Meeting Called to Order at 1:00.

I. ORGANIZATIONAL ITEMS
   a. Confirmation of the agenda
      1. Add professional development under Officers’ Reports   MSP
   b. Approval of the April 24, 2012 minutes
      1. Correction to switch Plan A and Plan B       MSP as amended

II. ADMINISTRATION REPORT (President Nabil Abu-Ghazaleh)
   a. President Nabil Abu-Ghazaleh reported that the upper fire road will be paved and drainage will be added during the summer. The moratorium on all other projects will continue until LACCD has cleared the $2.5 million insurance costs that will be returned to West for construction costs.
   b. The college faces this dilemma: How do we respond to the budget crisis and still fulfill our FON commitment? President Abu-Ghazaleh has arranged for the release of some district reserve money to go to faculty hiring. He is recommending eight new positions to replace hourly assignments, not retirees. The positions absolutely must be filled by the end of September in order to receive funding from the chancellor. The positions will be in these areas: Computer Science, Counseling, Dental Hygiene, Learning Skills Math, English Basic Skills, Microbiology, Aviation Technology, and Counseling for financial aid. The two counselor positions should be focused on group counseling and distance education along with traditional counseling. There is no
mandate to hire all eight. President Abu-Ghazaleh took the FPIP ranking into consideration especially for the top six positions and consulted with the senate president on the second level of ranking. A geography position was skipped because, according to the president, he could not fill a position that would grow the college’s offerings. His focus is on generalist positions instead of specialist. The librarian position was also skipped, and President Abu-Ghazaleh explained that he cannot justify filling the Librarian position when the library does not have adequate hourly assignments to replace with another full time position. The college is not in a position to grow. Instead we are looking for more places to cut and are considering reducing non-instructional faculty positions including library and summer hourly counseling positions, so the college cannot fill a full time position with hours that may be ultimately cut.

c. President Abu-Ghazaleh and the VPs are looking at drastic budget cuts that they submitted to chancellor yesterday. The college is anticipating a $3.6 million gap similar to most colleges in the state. In order to convince the board that West is doing everything we can, they submitted to the board a list of items that would be next to cut like athletics, the child development center, student success initiatives, and hourly non-instructional, like librarians and counselors for the summer. The college can’t afford to cut any more hourly instructional. We are hitting our required FTES only on the nose with none to spare.

d. A question was asked about the possibility of cuts in administration. President Abu-Ghazaleh responded that human resources are not under the college’s control but rather under the board’s. The college is protecting personnel; 96.1% of its budget is made up of salaries, benefits, and utilities. Some of the administration positions are Specially Funded Positions. Another concern was raised that the college’s grants are more protected than other things. VP Takeda responded that West is down one administrative position. Currently West is losing only adjunct teaching assignments. The college is cutting whatever it can that doesn’t cut permanent labor. Another question was asked about whether the college can reassign SFP administrative positions with permanent administrators. President Abu-Ghazaleh responded that grants will not pay for permanent college functions performed by permanent college-funded administrators. The college is not allowed to supplant things using grants. Another question was asked about whether grant-funded positions must be filled by deans. President Abu-Ghazaleh replied that the college must still fill those positions as SFP positions. The positions funded by grants remain specially funded and will be eliminated when the grant funding runs out. Right now college grant-funded administrators are dedicated to their functions. Then, President Abu-Ghazaleh expressed that he is happy to discuss this issue at length with any interested parties.

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

a. Bruce Anders addressed item #8 on the agenda, the FPIP Committee’s Substitute MOTION to the Academic Senate: The FPIP committee uses three categories for the next FPIP list. The three categories will be named as “General Education & Transfer Instructor Positions”, “Career and Technical Education Instructor Positions”, and “Student and Instructional Support Instructors Positions”.

B. Anders argued that these three categories would be detrimental to the process of hiring faculty. He spoke in favor of the first and second categories since
general education and transfer represent the #1 function of the college, its core mission. He also supported the second category since CTE represents the college’s second core mission. However, the third category excludes basic skills, which is the third part of the core mission of the college. It should not be folded in with other services. He suggested a fourth category especially given the importance of recent student success initiatives. He closed by stating that Learning Skills is not the same as Basic Skills.

b. Bob Sprague addressed a concern raised at a previous Senate meeting regarding the possible offering of English classes designed to support medical assisting courses through Westside Extension. VP. Sprague assured senators that West’s medical assisting program does not have an English skills requirement or prerequisite. Westside Extension does not offer an English course designed for medical assisting students. If West did offer something like that, it would be offered through Language Arts or Learning Skills.

IV. ASO REPORT TO THE SENATE – (Searcy)
   b. Yvonne Simone came to ask for support collecting shoes for the homeless & they have started a drive collecting shoes.
   c. ASO is supporting the student showcase
   d. West students just elected new officers – Gabriel Brown is the new ASO president.

V. OFFICERS’ REPORTS
   a. Adrienne Foster – President
      1. A. Foster reported on the Celebration of Excellence will be held on Saturday, May 19. Carmen Dones, Sue deBord and Cory Williams volunteered to call out scholarship recipients’ names.
      2. Commencement is Tuesday, June 5 at 5:00.
         A. Foster congratulated new division chairs: Carmen Dones, Fran Leonard, Buck Stapleton, Michael Arata, and Abraha Bahta
   b. Judy Chow – Vice President (No Report)
   c. Yvonne Simone – Treasurer (No Report)
   d. Clare Norris Secretary (No Report)

VI. ACADEMIC AND PROFESSIONAL MATTERS
ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION
1. Professional Development (Simone) – Y. Simone asked that people please get in their conference requests. May 20 is when tuition reimbursement will be available. Senators were reminded to submit their Flex hours to Henri Feiner.
2. Technology – no report
3. Election (Foster)
   a. Academic Senate Election results are in:
   b. President Adrienne Foster
   c. Vice President Judy Chow
   d. Secretary Clare Norris
   e. Treasurer Yvonne Simone
   f. Senators-at-large Fran Leonard Bonnie Blustein
Jawell Samilton        Sue de Bord
Ken Lin                Katherine Boutry

District Senators
Helen Young            Norma Barragan

For the position of District Senator the two write-ins both got the same number of votes:
  • Holly Bailey-Hoffman
  • Corey Williams

Adjunct Faculty Senator
Jack Moy

Holly Bailey-Hofmann respectfully declined the position of District Senator, so the position went to Corey Williams.

Motion to consider the 2012 Academic Senate election results
Motion to accept the 2012 Academic Senate election results

Budget Committee
a. The committee met on April 26 and discussed having a budget-related college town hall meeting for May 24th from 1-3pm in the HLRC 4th floor.
b. The governor’s May revise comes out Monday, May 14.
c. The Community College League is holding a web conference on May 15, 2012 at10am and at 3pm with the chancellor and director in response to the governor’s May revise.
d. VP Takeda will be presenting revised college budget at tomorrow’s board meeting. West’s deficit is up to $3.4 million. The ending balance for this year is up to $1.3 million. The college will get $363, 000 as well as funds to subsidize the eight positions.

Student Success (Norris)
a. C. Norris distributed the draft of West’s ATD Implementation Proposal to senators and announced an open forum for Wednesday, May 16 at 2:30 in SSB 414. C. Norris also moved to postpone the Student Success Committee’s motion: Approve West’s ATD Implementation Proposal prepared by team members and other interested members of the West community based on the college’s priorities.
b. H. Bailey-Hofmann made an announcement reminding senators about West’s May 15th Student Showcase

FPIP Committee (Foster)
a. The committee met on May 4th, and A. Foster attended the meeting.
b. MOTION- Move to use three categories for the next FPIP list. The three categories will be named as “General Education & Transfer Instructor Positions”, Career Technology Education Positions: and “Counseling, Librarian, ESL, Learning Skills, Coaches, and Other Positions.”
c. At its May 4 meeting, the committee formed a substitute motion to present to the Senate.
d. Substitute MOTION to the Academic Senate: The FPIP committee uses three categories for the next FPIP list. The three categories will be named as “General Education & Transfer Instructor Positions”, “Career and Technical Education Instructor Positions”, and “Student and Instructional Support Instructors Positions”.
e. Discussion: FPIP committee should be encouraged to include a basic skills instruction area to assert that as a priority for the college. Senate should
reconsider basic skills. A question was asked about how special and new program development positions are accounted for in this new motion. According to the committee’s report, the new program position would fall within its discipline.

f. Move to substitute the original motion with the substitute motion developed by the FPPIP committee at its May 4th meeting MSP 2 abstentions

g. Discussion: A representative of the FPPIP committee is still not present. The chair is not available to attend Senate meetings. The senate requested that a representative attend the next meeting. A. Foster offered to contact FPPIP committee members to attend the May 22nd Senate meeting.

h. Y. Simone supports the 3rd category but offered a friendly amendment: Establish a 4th Category to include Learning Skills, ESL, and Basic Skills MSF

i. Discussion: The concern was raised that in math and English all full time instructors teach basic skills classes and all teach transfer classes. Another concern was raised about using the term “Basic Skills”. Foundational Skills is currently a more accepted term. West already identified the term “Foundation Skills” as its preferred term. See the Foundation Skills Plan as an example.

j. Called for the question – MSP

k. The use of three categories is meant to say that the college would hire one position from each category across the board. However, an equal number of faculty members coming from each category does not reflect the current distribution of faculty members. Using these categories long term would eventually reconfigure the college. Currently, Trade Tech College is hiring almost exclusively CTE faculty. The categories should reflect what we think the composition of our faculty ought to be. B. Blustein advocated for one single list. Then, the FPPIP committee would have more flexibility and could still select areas for faculty positions to follow the list pattern if it chose.

l. One inaccuracy on the rationale about Learning Skills faculty members being able to teach transfer level courses was observed. In fact, Learning Skills faculty are not necessarily qualified to teach general education courses in math and English.

m. A. Foster encouraged senators to contact FPPIP committee members for additional questions.

n. Move to postpone the motion to May 22 meeting. MSP 3 abstentions

7. Academic Rank (Chow)

a. The committee is trying to finish applications to report at next meeting.

8. Distance Ed. (Nicholas)


b. One senator commented that the handbook is wordy and asked if changes be made even after Senate approval. V. Nicholas replied that she saw no reason the handbook could not be revised based on recommendations. The committee members would discuss any recommended revisions at their meetings. MSP

9. Curriculum Committee (no report) – The committee is combining its last meeting with Tech Review to approve courses on May 21st before the final Senate meeting.

10. Transfer – Next meeting May 29th

11. Enrollment Management Committee – no report

12. Resolutions for Retirees were discussed. Fran Leonard said she would look for previous resolutions, and C. Norris offered to work with F. Leonard to develop resolutions for the May 22nd meeting.
13. Faculty members will be needed for hiring committees this summer.

VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS

Important Dates:

- Tuesday, May 15          Student Showcase
- Wednesday, May 16         ATD Implementation Proposal Open Forum
- Saturday, May 19, 2012    Open House/Celebration of Excellence
- May 29 – June 4, 2012     Final Exams
- Tuesday, June 5, 2012     Commencement

IX. ADJOURNMENT – 2:39pm

Next meeting: May 22, 2012

Respectfully submitted,

Clare Norris