Los Angeles Community College District
West Los Angeles College at Culver City
Meeting of the Academic Senate
Minutes
October 10, 2006
Winlock Lounge

Senators Present: Crippens, Eloise, President; Patterson, Rod, Vice President; Siever, Patricia, Treasurer; Sweeney, Joyce, Secretary; Aguiar, Aracely; Blustein, Bonnie; Chow, Judy, DuBois, May; Floyd, Suzanne; Jacobson, Nikki; Kazahaya, Dianne; Levy, Murray; Leonard, Fran, Morrison, Phyllis, Nicholas, Vanita; Quitschau, Karen, Taylor, Alice; Workman, John; Zolner, Paul.

Guest Present: Rocha, Mark, College President; Oester, John, VP Administrative Services, Ichon, Eric; Sprague, Bob; Ulrich, James

I. Call to order:
The meeting was called to order at 12:50 P.M. by President Eloise Crippens.

1. Confirmation of the agenda MSP

2. State of the Budget. Financial VP, John Oester presented the WLAC budget for the current academic year which shows that the college has a deficit of $1,200,000 assuming the retention money of $729,000 is included. If our attendance goal is not reached, then the retention money sum will be added to the deficit, increasing the deficit to $1,927,000. Both sessions of Summer School 2006 were counted to reach the attendance numbers used in this accounting, and the figures used for the Winter, Spring and Summer I 2007 sessions are projected assumptions, based on previous years’ numbers. The college is 170 FTES short of that one year ago and to reach our goal, the projected numbers must be increased. Traditionally, we have a fall off in the Spring enrollment compared to the Fall, and night class enrollment continues to decline. It appears to be a retention problem as there is a 9% increase over last fall in new students’ enrollment. The faculty has been asked to maximize the resources that we have and retain as many students as possible.

IV. Administrative Report
The agenda was modified to hear the report from President Mark Rocha at this point. MSP President Rocha remarked on a report he had been reading which pointed out that schools make a contribution to the
improvement of cities. WLAC is beginning to ask the right questions. Now the need is for us to have the right answers. The charge of the Senate to produce a new Educational Master Plan was again stated. Opportunity includes the on-line classes where appropriate, as the on-line student is a different student, which compliments the campus classes. There is a need to reinforce basic skills here on campus as well. An agreement needs to be in place as to how the revenue is to be shared equitably.

3. Minutes of the September 26, 2006 meeting were corrected and approved. MSP

II. Public Speakers
There were no Public Speakers at this meeting.

III. Senate Officers Reports:

1. President Eloise Crippens
   The new Associate Degree requirements that will be in place effective Fall 2009, shall include English 101 and Math 125. All students must have taken these courses for graduation after that date. The Mathematics division is currently conducting a study to meet this mandate. It was requested that Edward Pai conduct a study to track students for an accurate picture.
   Notice that Chancellor Rocky Young has asked that College Presidents and Vice Presidents be evaluated was distributed to the Senate. As deans are under a different contract which outlines the method for their evaluation, they are not to be included in this directive.
   For information purposes, a memo from the State Executive Vice Chancellor and General Counsel regarding Public Records Act Requests for Disclosure of Faculty Aggregate Grads Legal Advisory 06-02, along with a statement regarding Academic Freedom, were distributed.
   The Senate was reminded that committees need members, but please ask for appointment to a committee before attending. The Student Success committee seems to have only 2 faculty, and it needs to be reviewed and to include a librarian.

2. Vice President Rod Patterson
   There will be a meeting of the Educational Policy and Standards Committee on October 18th in the PCR.

3. Patricia Siever, Treasurer
   The treasury now contains $466.37. The treasurer is developing a new report form for ease in comprehension.

V. ASO Report
No report was made.
VI. Academic and Professional Matters

1. Curriculum Committee report made by chair, Lloyd Thomas, stated that the Paralegal Program would like to add courses to keep current with other paralegal programs offered nationwide. A motion had been made to follow the recommendation of the Committee to allow new paralegal courses, however, the division, which this program is part, has not completed updating outlines. It is a policy of the Senate that no new courses shall be added to any division that has not completed updating the course outlines of all the courses offered in that division. November 22, 2005 minutes show a one-time exception addition and December 13, 2005 Minutes a “one time” exception was made to add a course to the Drug/Alcohol program. A vote was called to approve the recommendations of the Curriculum Committee to allow additional Paralegal courses. MSP.

2. Accreditation report from Fran Leonard. The Accreditation website includes minutes of the separate committee meetings for accreditation and other pertinent information. The faculty is asked to refer to this site for information. The Progress Report is being written and progress is being made. The need to validate statements with documentation is now being addressed. The fact-finding mission is looking at the use of SLO’s, asking how many divisions/departments are using them. Some of the problems have been the result of the District’s decision to decentralize the processing of employee evaluations. The colleges have assumed responsibility for their administration.

3. Program Review/Unit Plans, Noticed Motion for the next meeting was made by Fran Leonard. Move that the Academic Senate reconsider its policy that no new courses will be approved while other disciplines in the same Division still have course outlines to be up-dated.

4. Appointment of Faculty Members to Committees Li Lei was appointed to Comprehensive Program Review Committee. MSP

5. Noticed Motion concerning Shared Governance was discussed. V P Patterson assumed the chair so President Crippens could speak to the motion. Any measure concerning things academic, by State Law, must come under the purview of a college’s Academic Senate. The first shared governance agreement was made under Frank Quiambao, which was then modified to include a structured College Council. This new Collegial Agreement was signed by Eloise Crippens and
Doris Givens. It stated the Planning Committee was under the new College Council. Currently, there are six faculty members appointed by the Senate on the Planning Committee. The motion, as read, tried to over-lay the MOU with the former agreement signed by Quiambao; and not the new, signed by Givens. The motion was then referred to the Executive Committee for study, who will report to the Senate by the next regular meeting.

6. Reassigned Time A final list is still not complete, as input from Administration is needed. The reassigned time policy, without the list, was approved by the Senate. MSP It was then requested that the final list when compiled, be included in the report.

7. FPIP Committee Report (informational) was made by Phyllis Morrison. There are 26 full-time probationary positions to be considered and prioritized. Counseling positions are given equal opportunity with faculty positions.

8. Matriculation Fall Report A written copy of the report was received, with the oral report given during the October 24, 2006 meeting.

9. Fall College Retreat information was given by Patricia Siever, who is the coordinator for the event. This will be held on campus, HRLC fourth floor on Friday, November 3, 2006. The agenda for the day was distributed. We are to localize the State and District goals, working together as a team. Everyone is invited – not just the “leaders” and was asked to bring a baby picture of them self to use with the “icebreaker” segment of the retreat.

VII. Adjournment at 3:10 P.M.

Next Meeting October 24, 2006

Respectfully submitted,

Joyce Sweeney, Secretary