



1 **West Los Angeles College**
 2 Meeting of the Academic Senate
 3 Draft Minutes
 4 December 9, 2014
 5 SSB 414

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 7 **Present:** President, Foster, Adrienne; Vice President, Chow, Judy; Secretary, Norris, Clare; Cordova,
 8 Luis, Treasurer; Humanities & Fine Arts, Sweeney, Joyce; Senator-at-Large, Hunter, Casey; Allied
 9 Health, Dones, Carmen; Senator at Large, Lin, Ken; Senator at Large, Leonard, Fran; Adjunct Faculty
 10 Senate Representative, Porter, Arnita; Senator-At-Large, Samilton, Jawell; Aviation, Travel, and
 11 Hospitality, Moy, Jack; Language Arts, Alexander, Linda; Blustein, Bonnie; Science, Bahta, Abraha;
 12 Library & Learning Resources & Counseling, Narez-Acosta, Alma;

13
 14 **Absent:** District Senator, Bakeer, Kenyatta; Senator-at-Large, Boutry, Katherine; Social and Behavioral
 15 Sciences, Barragan, Norma; Adjunct Faculty Senator, Taira, Kenneth; District Senator, Young, Helen;
 16 Computer Science, Chiang, Anna; Business, Jacobson, Nikki; Health/PE, Hager, Rob; Senator at Large,
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18 **Guests:** Coleman, Jason, Applied Technologies/Travel; Taylor, Alice, Accreditation Co-Chair; Bailey-
 19 Hofmann, Holly, English/EMP; Abu-Ghazaleh, Nabil, President; Gallegos, Dolores, Child Development;
 20 Witucki, Jane, Curriculum; Kelley, Katie, CDC; Rouzan, Sherron, Counselor; Winter, Anne, Humanities
 21

22 **Meeting Called to Order at 12:54pm**

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 24 **I. ORGANIZATIONAL ITEMS**

- 25 a. Confirmation of the agenda
 - 26 1. Agenda confirmed as submitted **MSP**
- 27 b. Confirmation of the November 25, 2014 minutes.
 - 28 Minutes were accepted as presented. **MSP**

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

- 32 a. President Abu-Ghazaleh thanked the Senate for compressing the meeting to accommodate
 33 Board Institutional Effectiveness Committee (3 board members) meeting occurring at 2:15.
- 34 b. That meeting will provide an opportunity to get feedback from the Board. He read the
 35 midterm report and found it readable. He delivered the application to chancellor for the Dental
 36 Hygiene Bachelors program. *Culver City News* reported on West's application. He expressed
 37 concern that the Chair of Board of Pasadena City College wrote in objection to Community
 38 Colleges offering Bachelor's degrees. He expressed the view that West is the best qualified
 39 institution to offer this program.
- 40 c. He has an appointment to talk with Senate president to discuss the FPIP list. The college will
 41 have 15 plus 2 positions.
 42
 43

44 **III. PUBLIC SPEAKERS:** Speakers may speak no more than 2 minutes per speaker on any agenda item
 45 not yet discussed. (None)
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47 **IV. COUNSELING DIVISION REPORT**

- 48 a. H. Young introduced counselor Alma Narez-Acosta who will present on Personal
 49 Development and Sharron Rouzan, the chair of the division.
- 50 b. H. Young listed SLOs, SAOs, and ILOs that the division assesses in a PowerPoint
 51 Presentation.

- 1 c. The division surveys students in order to assess the SAOs. They surveyed over 3,000 students
2 and received approximately 140 responses.
3 d. The Transfer Center also surveys students to assess the ILOs. They surveyed 100 students and
4 received 61 responses.
5 e. A. Narez-Acosta reviewed the SLO calendar and shared Personal Development course SLOs.
6 The division identified A. Narez-Acosta as the Division's faculty lead for SLOs to provide proper
7 support for faculty members working on SLOs. She expressed pride in the level of participation
8 in SLO assessment from counseling faculty.
9 The question was asked about whether A. Narez Acosta works with the SLO Committee as an
10 official facilitator, for which there is a stipend available.
11

12 V. ASO – No report

13 VI. OFFICERS' REPORTS

- 14 a. Adrienne Foster – President
15 1. The next DAS meeting is this Thursday, December 11.
16 2. A. Foster congratulated the Dental Hygiene program for its application.
17 3. The Senate Executive Committee will meet January 14 at 11:00 and February 3 at 3:00
18 4. Academic representatives need to be elected in new areas according to the revised
19 constitution.
20 b. Judy Chow – Vice President (No Report)
21 c. Luis Cordova – Treasurer (No Report)
22 d. Clare Norris – Secretary (No Report)
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25 VI. ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION

- 26 1. Accreditation Midterm and Self Study 2016 (Taylor)
27 a. A. Taylor invited Senators to attend the 2:15 Board of Trustees Institutional
28 Effectiveness Committee meeting on campus.
29 2. Curriculum Committee (Witucki)
30 a. J. Witucki distributed the Curriculum Committee report.
31 b. **ACTION MOTION:** Approve the Curriculum Committee Report. **MSP**
32 c. District Curriculum Committee meets Friday, December 12
33 3. Senate Exec
34 a. **ACTION MOTION:** Senate Executive Committee acts on behalf of the Academic
35 Senate from the last day of the fall semester to the first day of Spring 2015. **MSP**
36 b. Amendment suggestion: only on time sensitive matters. **MSF**
37 4. FPIP (Foster)
38 a. **ACTION MOTION:** Accept the FPIP list for 2015-2016. **MSP**
39 i. **Discussion:** Typo correction "Applied" for "allied".
40 ii. A question was asked about what the issues were that the committee
41 encountered.
42 iii. A. Foster said that the committee's application content and process needs to
43 revise the language in applications. Also, references to college plans should
44 be inserted into the application and build in more connections to program
45 review. She expressed concern about loopholes in the current process.
46 iv. A. Foster also read the FPIP list.
47 v. A senator expressed a concern about possible pigeonholing of faculty
48 members being hired with positions being too specific or limited.
49 vi. Discussion continued about the timing of the FPIP process. Concern was
50 raised about the deadlines for Program Review and FPIP applications
51 impacting each other.



- 1 vii. West submitted its list to the DAS **this week**. Not all colleges have submitted
- 2 their lists.
- 3 viii. The PIE committee and FPIP committees are considering two-year processes
- 4 to increase efficiency.
- 5 5. Resource Development (Boutry)
- 6 a. K. Boutry described the grant activity at the college.
- 7 b. K. Boutry also talked about international students and out-of-state students and the
- 8 funds generated by those students.
- 9 c. She announced the Creativity and Innovation conference coming up on February 5
- 10 and tied to the February 6th Spring Summit.
- 11 d. Next Meeting January 28.
- 12 6. Student Success (Norris)
- 13 a. C. Norris reminded Senators about the December 11 Holiday Gathering.
- 14 b. She also shared the Student Success Committee's work on supporting the
- 15 continuation of the Student Poster Showcase.

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

- 18 a. WLAC Presentation of EMP to the LACCD BoT, December 17, 2014
- 19 b. LACCD District Academic Senate Discipline Day and SSI Summit February 27, 2015

20 **ADJOURNMENT – 1:53pm**

21 **Next meeting: February 10**

22 **Respectfully submitted, Clare Norris**

DRAFT