Los Angeles Community College District
West Los Angeles College at Culver City
Meeting of the Academic Senate
Approved
November 14, 2006
Winlock Lounge

Senators Present: Crippens, Eloise, President; Patterson, Rod, Vice President; Siever, Patricia, Treasurer; Sweeney, Joyce, Secretary; Aguiar, Aracely; Blustein, Bonnie; Brown, Stephen; DuBois, May; Froloff, Cathy; Sprague, Robert; Hager, Robert; Harris, Lartee; Jacobson, Nikki; Jordan, John; Kazahaya, Dianne; Leonard, Fran; Michels, Margoe; Morrison, Phyllis; Patil, Ashok; Quitschau, Karen; Simone, Yvonne; Taylor, Alice; Workman, John; Zolner, Paul.
Guests Present: Rocha, Mark, College President; Jennings, Gregory, ASO President; Banday, Patricia; Thomas Lloyd; Ichon, Eric; Rouzan, Sherron; Foster, Adrienne

I. Call to order:
The meeting was called to order at 12:57 P.M. by President Eloise Crippens.

1. Confirmation of the agenda
Amended to hear Curriculum report before item 4 on agenda. MSP

2. Administrative Report – Dr. Mark Rocha
The Accreditation update report is in progress. Thanks were expressed towards the chairs and subcommittees for producing drafts which speak to the actual documented progress in the areas defined by the Commission. The Senators may be quite helpful in pointing out specific actions that are not yet mentioned in the drafts. The Steering Committee will produce the final document which will be mailed to every faculty member at home so they may read it.

Plans to make the college enrollment grow are being made and implemented. WLAC is still short of the needed student numbers, but the budget will be balanced this year and in subsequent years. This will have an effect on every department of the college. If WLAC does not succeed in balancing the budget, the District will step in and seriously curtail future budgets, so this is a necessary wake-up call. A compendium of ideas has been presented to the college leadership for a more expanded course of action. Vice President Stansbury spoke of the outreach program at neighboring high schools and expanded ‘phone bank with a live person answering will be in place after Thanksgiving, and one-stop registration days on December 12th and 13th. Faculty volunteers are needed to help in this project.

3. Minutes
Approval of the Minutes of the October 24, 2006 meeting were tabled until the next meeting, November 28, 2006 MSP

II. Public Speakers
None
III. Senate Officers’ Reports:

1. President Eloise Crippens
   No report

2. Vice President Rod Patterson
   Report was held for later during committee reports.

3. Patricia Siever, Treasurer
   We are awaiting the additional money from DAS. WLAC’s treasury contains $700.86. There is a need for a workable budget as the meeting lunches are “eating up” our treasury. The various forms that are being used for reimbursements, i.e., tuition and conference attendance, need to be made conformed with the Contract, Article 23.

IV. ASO Report

   The President, Greg Jennings reported that the food drive is being held with barrels around campus for donations. There is an up-coming toy drive planned. The ASO’s web-site is up and running. Students from our ASO were sent to San Francisco for the general meeting of colleges. There will be an International Students’ Day with food and music held on December 14th. The ASO will be offering free blue books and pencils for students that need such items. Ms. Crippens stated that she would like to have offered a test taking skills workshop. Any faculty interested in participating in such as workshop, please e-mail her.

V. Academic and Professional Matters

   1. Curriculum Committee report was given by the chair, Lloyd Thomas who stated that the business scheduled for October shall be heard at the November meeting, due to his illness.

   2. Accreditation report from the chair, Fran Leonard. The up-date report that is now being written is to be a perspective of what has been accomplished by our college with factual data. The Commission wants to see proof of actions and no new ideas or advice.

   3. Executive Committee Report to the Senate on D/DE

      As a substitute motion to the one on the floor, the Educational Policies and Standards Committee recommended the establishment of the Distance Education/Distance Learning Committee. There was an open call for nominations to this committee with criteria of an interest in serving on the committee together with a desire for a secure future for the program. The committee shall have a balance of faculty having served as an on-line teacher as well as several who have not served as such, and participation of non-voting resource persons. The term length of committee members shall be staggered in conformity with the Academic Senate policy. This committee is charged with developing the policy, goals, and agendas for D/DL at WLAC. They shall also prepare periodic reports to the Academic Senate. MSP

4. The Senate appointed Matt Robertson to Comprehensive Review Committee.

Araecelli Aguiar reported that a program of Certified Nurse Assistant as been established for this campus with State approval of faculty and program. Initially there were 36 students enrolled. It is mandated that a 1 to 15 ratio of teacher to student be established.

The California Depart of Justice demands the students be fingerprinted and have received
all immunizations. Next semester, a Geriatric Care Technician program will be up and running. All these students are mandated to have a criminal background check to be licensed. Also, next semester, the next CNA group will start.

6. The College and Senate Committees were considered and term staggering established for each of the committee members by tossing a coin. (See Attachment for complete list)

7. Executive Committee Recommendation Faculty awards from outside sources were discussed. In order to be more pro-active in nominating faculty for these awards, they shall be publicly announced through e-mail to all faculty for nominations. Criteria for these awards are established in each individual award. If further criteria are needed, they shall be set by the Executive Committee.

8. Open Forum Nikki Jacobson requested that sufficient space be found for the Paralegal Program since this program is in very cramped, insufficient quarters. A campus-wide policy for granting program office space should be established.

II. Adjournment at 3:20 P.M.
Next Meeting November 28, 2006

Respectfully submitted,
Joyce Sweeney, Secretary
SENATE COMMITTEES – 2007
Length of Terms indicated to start with this year

Academic Senate Nominating Committee
(Meeting TBA during election period)
1. Chair Scott Finerman – 2
2. Margo Michels – 1
3. Paul Zolner – 2
4. Richard Olivas – 1

Admissions Committee
(Meeting TBA)
1. Sherron Rouzan – 1
2. Andrea Fredericks – 1
3. Betty Jabobs – 2
4. Mary Jane McMaster – 2

Distance Education Committee
(Meeting time TBA)
1. Chair Eric Ichon – 1
2. Vice Chair Alice Taylor - 2
3. Vanita Nicholas, Business – 2
4. Richard Olivas, History – 2
5. Aimee Preziosi, Anthropology – 1
6. Bruce Anders (AFT) – 1
7. Faz Elahi (AFT) – 2
8. Cathy Froloff (alternate)

Education Policy and Standards
(Meeting, Wednesday)
1. Chair Academic Senate VP Rod Patterson
2. Phyllis Morrison – 2
3. Robert Sprague – 1
4. Mary Jane Mc Master – 2
5. Patricia Siever – 1
6. Joyce Sweeney – 2
7. Senate President Eloise M. Crippens, resource

Matriculation Committee
(Meeting 4th Wednesday, monthly 12:30 P.M)
1. Chair Patricia Banday – Matriculation Coordinator
2. Chuck Amaugo – Financial Aid
3. Diana Baxter – Admissions Supervisor
4. Ana Chang - Student/Assessment – Student Services Aide
5. Mary Fellows – Assessment – Senior Proctor
6. Gregory Jennings, - ASO President
7. Jackie Manheim - Admissions
8. Marty Turner – Student/CGCA
9. Elizabeth Evans – Child Development Chair – 2
10. Anthony Gamble, Transfer Center Counselor – 2
11. Betty Jacobs – English Department Chair – 2
12. Mary Jane McMaster – Math Department Chair – 1
13. Alma Narez-Acosta – Counseling/EOP&S – 1
14. Karen Quitchau – ESL Faculty – 2
15. Nancy Sander – ESL Chair – 1

Assessment Sub-Committee
1. Patricia Banday – Matriculation Coordinator
2. Nick Dang – Information Technology
3. Bill Duxler – Director APMS
4. Betty Jacobs – English Department Chair
5. Karen Quitchau – ESL Faculty
6. Nancy Sander – ESL Department Chair

Faculty Prioritization
(Meeting)
1. Chair Phyllis Morrison – 2
2. Cathy Froloff – 1
3. Norma Jacinto – 2
4. Jack Ruebensaal – 2
5. Mesfin Alemayehu – 1
6. Dean Abe Farkas
7. Dean Maria Mateo

Faculty Rank (elected)
(Meeting)
1. Chair Rod Patterson
2. Barbara Sholle
3. Diane Kazahaya
4. May DuBois

Student Success Committee
(Meeting)
1. Bonnie Blustein – 2
2. Patricia Banday – 2
3. Anthony Gamble – 2
4. Cathy Froloff – 1
5. Judy Chow – 2
6. Betty Jacobs – 1
7. Bill Whyte – 1
8. Patricia Siever – 1
Student Learning Outcome Committee
(Meeting )
1. Chair Paul Stansbury, VP of Administrative Services
2. Lloyd Thomas, curriculum – 1
3. Betty Jacobs, English – 2
4. Fran Leonard, English – 2
5. Academic Senate TBA – 1
6. Betty Regalado, VP Student Services
7. John Oester, VP Administrative Services

Transfer Task Force
(Meetings monthly 3rd Wednesday 1:00 P.M.)
1. Chair Anthony Gamble -1
2. Paul Stansbury
3. Marie Mancia
4. ASO Greg Jennings
5. May DuBois – 2
6. Sherron Rouzon – 1
7. Eloise Crippens – 2

Curriculum Committee
(Meeting last Wednesday of the month)
1. Chair Lloyd Thomas
2. Vice Chair Rod Patterson
3. Dathy Wolf – Counseling
4. Colleen Matsuhara – Dance, Health, & PE
5. Ara Aguiar – Allied Heath
6. Norma Barragan – Behavioral And Social Science
7. Nancy Sander – Language Arts
8. Vanita Nicholas – Business
9. Marcus Butler – Computer Science
10. Anna Chiang – Computer Science
11. Eloise M. Crippens – Articulation

Program Review Committee – (Senate/College)
(Meeting )
1. Co-Chair Cathy Froloff - reassigned
2. Co-Chair Fran Leonard - reassigned
3. Isabel Chung
4. John Oester
5. Ed Pai
6. Paul Stansbury
7. ASO – Greg Jennings
8. Art Lara
9. Aimee Preziosi – 1
10. Marlene Shepherd – 2
Campus Organization: Technology Committee  (College/Senate)

(Meeting)

1. Chair VP of Academic Affairs, Paul Stansbury
2. VP of Administrative Services, John Oester
3. VP of Student Affairs, Betty Regalado
4. Murray Levy, Faculty – 2
5. Ken Lee, Faculty – 1
6. Clyde Titus, Faculty – 1
7. Eric Ichon, Faculty – 2
8. Adrienne Foster, Faculty – 2
9. Diane Matsuno, Classified
10. Nick Dang, Classified
11. Ed Pai, Classified

Strategic Enrollment Management Committee  - (Senate/College)

(Meeting)

1. Academic Senate Representative TBA
2. Academic Senate Representative TBA
3. AFT Faculty – Richard Block
4. AFT Faculty – Olga Shewfelt
5. AFT Classified – Joann Haywood
6. AFT Classified – Art Lara
7. Classified Forum
8. Classified Forum
9. ASO
10. ASO
11. Administrative – Paul Stansbury
12. Administrative – Isabel Chung
13. Administrative – Glen Schenk
14. Division Chair – Betty Jacobs
15. Division Chair – Carlos Ramos
16. Division Chair
17. Dean of Planning and Research as Resource staff and others to be called as needed

Basic Skills Task Force  (College)

(Meeting)

1. Co-Chair – VP Academic Affairs Paul Stansbury
2. ASO President Gregory Jennings
3. AFT Guild
4. Classified Council
5. Mary Jane McMaster, Math – 1
6. Betty Jacobs, English – 1
7. Elizabeth Jordan, Learning Skills – 1
8. Alma Narez Acosta, Counseling – 2
9. Lloyd Thomas, Curriculum – 2
10. Academic Senate TBA
11. Academic Senate TBA

Facilities Committee (College)

(Meeting )
1. Chair VP of Administrative Services John Oester
2. Academic Senate Nikki Jacobsen – 1
3. Academic Senate Ara Aguiar – 2
4. Administration Allan Hansen
5. Administration Paul Stansbury
6. Administration Lawrence Jarmon
7. AFT Faculty Elisabeth Jordan
8. AFT Faculty Lloyd Thomas
9. AFT Staff Guild Christina Misner
10. AFT Staff Guild Lorraine Patriarca
11. ASO
12. Local 347 Abel Rodriguez