



1 **West Los Angeles College**
 2 Meeting of the Academic Senate
 3 Approved Minutes
 4 March 10, 2015
 5 SSB 414

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 7 **Present:** President, Foster, Adrienne; Vice President, Bailey-Hoffman; Secretary, Norris, Clare; Cordova,
 8 Luis, Treasurer; Senator-at-Large, Hunter, Casey; Library, Lin, Ken; Senator at Large, Leonard, Fran;
 9 Aviation, Travel, and Hospitality, Moy, Jack; Language Arts, Manner, Kimberly; Blustein, Bonnie;
 10 Social and Behavioral Sciences, Barragan, Norma; District Senator, Young, Helen; Health/PE, Hager,
 11 Rob; Adjunct Faculty Senator, Winter, Anne; Library, Lin, Ken; Senator-At-Large, Kelley, Katy;
 12 Senator-At-Large, Taylor, Alice; Adjunct Faculty Senate Representative, Porter, Arnita; Computer
 13 Science, Chiang, Anna; Senator-At-Large, Samilton, Jawell; Humanities & Fine Arts, Sweeney, Joyce;
 14 Allied Health, Dones, Carmen;

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 16 **Absent:** Business, Jacobson, Nikki; Senator-At-Large, Witucki, Jane; Science, Bahta, Abraha;

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 18 **Guests:** Coleman, Jason, Applied Technologies/Travel; Abu-Ghazaleh, Nabil, President; Triviso, Rudy,
 19 Aviation; Boghos, Yervant, Allied Health; Alexander, Linda, Lang Arts; Russell, Tim, Learning Skills;
 20 Mirmovitch, Vered, Science; Ogami Avila, Joy, Allied Health; Trujillo, Susan, Library; Tillberg,
 21 Rebecca, Research and Planning; Banday, Patricia, Coordinator SS&SP; Chang, Ana, Assessment;

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 23 **Meeting Called to Order at 12:56pm**

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 25 **I. ORGANIZATIONAL ITEMS**

- 26 a. Confirmation of the agenda
 - 27 1. Agenda confirmed as amended **MSP**
- 28 b. Confirmation of the February 24, 2015 minutes.
 - 29 1.C. Norris showed the changes she made to the minutes based on email feedback she
 - 30 received.
 - 31 Minutes accepted as amended. **MSP**

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

- 36 a. Susan Trujillo announced about the “One Book” initiative proposed for next semester and
 37 brought copies of the proposed books: *The Immortal Life of Henrietta Lacks*, *The New Jim Crow*,
 38 and *Southland*. Many colleges have similar initiatives.
- 39 b. She also announced that the library is doing a workshop series on MLA format and APA
 40 workshop and a database searching workshop, etc. She requested that Senators spread the word.
- 41 c. Jason Coleman offered an update on scholarships. The applications will open March 16 and
 42 the deadline is April 17. The awards ceremony will be held Saturday, May 30, and a guest
 43 alumnus will speak. After this year, the scholarship application process will move to the Fall
 44 semester and will be followed by a Scholarship awards gala.

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 46 **III. ASO Report (McCracken) - None**

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 48 **IV. ALLIED HEALTH DIVISION REPORT**

- 49 a. The Allied Health Division faculty members offered a PowerPoint presentation focused on
 50 their SLO dialog and equity issues around gender and ethnicity.
- 51 b. J. Ogami Avila presented on SLOs. She explained some of the changes members of the
 52 division have implemented. Instructors are now more prepared for SLO assessment. They are



1 looking forward to implementing these models with the new Bachelors degree and other
 2 programs. She uses Google Drive to store and monitor assessments. C. Dones explained the
 3 equity gaps in the programs and a discussion ensued about the reported gaps.

4 c. Questions were raised about background checks and whether that might discourage certain
 5 populations on campus from joining the program. There was also a suggestion of a potential
 6 solution for the college to offer services to assist students with criminal records who are
 7 interested in the program.

8 d. C. Dones described demographics of students in programs and described upcoming programs.
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10 **V. OFFICERS' REPORTS**

11 a. Adrienne Foster – President

- 12 1. West is hosting a Board of Trustees meeting tomorrow, March 11 at 3:30pm.
- 13 2. She reported being asked about an awards process for faculty and especially adjunct
- 14 faculty members who are active on campus.
- 15 3. State Senate resolutions are available online.
- 16 4. Accreditation Midterm visit is scheduled for March 24 and 25. As a result, the next
- 17 Academic Senate meeting will be held in in GC160.
- 18 5. Counseling division will elect a senate rep on March 11, and A. Foster appealed to the
- 19 math division to elect a representative. One response was that many math faculty
- 20 members teach during the Senate meeting time.
- 21 6. There are still District Senator openings. Interested parties should contact her.
- 22 7. R. Tilburg responded to A. Foster's comments about the Accreditation Midterm visit
- 23 that she had just received an email saying that West's visit has been cancelled.

24 b. Holly Bailey-Hofmann – Vice President

- 25 1. The March 5 College Council meeting addressed the issue of the BoT leasing part of
- 26 the Airport campus and moving forward with developing the property at 10100 Jefferson
- 27 Blvd, both without prior notice or committee meetings. The college community should
- 28 offer support and participation at the upcoming BoT meeting. H. Bailey-Hofmann
- 29 invited Senators to wear their West constituency t-shirts. F. Leonard read the College
- 30 Council resolution.
- 31 2. Educational Policies and Standards Committee will meet next on March 25.

32 c. Luis Cordova – Treasurer

- 33 1. He offered clarification on paying senate dues.
- 34 2. The minimum donation under payroll deduction is \$2.50 per month. Faculty members
- 35 who want to be part of the faculty giving society must give \$12.50. Money raised in the
- 36 fall goes into this current round of scholarships. Faculty members can also pay L.
- 37 Cordova directly by check or cash.

38 d. Clare Norris – Secretary (No Report)
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41 **VI. COMMITTEE OF THE WHOLE**

- 42 a. **ACTION MOTION:** Move to Committee of the Whole. **MSP**
- 43 b. A. Foster reminded Senators of ground rules she emailed.
- 44 c. N. Barragan asked if the Senate is going back to the president's proposal, what was the point
- 45 of the Senate president's request for minutes etc. from disciplines for the February 24 meeting. A.
- 46 Foster responded that that request was designed to prepare division faculty members for this
- 47 discussion.
- 48 d. K. Manner reported that Language Arts faculty members voted unanimously to welcome
- 49 Foreign Languages and ASL into their division.
- 50 e. J. Sweeney reported on the Humanities division's full division meeting recommendation is
- 51 that the visual arts should be grouped together and the performing arts should be grouped
- 52 together.

- f. The Philosophy discipline wants to stay with visual arts. Foreign Languages would like to stay in the division with Humanities and Foreign Languages consider themselves a cultural program as opposed to a Language Arts program.
- g. Faculty members in the Behavioral and Social Sciences division voted for their division to stay as is.
- h. C. Canales, who teaches Psychology, stated in an email that she does not want to move Alcohol and Drug Studies into Allied Health because it would be too complicated. The classes in the program are all psychology classes.
- i. Faculty members in Health, PE, and Dance also voted to remain intact.
- j. A. Foster talked about the importance of getting input from different division faculty members in meetings.
- k. B. Blustein recommended that input from the faculty members the college president is proposing to move from one division to another should be heard as the most important consideration in this process. The opinions coming from members of the sending and receiving divisions are not as important.
- l. Members of the Business division met on February 18 and March 4, and they voted to be divided into two divisions: Business and Legal studies. They submitted their list of disciplines for each division via email.
- m. K. Lin reported that the Library and Education division faculty members recommended a viability study be conducted of Learning Skills, the Learning Center and tutoring.
- n. The Computer Science division faculty members are open to working with faculty members in the Multimedia discipline but not to reorganizing any of those disciplines.
- o. The question was raised about the Business division's recommendation and whether social science faculty members were consulted.
- p. A. Aguiar reported that the Business division was discussing the college president's proposal, and responded based on the proposal on the table.
- q. N. Abu-Gazaleh offered input. The disciplines will not change, only the grouping of those disciplines. Contractual issues are tied to disciplines, not divisions.
- r. The question was asked about how courses are allocated. He explained that the process starts with the division chair being asked for recommendations of how to allocate courses. They, of course, look at student demand, which typically changes over time.
- s. J. Moy expressed the desire to keep the Aviation discipline name in whatever division. They are open to being a standalone division.
- t. The HFA faculty members agreed that unlike the Foreign Languages discipline, the American Sign Language discipline fits in the Language Arts division since ASL is "English." A debate ensued about that point, and a follow-up question was asked about the cultural aspects of ASL and the deaf community.
- u. Computer science will remain the same in the proposal.
- v. **ACTION MOTION:** Motion to return to regular business of the Academic Senate. **MSP**

VII. ADMINISTRATION REPORT (Abu-Gazaleh)

- a. He reiterated the announcement about the cancelled Accreditation midterm visit and called this development "very unusual" and "top notch". West has accomplished and maintained its improvements and showed evidence of changes. He will put out a press release when he gets the official paperwork from the commissioner.

VIII. ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION

- 1. Divisional Reorganization – **ACTION: NOTICED MOTION:** To accept the divisions' reports.
- 2. Student Success/ATD Core Team (Norris)
 - a. C. Norris reported that the Instructional Support Workgroup has met once and had an extensive discussion of the history and the current state of Instructional Support at West.



- 1 b. She also reminded Senators of the Professional Learning subcommittee meeting
- 2 immediately following the Senate meeting at 3:15pm.
- 3 c. A. Porter reminded Senators of the May 14 Poster Showcase.
- 4
- 5 3. SLO Committee (Cordova)
- 6 a. L. Cordova reported on faculty members' increased participation in the SLO
- 7 assessment process: 93% of Fall 2013 courses have been assessed, and 86% Spring
- 8 2014 courses have been assessed.
- 9 b. The Committee has scheduled more SLO summits.
- 10 c. He requested that faculty submit assessments to slo@wla.edu.
- 11 d. Division workshops are happening.
- 12 e. Next meeting: March 23. He reported increased participation in the committee.
- 13 4. Accreditation Self Evaluation 2016 (Taylor)
- 14 a. According to the commission's guidelines, West is behind in preparing our upcoming
- 15 self-study.
- 16 b. Groups working on the Standards are now being called "Standards Clusters".
- 17 c. There is room for faculty on all of these committees. The workshops will happen on
- 18 the second Mondays of the month.
- 19 5. SS&SP Report (Banday)
- 20 a. P. Banday distributed information packets for SS&SP students and offered a
- 21 PowerPoint presentation.
- 22 b. She offered some background information about SS&SP for the Senators.
- 23 c. She talked about the Common Assessment Initiative and that West is participating in
- 24 the statewide pilot program for the Common Assessment.
- 25 d. She described the SS&SP structure: The SS&SP Advisory Committee reports to the
- 26 SEAC Committee and the Advisory Committee meets regularly. She also outlined
- 27 the staff in SS&SP.
- 28 e. She shared that there is a budget of over \$1 million for direct services.
- 29 f. She also listed and described the services provided: Orientation, Assessment,
- 30 Counseling, and Follow-Up
- 31 g. The question was asked about instructional faculty participation in Major workshops
- 32 and about discipline advising. The discipline advising pilot for this academic year
- 33 was mentioned.
- 34 h. She explained the SS&SP goals. She also showed data that showed the increase in
- 35 student assessments.
- 36 i. The SS&SP advisory group is working with the researchers on examining West's
- 37 assessment practices.
- 38 6. Planning and Institutional Effectiveness (Taylor)
- 39 a. C. Dones reported on the February 27th meeting for Prioritization of Research
- 40 Requests.
- 41 b. The prioritization focused on equipment.
- 42 c. A question was asked about last year's prioritization list rankings and the relationship
- 43 with this list. Clarification was offered that when a new list is approved, it takes
- 44 priority over the previous one.
- 45 d.
- 46 7. Budget Committee – no report
- 47 8. Resource Development (Boutry) – no report
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49 **IX. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS**

- 50 a. District Academic Senate Meeting, LATTTC, March 12, 2015
- 51 b. Area C ASCCC meeting, Cerritos College, March 28, 2015
- 52 ~~c. ACCJC Midterm Visit March 24-25, 2015~~
- 53 d. Spring Plenary Session, SFO Westin Hotel, April 9-11, 2015



- 1 e. Next week is the deadline for the Transfer Honors Program
- 2 f. Saturday, March 14 is the closest to Pi our date will get. The date will be celebrated by
- 3 math enthusiasts: 3.14.15 9:26.
- 4 g. SLO Assessment Summit March 20 11:00-1:30
- 5 h. Board of Governors will approve the Dental Hygiene Bachelors Degree

6 **ADJOURNMENT – 2:51pm**

7 **Next meeting: March 24**

8 **Respectfully submitted, Clare Norris**