebecca reported that Dr. Joyce had tasked the Planning Committee to come up with a prioritized list of programs and services that will go to College Council and then be sent to Dr. Joyce to use as a guide in making decisions.
about prioritizing the budget. The Planning Committee based their priorities on the list that the District has developed. The committee incorporated some of West's Mission and Vision values and looked at the college planning budget proposal. Judith Fierro will forward some of these documents to those who would like a copy of these materials. The range to reduce programs and services is somewhere between 5 & 15%. Dr. Joyce stated if 15% cut does go through, the college would have to look at personnel.

5. New Student Email System
Michael Goltermann, Dean of Student Services, announced the new student email system that West has issued to all active West students.

6. Planned Project Proposals under Development
The VP announced there is a new Vice Chancellor of Workforce & Economic Development at the District.

7. Fall 2010 FTEF (FON) Projected LACCD Individual College Targets Status Report
The VP shared FON (Faculty Obligation Number) list of faculty in Student Services and Academic Affairs that West has hired since 2006-2007.

8. Faculty Performance Evaluations
The VP reminded all chairs to complete their faculty evaluations this spring semester. Bob has talked to Olga about conducting a workshop on evaluations for faculty who conduct evaluations.

The meeting adjourned at 2:14 pm