



COLLEGE CITIZENS' OVERSIGHT COMMITTEE (CCOC)

MEETING MINUTES

Friday, June 26, 2015, 12 PM – 2 PM

Winlock Lounge, HLRC Building (2nd Floor)

9000 Overland Avenue

Culver City, CA 90230

Present:

Members:

Elliot Axelband, Senior Citizens' Representative (Chair)

Nabil Abu-Ghazaleh, President, WLAC (Ex Officio)

Eloise Crippens, WLAC Faculty Representative

Joel Forman, Business Representative

Charles Herbertson, Culver City Representative

Gerry Sallus, Foundation Representative

Resources/Guests:

Iris Ingram, Vice President of Administrative Services

Diana Johnson, CPM, Arcadis

Deirdre Margolias, CPT, Arcadis

Absent:

Matthew McCracken, Student Organization

Vacant, Taxpayer Representative

1. **Welcome:** Chair E. Axelband called the meeting to order at 12:19 PM.
2. **Review, modification, and approval of prior meeting minutes (March 3, 2015):** The minutes were approved as amended (One abstention).
3. **Identification of guests and provision of speaking time if needed.**
None.
4. **Activities of interest and concern**
President Nabil Abu-Ghazaleh introduced Iris Ingram as the new Vice President of Administrative Services replacing Ken Takeda who recently had retired. President Abu-Ghazaleh also announced the retirement of the college plant facilities director Allan Hansen who is also the liaison between the college and the City of Culver City as well as a key staff in the construction program.

Another transition at the college will be the presidential transition with Dr. Abu-Ghazaleh's departure to Grossmont College effective July 1, 2015. He was acknowledged by members of the CCOC for his many contributions to the college especially in working with and developing more awareness about the college in the community as well as establishing good relationship with the surrounding neighbors and the City. **His skills as the WLAC President and his relationship with the WLAC COC and Culver City were praised.** He will be missed. The chancellor has appointed Mr. Robert Sprague, Vice President of Academic Affairs, as interim president until the new permanent president is elected. The search process has begun with a timeline of October 2015.

President Abu-Ghazaleh shared that West **has** almost completed **d** the process of hiring 15 new full-

time faculty to begin in the Fall 2015.

The term limit of the current College Citizens' Oversight Committee members has ended with the completion of two consecutive terms; however, in the interest of having continuity, President Abu-Ghazaleh decided to allow the new president make the selection of the new members.

5. LACCD activities

Elliot Axelband shared information from the District Citizens' Oversight Committee (DCOC) meeting on May 29. DCOC members were presented with revised Bylaws and Handbook for District Citizens Oversight Committee Members. Axelband suggested that COC members review the revised Bylaws and Handbook. The district believes the practices they contain that can be applied to the colleges, should be used by the COCs. Among others, both documents provide clarifications for construction oversight committee members including a stricter interpretation of conflict of interest policy. The documents will be presented for a review at the next meeting.

Other discussions at the meeting were: (1) A \$ 300M cash loan was made to provide bond funds for construction. Unfortunately the interest rate was than was anticipated even though the bond ratings for the district are very good. It is expected that there will be one more such loan to provide the funds needed to complete the construction program. It was stated that the construction program will be completed no later than 2014. , (2) The state budget for the colleges will increase 8% to provide 175 new faculty to be distributed among the colleges for the new academic year. (3) There will also be a 4.7% enrollment increase, and \$50 million in new grants, (3) The tenured faculty ratio will increase 1% to 60% against a target of 75%, and (4) this year the district graduated 13,000 students.

Also mentioned was that West is among the several community colleges that has received State approval for offering a bachelor's degree in dental hygiene assistant.

The district meeting took place at Pierce College, which has just prototyped a district-wide security program that will be distributed to the colleges.

6. WLAC construction update and project status

Diana Johnson presented the WLAC construction project status update. The WLAC program execution plan has been revised to reflect revised reprioritization of projects and the approved estimated budget. The revision was necessary when it was realized that there will be a budget shortage following an evaluation of project cost estimate. Decisions were made on which projects are considered priorities. Having full scope buildings is deemed more preferable than remodeling projects, so several projects have been moved into the deferred project category pending available funds. The revised program execution plan has been approved by the college through its shared governance process and will be moving forward. D. Johnson proceeded with giving a detailed overview of her report. The schedule progress and key performance indicator were presented. E. Axelband commended D. Johnson for the clarity and organization of her report.

- A. **Schedule Progress vs. Plan**
- B. **Financial Status vs. Plan**
- C. **Earned Value Management System (EVMS) report**
- D. **EVMS problem mitigation plans and status**

E. Top 5 Initiatives – Status

Eloise Crippens reminded the college about the name plaques commemorating deceased faculty/staff that used to be under the Memorial Tree. When the construction program began, the tree and the name plates needed to be removed. She would like to follow up on when they can be returned again. The plates are currently being stored in Plant Facilities Office. VP Ingram will discuss this with Allan Hansen, Facilities Manager.

7. General Discussion (All):

None.

The meeting was adjourned at 1:04 PM.