I. ORGANIZATIONAL ITEMS
   a. Confirmation of the agenda
      MSP As amended
   b. Approval of the November 13, 2012 minutes (with strikeouts)
      Discussion ensued about the minutes. How much discussion should Senate minutes
      include? A. Foster reported that DAS Executive minutes provide an example of robust
      minutes that include context and discussion.
      Motion: Continue with minutes in the format they have been presented. If there
      is a concern about a comment, that concern should be reviewed at the subsequent
      meeting during the minutes approval process. MSP
      A. Taylor asked that her comment in response to the speculation that ACCJC is invested
      in privatization be added to the minutes.
      November 13 minutes approved as amended. MSP
   c. November 27 minutes approved as presented. MSP

II. ADMINISTRATION REPORT (President Nabil Abu-Ghazaleh)
   a. President Nabil Abu-Ghazaleh started his report by inviting the Senators to the A-
      Building demolition party. He listed the off-campus guests who will be present at
      the event.
   b. He also reported on what classes will be added to the spring schedule and the
      summer session.
c. He observed that West’s application of SLOs can use an extra boost. There will be some stipends available from LACCD to train on-campus SLO experts. We must engage in pervasive dialog about improving student learning. The ACCJC had been flexible in expecting colleges to take recommendations in two years but is now likely to stick to that requirement of a two-year window for a college to be in compliance.

d. President Abu-Ghazaleh has asked the Senate to appoint someone to the Diversity and Events council for its curriculum-related needs. Curricular changes may come up in looking at diversity events. The Senate rep will also keep an eye on ILOs.

e. One senator asked whether this group will absorb, supervise, or supersed the committees that already exist for planning for diversity events.

f. President Abu-Ghazaleh responded that this council will coordinate and assist in communicating with the president, funding the events, and coordinating with facilities. It will not run the content for the events. He gave the example of Diane Watson having been offended in the process of West coordinating a diversity event.

g. Another senator expressed the concern that this council is designed to control funding.

h. President Abu-Ghazaleh responded that this body will recommend how to allocate the District funding $3000/year. There is also legacy money (approx $23,000) that the college will spread out over many years.

i. Another senator asked about the language of the ACCJC recommendations and how that impacts prioritization.

j. President Abu-Ghazaleh responded that the commission makes some distinctions between noncompliance, partial compliance, and weaknesses.

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

IV. ASO (Brown)
   a. ASO held successful toy and food drives.
   b. ASO registered over 180 voters on campus.
   c. 13 members of the ASO board will continue into next semester
   d. During winter break the ASO board members will volunteer for the MLK event in Culver City.
   e. ASO plans to support the annual student poster showcase in the spring.
   f. G. Brown introduced Raymond McDaniel, chief editor of West’s new student newspaper. R. McDaniel offered his phone number to any senators who want to reach him: 214-288-8281 Text 50500 in message type “Raylo”. He expressed interest in presenting more details to the Senate in the next meeting. One senator asked about the newspaper’s funding. ASO will be fundraising and advocating LACCD for requiring ASO student fees.
   g. A. Foster offered to dedicate 10 minutes for the February 12 Senate meeting to a report on the student newspaper, and she urged the students to submit a report electronically before the meeting.

V. OFFICERS’ REPORTS
a. Adrienne Foster – President

1. A. Foster reported that the Curriculum Committee meets tomorrow. From now on, all courses coming to the Curriculum Committee must include course SLOs.

2. Smoking areas came to the College Council but the issue was sent back.

3. The PIE committee is still looking at its membership and principles for prioritizing services.

4. Ken Takeda sent a facilities update email.

5. The A-building demolition party is today.

6. Divisions should be talking about space needs growth.

7. LACCD distance ed policy emergency proposal going to DAS on Thursday. She requested input from Senators on the proposal.

8. She commended Humanities and Fine Arts for the current gallery exhibit, Everybody Loves Nudes.

9. Kenyatta Bakeer will take the place of Cory Williams as District Senator in the spring.

10. ACCJC is proposing that all LACCD colleges are on the same cycle.

b. Judy Chow – Vice President (No Report)

c. Yvonne Simone – Treasurer (No Report)

d. Clare Norris - Secretary (No Report)

VI. ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION

1. Curriculum Committee – report (J. Chow)

   i. MOTION: Approve 87 SLO addendums for courses listed, which were accepted at the November 29 Curriculum Committee meeting. MSP

   ii. MOTION: Academic Senate Executive Committee act to approve addenda between Fall 2012 and Spring 2013 semesters. MSP

2. Accreditation (Taylor)

   a. A. Taylor reported that two of the recommendations suggest that the college is not fully compliant. She had not noticed the distinctions between levels of compliance until President Abu-Ghazaleh mentioned it in his report.

   b. She created this page: “January drafts: working documents”. It includes links to the support documents for each recommendation. Find more information here: www.wlac.edu/accreditation

   c. Recommendation 13 - The college intended that the co-chairs would be an administrator and a faculty member, but this has not been applied on every committee.

   d. Recommendation 13 should also mention the new mentor match program for new probationary faculty. This is listed on the tenure review plan.

   e. Recommendation 13 – West identified this (faculty engagement) as a weakness in the 2012 self-study. That should be indicated in our response.

   f. Another senator pointed out that faculty members cannot be expected to work between Fall 2012 and Spring 2013, so in the bulleted list in Recommendation 3 should say “early Spring 2013” instead of “before Spring 2013.”

   g. The Accreditation Chair suggested adding a paragraph noting that some work will happen before the spring semester (on a voluntary basis and by some faculty members hired as SLO leaders and paid stipends) and some will occur in the early part of the spring semester.
h. A. Taylor requested that Senators read at least one recommendation and offer feedback.

i. February 20th West will report to the Institutional Effectiveness Committee. Then on March 7th the Institutional Effectiveness Committee will take the report to the Board.

j. January 22 is the current deadline for a full draft to be presented to the Academic Senate Executive committee.

k. Work to be done on measurable goals in the Educational Master Plan was brought up.

l. Even after the draft is complete, the college can make a list or action matrix to show what we’ve been doing since the report was completed.

m. Facilities and Technology Plans were the two plans called out by the ACCJC.

n. Norma Barragan volunteered to read Recommendation 1. Others were asked to email the Recommendations they volunteer to review to A. Taylor.

7. Academic Rank (Chow)
   a. MOTION: Approve Yang Yu (nominated by Buck Stapleton) for West’s first awarded honorary professorship.
   b. The criteria has been approved, and Yu meets the criteria.
   c. The Academic Rank Committee has approved this nomination.
   d. Any current faculty member can recommend someone who fits the criteria.
   e. MOTION: Table the motion to the February 12 meeting 5 in favor 5 oppose
   f. A. Foster broke the tie and tabled the motion.

8. Technology (no report)

9. Enrollment Management (C. Hunter) (no report)


11. Planning and Institutional Effectiveness Committee (F. Leonard) No Report

12. Educational Policies and Standards Committee – no report

13. Transfer Committee (Young) – no report


15. FPIP Committee (Kamibayashi) No Report

VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS
   a. Behavioral and Social Sciences will give the next division report on February 12.
   b. June 4 is the date for the spring commencement ceremony.
   c. Michael Golterman has been invited to the next meeting to discuss prerequisites.
   d. The Educational Policies and Standard Committee will discuss posting of course outlines.
   e. C. Norris announced West’s Holiday Happy Hour happening Thursday, December 13 from 4-7 at the Culver City Four Points Sheraton. She also distributed flyers.
   f. C. Norris announced the February 1st SPRINGboard being developed by the Student Success Committee, ASO, and Student Services designed to help prepare students for the semester. Faculty will be invited to participate. One senator recommended that if the college advertises that students can get their syllabi and meet their professors, we should post names of faculty members attending so that students are not disappointed.
g. A request was made for a report on West’s status with TMCs from the curriculum committee.

h. Patricia Banday will be providing an update on what West is doing to address the 2012 Student Success Legislation.

IX. ADJOURNMENT – 2:22pm
Next meeting: February 12, 2012

Respectfully submitted,
Clare Norris