

WEST LOS ANGELES COLLEGE

Business Division



Aracely Aguiar, MBA
Dean of Career & Tech
Education

Business Division Meeting

Agenda

Thursday, August 23, 2018

1:00 PM

Welcome & Call to order

BUSINESS DIVISION

FULL-TIME FACULTY

Jerry Ludwig, Chair

Charles V. Daniel
Gustavo Demoner
Todd Matosic
Lorenzo Ybarra

BUSINESS DISCIPLINES

Accounting
Business
Business Law
Finance
Hospitality
Management
Marketing
Real Estate
Travel

Reports

New Hire- Introduction-Daniel (DeAnna Gossett)
Perkins—New requests due now
New Building report-Construction to start this semester.
Brochure status-Daniel
OER classes-Matosic-Demoner-Gossett
Goals for 2018-19- Discussion (2)
Work Blocks-complete- turned in today
Assembly Bill 705 discussion
Disciplinary forms and process-Student Services

Items from the floor

Adjournment

BUSINESS DIVISION MEETING
August 23rd, 2018 | 1:00 – 3:00pm

Meeting called to order at 1:02pm

In attendance: Gerald Ludwig, Charles Daniel, Gustavo Demoner, Todd Matosic, DeAnna Gossett, Arabian Morgan, Kay Bowles, Miryan Nogueira, Ara Aracely (made an appearance)

1. Call to Order – Introductions
 - a. Charles Daniels introduced DeAnna Gossett as the new full-time faculty member in the Business Division.
2. Discussion regarding DeAnna's assignment of classes
 - a. There was some discussion about DeAnna's schedule and about how DeAnna's classes got assigned.
3. The FFIP needs to be submitted. Do we want to hire a new faculty in the Business Division?
 - a. Jerry asked if we want to hire a new Business instructor or maybe a new Real Estate instructor
 - b. Gus questions a new Business hire as he is concerned with the number of classes that are available
 - c. Charles would like to defer and would like to ask for more information
 - d. Kay made the case for a full-time Hospitality instructor
 - i. Michelle Long-Coffee is adding exposure to the program
 - ii. Kay has gotten interest in creating ADT and AA degrees in hospitality. West can market an ADT or AA degree as the only school in district with a program like this
 - iii. Ritz Carlton is doing promotion with West and this work would be supported by the Hospitality department.
 - iv. Where are transfer degrees for Hospitality? Kay says that Cal Poly Pomona has a transfer degree and Cal State Long Beach also has a hospitality program
 - e. Gus agrees with a Hospitality hire
 - f. The question was asked "if Travel is going away as a discipline so where else could a full-time Hospitality instructor teach?"
 - g. Jerry thinks we could explore a Real Estate, Hospitality, or Business/Hospitality hire
 - h. A full-time Hospitality or Real Estate instructor is a concern in because all Hospitality and Real Estate classes are online, and we can't have a 100% online faculty
 - i. The question "can we combine a Business/Hospitality position so that there will be classes that are not online was asked?"
 - j. Charles says that if the FPIP is written for Hospitality then he supports it
 - k. Arabian shared an experience at his college where they hired an Entrepreneur instructor and the classes never made. He cautions against hiring in Hospitality before the demand is evident
 - i. Jerry suggests that we use Perkins funds, maybe 15K to 20K, to develop a Hospitality program and then put it in the following year. Kay should also talk to Year Up to see about building a Hospitality program

- ii. Todd suggests that we look at the data to determine where there is a need for a hire. Is there, based on data, an obvious choice for a career that we have overlooked?
- iii. Consensus decision – The Business division will wait until next year after we have looked at the data and the Hospitality program

4. OER Books

- a. Gus – originally decided to use OER for all his classes. Cengage was afraid of losing revenue and offered to give all the books for free for all of his classes as a trial hence making them quasi OER
 - i. At the end of the semester he has to write case study
 - ii. Gus mentions that Cyrus creates online OER classes
 - iii. Cyrus may be in the best position to vet OER classes
- b. DeAnna – her experience with Cerritos College is that they use OER for all of their Business courses. They have a relationship with the one of the CA grocery associations. The partnership is such that the grocers pay for courses for students and there are no book fees because everything is OER. Retail certificates account for over 40% of the completions at Cerritos.
- c. There is a concern about how we handle OER for Adjuncts? Do we make it required or optional?
- d. Charles suggests that it should be modeled after Accounting where we instruct Adjuncts which book to use.
- e. Arabian also uses OER at his school
- f. DeAnna has already used FlatWord for Bus 31, 32, Gus & Miriam have used Lumen for Bus 1. DeAnna will use OER for Bus 31, Todd for Bus 32, and Gus for Bus 1 & Bus 5
- g. Consensus – DeAnna & Todd are going to continue to test OER for the Fall Semester. We will reconvene at the end of the semester, debrief, and establish a department policy in the Spring 2019 for Fall 2019 implementation
- h. Gus to head OER charge and Miriam will help

5. Perkins Funds

- a. Jerry asked if anyone needs a computer desk to stand up. They are available through Perkins if there is any need
 - 1. Gus - yes
 - 2. Charles - no
 - 3. Todd - no
 - 4. DeAnna - no
 - 5. Charles will check with Lorenzo about the desk
 - 6. DeAnna asked about other accommodations and was instructed to ask Hector for the back support ergonomic test
- b. Todd in now charge of Perkins for the department
 - i. Todd reports that Carmen did push through our Perkins report last year
 - ii. As a division, we must decide what do we want from Perkins. We gave back a lot of money last year.
 - iii. Charles reports that he did the division brochure with Perkins money with Michelle
 - 1. We will have brochure this semester
 - 2. Postcards, table cloth, banner and non-paper items are approved

3. Paper items are still in the process of getting approved
4. Charles will bring samples by the next meeting
5. Jerry asked where we can store the supplies and who should be responsible them
6. Charles will talk with Michelle
- iv. We need to identify our Perkins requests
 1. Todd says we should look at the minutes meeting from the Advisory Board to see what they suggested we request. Will forward minutes from meeting
 2. Possible conferences:
 - a. Hospitality conferences
 - b. Real Estate conferences (conference at the end of September)
 - c. Accounting in Texas conferences
 3. DeAnna will send an email to Jerry with the gathered Perkins requests
6. Ara Aracely – Academic Affairs
 - a. LMU has a district-wide MOU for a guaranteed admission program with LMU. One of most impacted programs at LMU is Business
 - i. We have a lot of students who don't get into LMU
 - ii. We are looking to create a 2 + 2 (2 years at Community College and 2 Years at a 4-year) with LMU/ CSU/ Cal State
 - iii. Will meet in October to hash out details
 - iv. Faculty will have a meet and greet at LMU; we should find out how many Business faculty have taught at LMU
 - v. The goal is for LMU to fundraise to fund the 2-year tuition for 20 students at LMU
 - vi. A suggestion was made that we should market ourselves at Community College of the Silicon Beach as LMU is using College of the Silicon Beach
 - vii. The LMU Scholars could be in the Business Administration track
 - viii. Ara will meet with Jerry to make plans for LMU
 - b. LA/CA Promise
 - i. New program where 1st time college students have tuition paid free
 - ii. Must be full-time, must apply for FAFSA but does not need to be approved for financial aid, must be a CA resident. Angel Viamontes is heading the program. We currently have 300 promise students
 - iii. 1st Year Experience can be Business Admin Track but you can be a Promise student and have other majors too
 - c. Ara must meet with division to talk about funding

Additional items on Agenda are tabled for next meeting. Next meeting will be on 3rd Wednesday at 1pm.

Meeting adjourned