Meeting Called to Order at 12:49.

I. ORGANIZATIONAL ITEMS
   a. Confirmation of the agenda MSP
   b. Approval of the October 9, 2012 minutes MSP as presented

II. ADMINISTRATION REPORT (President Nabil Abu-Ghazaleh)
   a. President Nabil Abu-Ghazaleh commended ASO for student activism and involvement.
   b. He also commented on SLO development. Matthew Lee’s report to the college explains what we have to do to meet requirements for ACCJC standards. He also posed questions: Is it possible for the college to meet this requirement by the March deadline? Do we need to define every SLO for every course? Will we strive to meet the deadline or simply develop and present a long term plan for developing and assessing course SLOs?
   c. He distributed an SLO Roadmap handout.
   d. A discussion ensued about the college’s status on Warning and the possible repercussions and explanations.
e. Another senator asked about how administrative services handles its SLOs. Nabil responded that faculty members are leading this effort. A plan exists on which classes will be reinstated. Aren’t those academic and professional matters? Shouldn’t they be addressed by the Senate?

f. The time line for SLO development was discussed. The first draft of the report ultimately to be submitted March 15, is due in November. One faculty member said he assessed a large swath of courses in about a month. Assessment goes faster if one person gets all the data and writes up the course assessments. President Abu-Ghazaleh responded that most divisions are still not quite ready to assess yet.

III. Language Arts Division Report
a. Fran Leonard introduced the Language Arts faculty members present.

b. West student, Scott Takeda, greeted the Senate and talked about his major is communication and interest in transfer. He listed the English and speech classes he has taken and talked about the skills he gained from those classes.

c. West student, Melissa Burris, greeted the Senate and talked about the skills she gained from English and speech classes (essay writing, critical thinking, making eye contact, etc.) and how she applied those skills in getting her current job at Sprouts.

d. Florence Shamo greeted the Senate and talked about her upbringing in Ghana and the limited educational resources. She did not have access to reading materials, but now she is in the US at West LA College. ESL 6A has helped her to understand what she reads for Art History 101. In ESL 6A they read to the text and pair with classmates and read aloud together. The paired classes help Florence understand the class material. Professors Sander and Taylor help her to build her vocabulary and confidence.

e. Kathy Boutry and Holly Bailey-Hofmann introduced the West Guide to Writing to the Senate. Judy Chow mentioned that the three authors presented to the international students.

IV. Reading Apprenticeship (Sander)
a. Faculty from Chabot came to West and presented on Reading Apprenticeship (RA), and as a result, N. Sander took the 6-week online course and was impressed by the course and the concepts.

b. RA gives the faculty members an opportunity to be vulnerable with students and examine their reading process and reading history.

c. Collaborations are emerging from the RA Faculty Inquiry Group like A. Taylor’s and N. Sander’s.

d. West LA College has a Reading Apprenticeship Faculty Inquiry Group. The next meeting is November 8 GC 210K at 1:00.

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

a. William Bucher – The Senate discussed Brandman University but did not take any action on the issue of Brandman leasing space from West. This is an academic and professional matter. Student debt has surpassed $1 trillion. The Senate should revisit the Brandman University relationship and West’s partnership with private institutions.

VI. OFFICERS’ REPORTS
a. Adrienne Foster – President
A. Foster reported on Saturday’s Area C meeting. The resolutions from Area C are available, and she urged senators to read the resolutions. She requested comments and feedback from Senators.

There is a resolution about intermediate algebra and the math sequence. It calls into question whether students need intermediate algebra to take transfer-level math classes. A. Foster predicted that this resolution will likely be withdrawn. The CSU math faculty members have been asked to meet with the CCC math faculty.

Issues have been raised on student discipline and making sure that faculty members’ perspectives are heard.

In Fall 2014 students will need assessment, SEP, and orientation for priority registration.

VP of student services has taken the position as the lead administrator for the SIS system with LACCD. VP of student services position will be open for an interim to be hired.

Divisional reorganization was done during E. Crippins’s time, and A. Foster needs a copy of the document. She appealed to the Senators to send her a copy.

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. Student Learning Outcomes Committee – report (T. Matosic)
   i. T. Matosic reported on 119 course addendums were presented to the curriculum committee at its last meeting.
   ii. He encouraged senators to talk to their colleagues about SLO development.
   iii. The team is reviewing the report prepared by Matthew Lee and deciding how West should proceed.
   iv. T. Matosic is offering SLO hours Mondays and Wednesdays 1-3 CE 226.
   v. The SLO committee will discuss Nabil’s concerns at its next meeting.
   vi. A question was asked about why we seem to be offered two options as though they are mutually exclusive. Can we just meet the basic requirements?
   vii. The curriculum committee has three more meetings this semester.

2. Curriculum Committee – report (J. Chow)
   i. MOTION Approve 119 courses listed MSP
   ii. MOTION Accept Multimedia 803 and 807 MSP
   iii. Next meeting October 31

6. ASCCC Fall 2012 Resolutions (Foster)
   a. A. Foster requested feedback from Senators.

7. Accreditation (Taylor)
   a. A. Taylor distributed a timeline for meeting the commission’s recommendations.
   b. She acknowledged that we are very ambitious in our SLO schedule
c. By the November 30 leadership retreat, the draft progress report will be complete.
d. We can assess SLOs during exam time.
e. One senator made the point that people tend to be most productive when they have deadlines.
f. A. Foster encouraged the Senate to strive to meet the objective.

8. Technology (no report)
9. Enrollment Management (C. Hunter)
   a. The committee noted the 11% drop in FTES (Possible explanations: forced drop date, etc.)
   b. 739 skills certificates and degrees were given last year.
   c. Counselors encourage students to earn degrees from West.
   d. The committee will ask R. Tillberg to identify students earning different types of degrees including TMCs.
   e. There was discussion of the enforcement of prerequisites.
   f. Dream Act – undocumented students have access to more financial aid.
   g. Roughly 50% of West students receiving financial aid have lower than 2.0 G.P.A.
   h. Campus signage – Michelle Long-Coffee reevaluated sign placement
   i. They discussed opening the bottom floor of the HLRC for ease of disabled student access.
   j. They discussed repeatability in classes like ceramics and PE.
   k. This question was asked: Did the committee discuss addressing the FTES decline?

10. Motion to add Student Success Committee report to the agenda - MSP
11. Student Success Committee/Achieving the Dream (C. Norris)
   a. C. Norris distributed a report and informed the group of the coach visit next week.
   b. M. Apigo described the ATD scholarship opportunity.
   c. A question was asked about the eligibility of students who took the assessment test some place else.
   d. J. Friedman updated the Senate on the college’s progress on its Foundation Skills Plan.

12. Resource Development Committee (K. Boutry) – no report
13. Planning and Institutional Effectiveness Committee (F. Leonard) – no report
14. Educational Policies and Standards Committee – no report – Next meeting Friday, October 26th HLRC 112 at 9:00am
15. FPPIP Committee (Kamibayashi) – no report
16. Budget Committee - no report (K. Takeda)
17. Transfer Committee – (H. Young)
   a. Committee is developing a matrix to evaluate programs and events the Transfer Center offers.
   b. Transfer Center and Counseling staff will be making classroom visits.
   c. The Transfer Center will be putting on workshops.
   d. Next meeting: November 20

VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS
a. November 13 Science Division Report
b. PBI evaluation report

IX. ADJOURNMENT – 2:41pm
Next meeting: November 13, 2012

Respectfully submitted,
Clare Norris