West Los Angeles College
Meeting of the Academic Senate
Approved Minutes
February 24, 2015
SSB 414

Present: President, Foster, Adrienne; Vice President, Bailey-Hoffman; Secretary, Norris, Clare; Cordova, Luis, Treasurer; Senator-at-Large, Hunter, Casey; Library, Lin, Ken; Senator at Large, Leonard, Fran; Aviation, Travel, and Hospitality, Moy, Jack; Language Arts, Manner, Kimberly; Blustein, Bonnie; Science, Bahta, Abraha; Social and Behavioral Sciences, Barragan, Norma; District Senator, Young, Helen; Health/PE, Hager, Rob; Adjunct Faculty Senator, Winter, Anne; Library, Lin, Ken; Senator-At-Large, Kelley, Katie; Senator-At-Large, Taylor, Alice; Adjunct Faculty Senate Representative, Porter, Arnita; Senator-At-Large, Witucki, Jane; Computer Science, Chiang, Anna;

Absent: Business, Jacobson, Nikki; Senator-At-Large, Samilton, Jawell; Humanities & Fine Arts, Sweeney, Joyce; Allied Health, Dones, Carmen;

Guests: Coleman, Jason, Applied Technologies/Travel; Abu-Ghazaleh, Nabil, President; Gallegos, Dolores, Child Development; Sander, Nancy, Lang Arts; Stapleton, Buck, BSS; Siever, Patricia, History; Triviso, Rudy, Aviation; Considine, Kevin, MPTP; Boghos, Yervant, Allied Health; Alexander, Linda, Lang Arts; Quitschau, Karen, Language Arts; Bakeer, Kenyatta, Child Development; Peterson, Laura, Film Production; Considine, Kevin, Film Production; Jones, Walter, Academic Affairs; Russell, Tim, Learning Skills; Miele, Peter, Travel/Hospitality

Meeting Called to Order at 12:54pm

I. ORGANIZATIONAL ITEMS
a. Confirmation of the agenda
   1. Agenda confirmed as amended MSP
b. Confirmation of the February 10, 2015 minutes.
   Minutes accepted as presented. MSP

II. ASO Report (McCracken)
a. M. McCracken apologized for not making the recent Senate meetings.
b. He announced that the ASO officers are planning the upcoming Club Rush.
c. The next General Council meeting will happen Thursday, February 26 at 2:00pm
d. He expressed his concern about the ongoing food service issue. ASO members see the current food truck that is serving hot food on campus from 2:30-8:30 as a small victory; they are still not fully satisfied.
e. He also reported that ASO’s new Preferred Parking is a great success and has doubled their budget.

III. LANGUAGE ARTS DIVISION REPORT
a. Language Arts Division faculty members presented a PowerPoint presentation and explained innovations in the three disciplines like Acceleration @ West and the Puente Project, in English; Reading Apprenticeship and Flipping the Classroom in ESL; and using Etudes and mindset training in Communication Studies.

IV. ADMINISTRATION REPORT (Sprague)
a. Vice President Sprague reported on the second quarterly District FTES review meeting. West is projected to have a $250K positive balance this year, and 4.75% growth is projected.
b. B. Sprague reported that he learned that SSSP has a $1.2 million budget this year, and next year’s will likely be about $1.7 million, which is significant for growth.
c. The projected incoming for Lottery funds amount to $278,000 for instructional materials, mostly subscriptions and book collections for the library.
d. The latest average class size is 30-31 students. The goal is for the college to keep that number above 30, ideally 33 or 34. He encouraged faculty members to add students who will replace dropped students until census.
e. Women have had a 6% drop in enrollment. Priority registration and prerequisites/corequisites newly enforced were discussed as possible explanations for West’s decrease in enrollment.
f. The issue of picking up and submitting forms to Admissions and Records came up, and B. Sprague offered to have forms available in Academic Affairs, and reported that he has been working on this issue with P. Braxton.
g. The FPPIP commitment for 15 faculty members: 10 new positions, 2 replacements from last fall and 3 replacements for retirees.
h. West is planning to buy an ad in the Chronicle of Higher Ed.

V. PUBLIC SPEAKERS: Speakers may speak no more than 2 minutes per speaker on any agenda item not yet discussed. (NONE)

VI. OFFICERS’ REPORTS
a. Adrienne Foster – President
   1. A. Foster recognized Holly Bailey-Hofmann as new Senate Vice President and recognized Judy Chow for her service as the former Vice President.
   2. She also announced that on March 6 from 11-1 the AFT and Senate are sponsoring a workshop for adjuncts on how to get a full time job.
b. Holly Bailey-Hofmann – Vice President (No Report)
c. Luis Cordova – Treasurer (No Report)
d. Clare Norris – Secretary (No Report)

VII. ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION
1. District Academic Senate (Young)
   a. A task force being formed to look at the chancellor’s District Directive 70 on the topic of Collegial Consultation.
   b. The DAS members are hoping all campuses get through their hiring processes by the end of this semester.
   c. Kurt Riesberg presented on AB86, the Adult Education bill. A task force visited a college in San Diego to examine a successful Adult Education-Community College program that has existed since the 1970s.
   d. Discipline Day is happening this Friday, February 27.
   e. The District office is looking for faculty input on the new SIS.
   f. The prerequisite policy is a noticed motion for the March meeting.
2. Curriculum (Witucki)
   a. She distributed the Committee report and explained the Computer Science issue with ADTs. Like many other colleges, West’s ADT got rejected because the units exceed the allowable number.
   b. ACTION: MOTION: To approve the Curriculum Committee Report. MSP
      i. A. Foster encouraged Senators to urge their representatives to attend Curriculum Committee meetings.
3. Facilities (Witucki)
a. A question was asked about the Math division’s objection to Phase II of the Facilities plan.
b. A company approached President Abu-Ghazaleh about building student housing.

4. Divisional Reorganization (Foster)
a. A. Foster heard from three divisions in response to the Divisional Reorganization proposal: Social and Behavioral Sciences; PE, Dance, and Health; and Humanities and Fine Arts
b. A question was asked about the process for consultation about this proposal.
c. Article 17 of the Contract says that the president consults with the Senate and AFT on Divisional Realignment.
d. A. Winter reported that the Humanities and Fine Arts division met to discuss the reorganization plan, and J. Sweeney will submit minutes. The president’s original proposal was rejected. They offered a revision. Concerns were raised around resources. The point was made that Philosophy is not a social science.
e. A. Foster recommended communication between divisions with proposed movement.
f. Decisions must be submitted by March 10.
g. The Math division faculty had some informal discussion about what disciplines might be a good fit, if they were to request to merge.
h. A question was asked about Alcohol and Drug Studies being moved into Allied Health. The proposed program titled “Communication, Entertainment, and Media Arts,” which does not include the Communication Studies discipline was discussed. Concerns were raised that this might cause confusion.
i. At their February 23rd division meeting the Behavioral and Social Sciences division faculty members voted not to reorganize and not to approve the president’s proposed plan. One justification is that Administration of Justice and Child Development should follow most current models and stay in the same division. The vote is reflected in the minutes from that meeting.
j. Applied Technology - The Aviation discipline is concerned about maintaining FAA standing. They are considering recommending being a stand alone division.
k. A Travel instructor offered input.
l. The Business division met and discussed the reorganization alternatives but did not offer a report.
m. Health, PE, and Dance voted to stay as is.
n. Language Arts will meet and discuss the proposal tomorrow. F. Leonard mentioned the confusion for students not having Foreign Languages housed in Language Arts.
o. The proposal recommends collaboration between Computer Science and Multimedia.
p. A recommendation was made to revise the Divisional Realignment policy.
q. Senators will vote on the motion on March 24.
r. The recommendation was made that the Senate make time in the March 10 meeting to have a full discussion (committee of the whole) of this issue.
s. A. Foster strongly recommended that faculty members discuss the issue amongst themselves so that they are educated and exposed before the March 10th meeting.
t. The discussion should include the issues of pedagogy and data.
u. This could be seen as an opportunity for reinvigoration and new ideas

5. Educational Policies and Standards (Bailey-Hofmann)
a. H. Bailey Hofmann discussed the upcoming Program Viability study to be done of the Travel and Hospitality disciplines.
b. ACTION: MOTION: To establish a special workgroup for an abbreviated program viability study of the travel and hospitality disciplines.
c. AMENDED MOTION: To establish a special workgroup for a program viability study of the travel and hospitality disciplines.
d. PERFECTED MOTION: To establish a special workgroup for a program viability study of the travel and hospitality disciplines. MSP
e. The EPSC will meet tomorrow, February 25 from 3 to 4 in PCR.

f. A. Foster made the point that this Committee should also review West’s hiring policy.

6. Accreditation Midterm and Self Study 2016 (Taylor)
   a. A. Taylor distributed a handout.
   b. The ACCJC has indicated that our Midterm visit will be scheduled for some time in March, but since the ACCJC requires colleges to have their reports in the hands of the visitors six weeks in advance of the visit, this doesn’t seem possible.
   c. She reviewed the recommendations West has been addressing over the last two years.
   d. She distributed an outline of the 2016 Self Evaluation standards’ committee organization.
   e. She invited folks to attend the upcoming meeting on March 9th.

7. Student Success (Norris)
   a. The Committee’s next meeting will be held Wednesday, March 4 at 3:00 in GC210K.
   b. C. Norris distributed the February edition of the ATDetails newsletter and announced the upcoming ATD Coach visit scheduled for Thursday, February 26 and the Instructional Support Workgroup meeting next week.

8. Distance Education Report (Alexander)
   a. The Committee is revising the online instructor’s handbook.
   b. A. Porter reported on OEI progress. The State selected Canvas as its Course Management System.
   c. Canvas and Etudes were discussed as possible CMSs, but it was made clear that Etudes was never an option for OEI (CMS) consideration. Rollout of the new CMS would start in 2016 but go on for several additional years.
   d. Contact Eric Ichon or Arnita Porter for further information.
   e. Three CMS finalists for OEI were Moodle, Blackboard, and Canvas.

9. SLO Report (Cordova) – No report

10. Professional Growth Committee (Manner) – No report

11. Planning and Institutional Effectiveness (Dones) – No report

12. Budget Committee – no report

13. Resource Development (Boutry) – no report

VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS

a. Monday, March 2 at 1:00 Betty Jacobs Memorial
b. LACCD District Academic Senate Discipline Day and SSI Summit February 27, 2015
c. Area C ASCCC meeting, Cerritos College, March 28, 2015
e. Spring Plenary Session, SFO Westin Hotel, April 9-11, 2015

f. ADJOURNMENT – 2:51pm

   Next meeting: March 10

Respectfully submitted, Clare Norris