

1 **Los Angeles Community College District**  
2 **West Los Angeles College at Culver City**  
3 Meeting of the Academic Senate  
4 | Unapproved Minutes  
5 September 26, 2006  
6 Winlock Lounge

---

7  
8 Senators Present: Crippens, Eloise; President; Patterson, Rod, Vice President; Siever,  
9 Patricia; Treasurer, Sweeney, Joyce, Secretary; Aguiar, Ara; Blustein, Bonnie; Brown,  
10 Stephen; Canales, Carrie; Chow, Judy; DuBois, May; Foster, Adrienne; Floyd, Suzanne;  
11 Froloff, Cathy; Hager, Robert; Harris, Lartee; Jacobson, Nikki; Kazuhayai, Dianne;  
12 Leonard, Fran; Michels, Margo; Morrison, Phyllis; Patil, Ashok; Quitschau, Karen;  
13 Simone, Yvonne; Taylor, Alice; Workman, John; Zolner, Paul.

14  
15 Guests Present: Rocha, Mark; Ulrich, James; Nichols, Vanita; Stansbury, Paul; Jacobs,  
16 Betty; Jacinto, Norma.

17  
18 **I. Call to order:**

19 The meeting was called to order at 12:55 P.M. by President Eloise Crippens after  
20 a buffet lunch was served. It was MSP (see below for explanation of acronym) to modify  
21 the agenda and hear the college President's report as first order of business.

22 **IV. Administration Report**

23 *President Mark Rocha* began by thanking the members and president of the  
24 Academic Senate for the large amount of work that has been accomplished to this date.  
25 He asked that we read each e-mail that he sends as they will contain important  
26 information. It is an efficient way to inform first the Senate members, who will in turn  
27 inform their divisional colleagues. In return, the divisional faculty shall be enabled to  
28 inform the Senate members of their thoughts. The full budget has been presented by VP  
29 John Oester containing restricted and unrestricted funds, with clarification and focus on  
30 fixed expenses. Since the college did not reach its set goal for this past academic year,  
31 there will be no additional monies allocated to us. We have a projected deficit of 1.3  
32 million for this year. The problem the college faces and needs to correct, is one of  
33 enrollment. The evening class enrollment is significantly down and on-line classes have  
34 cut into our campus attendance. On-line classes are addressed in the MOU concerning  
35 effective college governance approved by the College Council, with a study to be made  
36 how to handle this situation. There is no reason for the decline in enrollment. We must  
37 retain the students that we have. Cutting the budget will not fix it. We probably will not  
38 operate in the black for this year, but when we turn our enrollment numbers around, and  
39 it all will adjust for the better. Steps recommended for this turn around were given.

- 40 1. Basic skills and counseling shall be improved
- 41 2. An holistic schedule is needed.
- 42 3. Out-reach and recruitment strengthened
- 43 4. Reread the Chancellor's speech from FLEX day – contains good ideas.
- 44 5. Interview students as to reasons for poor retention.
- 45 6. ASO president has asked for a place for students to get out of dark, cold and  
46 rain when waiting for evening classes.

1 The faculty was asked to come to meetings and be ready for business. If not, the  
2 Administration shall make decisions.

3 *A Memo of Understanding Concerning Effective College Governance Process*  
4 was presented to and approved by the College Council on September 25, 2006. (A copy  
5 of this MOU was given to each of the Senators) The agreement follows the standing  
6 policy of all district and college set guide lines, which we shall follow, despite possible  
7 previous lack of adherence to these guide-lines.

8 President Rocha charged the Academic Senate to start work on our Educational  
9 Master Plan, which expires in 2007. This is to be accomplished by the end of this  
10 academic year. He asked for guide-lines and not generalities. A plan is needed so, a  
11 Retreat to start work is set for Friday, November 3, 2006 on campus, 4<sup>th</sup> floor of the  
12 HLRC. This event has Patricia Siever as faculty facilitator for our working/planning  
13 session. All shall be welcome. The work is to be done by the Senate, with President  
14 Rocha as resource.

15 The agenda as presented was here resumed. Minutes from the past four senate  
16 meetings were considered. These minutes were received by the Senate at the last meeting  
17 and since there was inadequate time for the Senators to read and consider them, approval  
18 was postponed to today. April 25, 2006 minutes were corrected and approved. May 9,  
19 2006 minutes were corrected and approved; May 23, 2003 minutes were corrected and  
20 approved; May 30, 2006 minutes were corrected and approved; May 30, 2006 minutes  
21 were corrected and approved. It was suggested that all motions shall be labeled as MS  
22 (moved and seconded) and marked as P (approved) or F (failed) in the minutes. **MSP**  
23 The minutes shall reflect when the Senate President steps aside to speak and turns control  
24 of the meeting to someone else. **MSP** Motions shall now have their own section in the  
25 minutes. **MSP**

## 26 27 **II. Public Speakers**

28 There were no Public Speakers at this meeting.  
29

## 30 **III Senate Officers' Reports**

31 1. **President Eloise Crippens** reported 1. there shall be a plenary session of the  
32 District Senate, October 26-28 in Newport. She shall attend and we need to  
33 select one more delegate by next meeting. 2. There will be a District  
34 Academic Senate summit meeting September 29, 2006, to be held at the  
35 Marina del Rey.. Members of our Senate and ASO shall attend. 3. The  
36 charge of the commencement of an Educational Master Plan was again spoken  
37 of with an invitation to all for active participation. Encourage all colleagues  
38 to join in the work.

39 2. **Vice President Rod Patterson** reported 1. the workshop to be held by District  
40 to train leadership agents for institutional change, which will be conducted by  
41 Gary Columbo. 2. We expect to have a list of all standing committees and  
42 membership by next meeting. 3. Accreditation committee #9 to improve  
43 evaluations of faculty has met with co-chairs Bob Sprague and Rod Patterson.  
44 The division chairs have been asked to report on what system they use to track and  
45 accomplish reevaluation. 4. The ASO has been contacted to support election in

1 November with a non-partisan presentation by the League of Women Voters. Our  
2 library will have copies of the ballot measures available for study.

3 3. *Patricia Siever, Treasurer* reported 1. the father of Rick Mayock, philosophy  
4 professor, has passed on. We shall send an appropriate remembrance. 2. Senate needs  
5 forms for validation of monies to be allocated for conference reimbursels. Our policy is  
6 \$100 per faculty plus any other faculty's donations not to exceed \$500. The Treasurer  
7 requested that the Senators ask their divisional colleagues to pay faculty dues, but it was  
8 pointed out that those dues are optional. It was requested by the Senate membership that  
9 no amounts paid by individual faculty members shall be listed.

10  
11 **V. ASO President Greg Jennings or designee.** No report was made at this time.

12  
13 **VI. Academic and Professional Matters**

14 #1. The Senators do have the responsibility to carry back to faculty the wording  
15 and working of the MOU passed by the College Council on September 25, 2006.

16 #3. Amiee Preziosi and Marlene Shepherd are appointed to the Program Review  
17 Committee. A reminder was made that all committee appointments have expired  
18 and need to be renewed and/or reassigned. In accordance with governance  
19 agreement and in our constitution, these appointments shall have a notice of  
20 vacancies published to faculty.

21 #5. All committees are required to have a quorum of 50% in order to take official  
22 action. **MSP**

23 #6. Hospitality program discussion deleted reference to Msy 9<sup>th</sup>. Program **MSP**

24 #7. President shall meet with Ms. Crippens and Olga Shewfelt to clarify the  
25 status of distance learning program for our campus, since this is a Senate committee.  
26 MOU mentions DL as a recommendation.

27 #8. Since Bob Sprague was not present, the reassigned time issue was postponed  
28 until the next Senate meeting.

29 #10. Action to place the person in the office of Senate Treasurer on the Budget  
30 Committee was debated. Since some felt that any interested person should be considered  
31 instead of the officer being automatically placed on the committee; while others felt that  
32 it makes sense to have the Treasurer as member of the Budget Committee, this item was  
33 tabled for further study. **MSP**

34 #12. Accreditation Report was made my Fran Leonard, who stated that working  
35 members were still needed on the individual committees. Work is progressing on the  
36 civility, trust, and respect aspect of the up-date report for March.

37 Since time has elapsed for this meeting, the rest of the agenda items shall be  
38 considered at the next regular Senate meeting.

39  
40 **VII. Adjournment 3:11 P.M.**

41  
42 Respectfully submitted,

43 Joyce Sweeney, Interim Secretary

44  
45 **NEXT MEETING OCTOBER 10, 2006**