West Los Angeles College Academic Senate Meeting
Winlock Lounge
December 9, 2008
12:50–3:00 PM
Minutes/Approved

“Developing as Professionals & Producing Better Student Outcomes”

Present: Patterson, Rod, President; Aguiar, Ara, Vice President, Sweeney, Joyce, Secretary; Canales, Carrie, Treasurer; Crippens, Eloise, Past President; Banday, Patricia; Blustein, Bonnie, Chiang, Ana: Chow, Judy; Evans, Beth; Hager, Robert; Ichon, Eric; Jacobs, Betty (alt.); Leonard, Fran; Michels, Margot; Morrison, Phyllis; Nicholas, Vanita; Siever, Patricia; Simone, Yvonne; Taylor, Alice; Workman, John; Dubois, May; Foster, Adrienne; Floyd, Suzanne; Ulrich, James/Anders, Bruce (alt.)
Absent: Jordan, J; Olivas, Richard, William Bucher.
Guests: Mark Rocha; Eileen Gnehm; Lloyd Thomas; Paul Zolner; Curt Riesberg; Tim Russell; Marcus Butler.

The meeting was called to order at 12:55 P.M. by Senate President, Rod Patterson, with a quorum present.

I. ORGANIZATIONAL ITEMS
1. Eloise Crippens requested move Item VI: 4, Minimum Qualifications report to the top of the agenda because she needed to attend a meeting off campus. Confirmation of the agenda as amended

2. Reading of the Minutes of November 25, 2008 was postponed until copies are made and arrive in conference room.

VI : 4. Minimum Qualifications Eloise Crippens reported how District handles the matter of minimum qualifications when a campus offers a job. The transcripts of applicants are examined to determine if the candidate meets minimum qualifications for the job being offered. If it is deemed that s/he does not, the application is sent to the District-wide Discipline Committee for that specific department. They will then approve or deny the application. This decision is then sent to EPAC to endorse the Discipline Committee's ruling or to decide contrary. State regulations take precedent over all decisions.

II. ADMINISTRATION REPORT
1. Dr. Mark Rocha, WLAC President, began his remarks by thanking all for the work that is currently being done on behalf of the college. At the plenary session which was held in FA 100 Thursday, December 4, 2008, with Chancellor Mark Drummond and staff, the Chancellor praised the work which WLAC is doing, and asked that WLAC continue to focus on the students to "get them across the finish line," saying that there was awareness at District that we are all under stress. Dr. Rocha particularly thanked Rod Patterson for the hard work that he has done, which has been clear and
forthright. The budget crisis that the State is undergoing has been described as withering. A meeting with Mr. Patterson, VP Robert Sprague, and VP John Oester will go over the recommendations for possible actions, which will stop short of lay-offs, but there will be cut-backs, as there is no other course. Secondly, they will look at every opportunity for revenue enhancements, such as AA online degrees; land development of Jefferson property and parking lot 7; and contract education. When the Tech Plan is approved, it can be funded and implemented. There may be opportunity for Federal funding for Community Colleges, so there is an area in which there may be some luck for us. We will get through this challenging time. Alice Taylor remarked that she appreciated the humor that Dr. Rocha is displaying.

III. PUBLIC SPEAKERS
Basic Skills ESL Funds – Curt Riesberg reported that the Mid-year Expenditure Report has been forwarded to the State Chancellor's Office. Project MATCH will be more fully discussed later.
Olga Pech has asked that all textbook orders be submitted for the Winter and Summer schedules at this time.

IV. ASO REPORT TO THE SENATE
Eileen Gnehm - ASO President reported that members of the ASO helped in various capacities with the play presented by CEMA this past weekend. The David Rodriguez Scholarship Party is being held today, to earn extra funds for their scholarship. The ASO will be meeting during the Winter Intersession. There are now fifteen student clubs on campus. The ASO is planning a big Welcome Party at the beginning of the Spring Semester.

V. OFFICER'S REPORT
Aracely Aguiar – Vice President, reported that a matrix to evaluate the current Educational Master Plan is now being prepared.
Carrie Canales – Treasurer, reported that the Senate has funds of $1,830.49. We are now giving three scholarships of $300.00 to students.

VI. ACADEMIC AND PROFESSIONAL MATTERS
1. Budget Committee Report. Meric Keskinel, the Senate representative on the Committee, gave a detailed report on budget matters and economic developments with a hand-out from Sacramento. The WLAC committee meets monthly and the minutes of these meetings are posted on the college web-site. There is a short-fall of $14.5 billion in the State. LACCD will owe $30,000,000, while West Los Angeles College's share will be $1,145,137.00. The solution is to cut-back everything. It currently appears that the rebound will be quick, since the drop was quick, and tight times may last six or seven months. It has been recommended that the college reach out beyond the campus to the local community for supplemental funding. The power-point presentation made by Mr. Keskinel shall be sent to all the Senators for further study. A second hand-out was distributed by Mr. Patterson which gave budgetary numbers. All of the nine campuses of the District shall be scaling back offerings. Mr. Patterson pointed out that we will grow by being more efficient, offering larger class-size courses. The
questions were raised, "Will we just be packing the classes?", and, "Will there be cutbacks with advertising?" These were answered with yes, and no. We can grow within the existing classes. There may be a possibility to off load some of the charges through the bond measures.

Thanks were offered to Mr. Keskinel for an excellent and clear presentation. Recommendations for further cuts from the Senators were requested.

2. Accreditation Midterm Progress Report. Fran Leonard remarked that the deadline for the Accreditation Report was approaching. Further readers for the recommendations report responses were added by Mr. Patterson. Five of the Responses have been approved and have been posted on the web site. This following Monday, a working session for the rest of the Responses is scheduled in CE 226. Phyllis Morrison submitted a report on a Response, as did Eric Ichon.

3. Technology Master Plan Report Marcus Butler, Senate Faculty Co-Chair for writing the Tech Master Plan, reported that the document is a home-grown, group effort, with 90% completed. The Accreditation mandated deadline for writing this plan will be met. The goals have been identified and how to meet the goals is the basis of the document. A current draft of the final document is about 25 to 30 pages in length. This will be posted by December 12, 2008. The faculty is requested to please read this document, and to address any questions and recommendations to those on the committee. Bonnie Blustein stated that the Basic Skills Committee was not specifically consulted by the TMC writers. Gratitude was expressed for all the work done by Marcus Butler and the members of the committee.

When asked what the "drop-dead" date was for the full Accreditation Report, Fran Leonard replied that essentially the work is finished. All that needs to be done is to present the final version.

4. Curriculum Committee Report The committee did not meet in November. Dr. Janet Fulks has appointed Lloyd Thomas to the State SLO Committee as a result of hearing WLAC's SLO work during our Retreat. To devise a classroom rating assessment is the goal of the SLO portfolios required of each faculty member. Fifty three faculty members have posted them to date, and there is about fifty three yet to do so.

5. Matriculation Report Patricia Banday gave a detailed power point presentation, which shall be forwarded to all of the Senators. WLAC now has an online orientation with SLO's and a quiz embedded in the orientation. If points are missed on the quiz, the student is requested to take the orientation again. We are now attempting to keep our students for a few years instead of drop-ins and drop-outs. Thanks were offered to Ms. Banday for a clear presentation, who gave thanks to Ana Chiang for the power point presentation.


VII. NOTICE MOTIONS

1. Move: That the Academic Senate authorize the Senate Executive Committee to act on its behalf during Winter 09 Intersession in order to facilitate the time-sensitive and mission-critical work of the Senate. MSP
2. Move: That the Academic Senate approves in principle the Accreditation
Midterm Progress Report, due to be submitted to the ACCJC, no later than March 15,
2009. **MSP**
3. A discussion of the third motion, "That the Education Discipline is to be
realigned by moving it from the Behavioral & Social Science Division to the Library &
Learning Resources Division" (Ichon), was begun. It was stated that this realignment
was "behind the scenes" since Behavioral Sciences never signed the original alignment
agreement. Patricia Siever stated that this should be a union matter. A motion was then
made, Move: That the matter related to the placement of the Education Courses be
postponed until the Senate Meeting in February, 2009, for investigation of the facts.
**MSP with one nay**

**VIII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS**
1. Degree Audits, Arthur Lara

**IX. ADJOURNMENT at 3:20 P.M.**
Next meeting: February 17, 2009

Respectfully submitted,
Joyce Sweeney, Secretary