

Minutes of the Faculty Meeting
Business Division of West Los Angeles College
of February 20, 2019

Call to Order, Agenda and Prior Minutes. Per notice given, the faculty meeting of the Business Division of West Los Angeles was called to order at 1:00 p.m. on Wednesday, February 20, by Business Division Chair Gerald (“Jerry”) Ludwig in Room CE-204 at the college. With no dissensions the agenda was accepted as presented.

Present. Those present were Kay Boles, Charles Daniel, Gustavo Demoner, (Dean) Carmen Dones, Deanna Gossett, (Chair) Gerald Ludwig, Ashanti Lyles, Todd Matosic, Mark Rosen, Lorenzo Ybarra and guests Allison Tom-Miura, Irene Thomas-Johnson and Phyllis Meng.

Facilities Management Certificate. Carmen Dones introduced Allison Tom-Miura, Irene Thomas-Johnson and Phyllis Meng who gave a presentation on the non-credit Facilities Management Certificate that has been developed for the college. It was suggested that the Business Division consider duplicating the program on a “for-credit” basis.

Loyola Marymount University Partnership. Ashanti Lyles provided the division with an update on the LMU business and accounting transfer partnership. There will be a visitation day at LMU on Friday, March 1, 2019 and Ashanti asked us to please publicize the program. The program would be for new students and start in the fall 2019.

Great Banner. Charles presented our new public relations table banner for the division.

OER Update. Todd and Deanna presented an update on the use of Open Educations Resource (OER) material in several classes in business, communications and business law. The objective is for those courses to be fully OER by the fall 2019 semester.

ECD Update. Todd reminded us the ECD system for our courses again needs updating—a regular tri-annual project.

Associate Degree for Transfer. Deanna presented an outline of the accounting curriculum as to how it may be adjusted to conform to a recognized ADT.

Curriculum Committee Membership. Dean Dones and Chair Ludwig inquired as to who was representing the division at the Curriculum Committee meetings. Deanna said she was planning to attend during the next academic year. Chair Jerry said he would consider the matter further.

Perkins V. JDean Dones mentioned that the current academic year would be the end of the Perkins IV Program and that we would need to immediately plan for Perkins V, which program would begin with the 2019-2010 academic year and continue for four years. Todd stated that he would be attending today's Perkins Committee meeting on our behalf.

Office Hours. Jerry stated that he would appreciate information on the official requirement for office hours. Dean Dones said she would provide such information.

Adjournment. The meeting was adjourned at 2:16 p.m.

Respectfully,

Lorenzo Ybarra

Lorenzo Ybarra, MBA, CPA
Assistant Professor

Scriba momentarius