



1 **West Los Angeles College**
 2 Meeting of the Academic Senate
 3 Approved Minutes
 4 March 24, 2015
 5 Winlock Lounge

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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; Senator at Large, Leonard, Fran; Language Arts,
 9 Manner, Kimberly; Blustein, Bonnie; Social and Behavioral Sciences, Barragan, Norma; District Senator,
 10 Young, Helen; Health/PE, Hager, Rob; Adjunct Faculty Senator, Winter, Anne; Library, Lin, Ken;
 11 Senator-At-Large, Kelley, Katy; Senator-At-Large, Taylor, Alice; Adjunct Faculty Senate Representative,
 12 Porter, Arnita; Computer Science, Chiang, Anna; Allied Health, Dones, Carmen; Senator-At-Large,
 13 Witucki, Jane; Humanities & Fine Arts, Sweeney, Joyce; Counseling, Jones-Jamison, Tamara

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 15 **Absent:** Business, Jacobson, Nikki; Science, Bahta, Abraha; Senator-At-Large, Samilton, Jawell;
 16 Aviation, Travel, and Hospitality, Moy, Jack; Library, Lin, Ken;

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 18 **Guests:** Coleman, Jason, Applied Technologies/Travel; Abu-Ghazaleh, Nabil, President; Trujillo, Susan,
 19 Library;

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

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 23 **I. ORGANIZATIONAL ITEMS**

- 24 a. A. Foster welcomed Tamara Jones-Jamison as a new Senator elected as the representative of
- 25 the Counseling division.
- 26 b. Confirmation of the agenda
 - 27 1. The Math division has postponed its division report for the next Senate meeting
 - 28 2. Agenda confirmed as amended **MSP**
- 29 c. Confirmation of the March 10, 2015 minutes.
 - 30 1. C. Norris shared the changes she made to the minutes based on email feedback she
 - 31 received.
 - 32 Minutes accepted as amended. **MSP**

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 34 **II. ADMINISTRATION REPORT (Abu-Ghazaleh)**

- 35 a. President Abu-Ghazaleh complimented West on our planning process. He expressed
- 36 excitement about the One Book choice of *The Immortal Life of Henrietta Lacks* and the upcoming
- 37 Poster Showcase and film festival.

38 **III. PUBLIC SPEAKERS:** Speakers may speak no more than 2 minutes per speaker on any agenda item
 39 not yet discussed.

- 40 a. Jason Coleman spoke on the current scholarship application season and distributed flyers
- 41 faculty members to share with students.
- 42 b. C. Dones announced that the Allied Health team attended the Board of Governors meeting
- 43 and got final approval for West's bachelor's degree.
- 44 c. S. Trujillo announced the One Book selection and the next One Book FIG next meeting as
- 45 Monday, April 13 at 2:00.
- 46 d. A. Porter announced that the students will integrate golden lines from the selected book for
- 47 the film festival, which is part of the May 14 Poster Showcase.

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 49 **IV. MATH DIVISION REPORT**

- 50 a. Rescheduled



1 **V. ASO Report (McCracken)**

- 2 a. M. McCracken submitted a written report.

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4 **VI. OFFICERS' REPORTS**

- 5 a. Adrienne Foster – President

6 1. She encouraged Senators to participate in the college's Self Evaluation work. It is
7 especially critical that West not get any sanctions because a sanction could jeopardize the
8 bachelor's degree.

9 2. A concern was raised that the bachelor's degree might attract a new crop of students to
10 the already-impacted general education courses. Will sections be added to accommodate
11 more sections of those high demand courses?

12 3. A. Foster mentioned that the District may increase the number of faculty hires this year,
13 which may include another science hire.

- 14 b. Holly Bailey-Hofmann – Vice President (No report)

- 15 c. Luis Cordova – Treasurer

16 1. We have raised over \$400 this semester.

17 2. A senator asked about how many faculty members have opted into the automatic
18 deduction. He agreed to report back with that information.

- 19 d. Clare Norris – Secretary (No Report)

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22 **VII. ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION**

- 23 1. District Academic Senate (Young)

24 a. She listed approved motions: TPPC Digital Literacy Definition, Creation of DAS
25 Online Education Committee, District Prerequisite Policy, and E-103 Repetition

26 b. She also listed future action items: DAS Elections, Board Rule 6700 (Academic
27 Grading, Progress, and Renewal), and DAS Committees: Transfer, SSSP, and
28 Articulation

29 c. The Senate website is being updated.

- 30 2. Divisional Reorganization (Foster)

31 a. A. Foster reviewed the positions of each division

32 b. Language Arts division faculty voted unanimously to welcome Foreign Languages
33 and ASL into their division.

34 c. The Humanities and Fine Arts division voted only to move ASL into Language Arts.

35 d. The Behavioral and Social Sciences division voted to stay as is.

36 e. The Travel and Hospitality division submitted no written remarks.

37 f. Computer Science division members voted to stay as is.

38 g. The Business Division submitted a Proposal with some changes.

39 h. Learning Skills division members did not submit any changes.

40 i. The Allied Health division voted to accept proposed changes

41 j. **MOTION: ACTION:** Accept the division's reports. **MSP 3 Abstain**

42 k. Discussion: Concern was raised about the purpose of the ongoing Senate discussion
43 if the Senate's only role here is to approve/accept the reports.

44 l. A. Foster explained that she had sent out the brief, outdated realignment policy and
45 invited faculty members to volunteer to revise the policy, but no one volunteered.

46 m. The Educational Policies and Standards Committee has division reorganization on
47 the agenda within the next six months along with updating the outdated hiring policy.

48 n. The issue of the Senate's power over this matter came into question. The Senate has
49 an advisory role. Since the faculty members expressed limited openness to
50 reorganization, the Senate concluded it to be most appropriate to simply share each
51 division's wishes with the president rather than try to come to some type of
52 consensus.

- 1 o. A. Foster invited the concerned faculty members to work with the EPSC to revise the
2 policy.
- 3 p. EPSC will look at the process, which has value. The request was made for EPSC to
4 prioritize the revision of this reorganization policy.
- 5 q. Concerns about the reactive nature of the reorganization process was raised along
6 with the amount of time given to the Senate to deliberate. More consultation was
7 requested.
- 8 r. If the Senate had come to a decision that the Senators had strong feelings about
9 (consensus), perhaps we would have offered the college president something more
10 concrete from the Senate.
- 11 s. The EPSC is currently operating. The question was asked about how Senators can
12 use that Committee to resolve disagreements?
- 13 t. **MOTION ACTION:** Following the announcement of the final division
14 reorganization, Academic Senate will organize a social event to build collegiality and
15 solidarity. **MSP Unanimous**
- 16 u. B. Blustein volunteered to serve on the planning committee for the social event.
- 17 3. Curriculum (Witucki)
 - 18 a. She offered a list of courses approved at the last Curriculum Committee.
 - 19 b. Information from District Curriculum Committee meeting about moving English
20 classes into ESL sequences at Valley and Pierce Colleges. A question was asked
21 about minimum qualifications, and English faculty members who had been teaching
22 the ESL classes.
 - 23 c. **ACTION: MOTION:** To approve the Curriculum Committee report. **MSP**
- 24 4. Facilities (Witucki)
 - 25 a. J. Witucki announced the current budget shortfall of \$6 million for remaining
26 projects. A Facilities special meeting is being called. The date is TBA.
 - 27 b. Concerns were raised about the cause of the budget increase.
 - 28 c. **MOTION:** Academic Senate ask the president to request that the Board release all or
29 part of the \$11 million reserves that was removed from West's construction budget to
30 cover the shortfall. **MSP Unanimous**
- 31 5. Planning and Institutional Effectiveness (Dones)
 - 32 a. The next meeting is a joint meeting with the Budget Committee on Thursday, March
33 26 to evaluate Program Review.
 - 34 b. The validation of Program Review came up. The recommendation was made to
35 submit job announcements with requests for positions in Program Review and FPIP.
- 36 6. Self Evaluation 2016 (Taylor)
 - 37 a. Our visit is scheduled for this time next year. We are engaged in a systematic
38 collection of evidence to show that we are meeting standards. The Steering
39 Committee created a matrix of standards and college committees and where they
40 align.
 - 41 b. Curriculum Committee and SLO Committee have brainstormed.
 - 42 c. Standing Committees offer evidence and pass that on to the Standards Clusters for
43 further digestion.
 - 44 d. The first meeting on the second Monday of March of cluster groups was well
45 attended.
 - 46 e. On April 13 the workgroups will review the evidence grids and add to them.
 - 47 f. Exchange of evidence and interpretation is happening this Spring. The product
48 should be ready by the end of this semester. By the April 14 Senate meeting A.
49 Taylor will have more to offer.
 - 50 g. The Commission has said that these reports should be briefer.
 - 51 h. West's goal is to write about how we meet the standards.
 - 52 i. Upcoming event: Bob Pacheco is presenting for DPAC this Friday at Trade
53 Technical College.



- 1 j. She will have some written work to share at the April, May, and June Senate
- 2 meetings.
- 3 7. Student Success/ATD Core Team (Norris)
- 4 a. C. Norris distributed the March edition of *ATDetails*.
- 5 b. A. Porter distributed handouts about the May 14 Student Poster Showcase and the
- 6 West72 film festival. She explained new additions to the Showcase including a
- 7 weeklong arts festival. The Poster Showcase application is available.
- 8 c. K. Manner announced that the LACCD Culturally Responsive Teaching Summit is
- 9 happening at ELAC on Friday, March 27.
- 10 8. Distance Education (Alexander) No Report

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12 **VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS**

- 13 a. Any hiring committees that do not follow the DAS policy require official division
- 14 approval.
- 15 b. The next Area C ASCCC meeting will be held at Cerritos College on March 28, 2015.
- 16 c. A. Foster encouraged faculty members to participate in commencement.
- 17 d. The issue of classroom management and student discipline will be examined by the
- 18 Senate.
- 19 e. A Senator expressed concerns about the lack of transition services available for formerly
- 20 incarcerated students.
- 21 f. Mental health services need to be addressed.
- 22 g. Transfer/Mini Career Fair next Thursday, April 2.
- 23 h. The Chancellor’s office signed the MOU for pathways to HBCUs. A meeting will be
- 24 held this Friday to look at articulation across LACCD.
- 25 i. Online Teaching Conference June 18-19.
- 26 j. Spring Plenary Session, SFO Westin Hotel, April 9-11, 2015
- 27 k. Next week is the deadline for students to apply for the Transfer Honors Program
- 28 l. SLO Assessment Summit March 20 11:00-1:30

29 **ADJOURNMENT – 2:51pm**

30 **Next meeting: April 14**

31 **Respectfully submitted, Clare Norris**