

**Recommendation Committees' Chairs' Meeting Minutes**  
**of**  
**Thursday, September 21, 2006**  
**1 pm – 2 pm**  
**CE-203**

Attending: Fran Leonard, Rod Patterson, Mark Rocha, Yvonne Simone, Bob Sprague, Paul Stansbury  
Absent (excused): Eloise Crippens, Sherron Rouzan, Olga Shewfelt

- I. The minutes from the meeting of September 7, 2006 were approved.
- II. The committee then discussed the proposed revision to the timeline.
  - A. The committee approved the revision to the timeline, which adds the following dates:
    - 11/3 DRAFT of progress report to the College Council
    - 11/4 DRAFT of p.r. with noticed motion to the Academic Senate
    - 11/28 Discussion of DRAFT by Academic Senate; possible action
    - 12/11 ACTION by College Council on draft
    - 12/12 (if needed) ACTION by Academic Senate
  - B. The committee also discussed other venues/committees where the DRAFT will be shared, including but not limited to: AFT Faculty Staff meeting, AFT Staff Guild meeting, Divisional Council meeting, College Planning Committee, senior staff
  - C. Town Hall meeting(s) will also provide opportunities for "hearing moments."
- III. Committee chairs/co-chairs report
  - A. Rod Patterson reported on Recommendation #9 (Employee Evaluations) members: Nuala Lincke-Ivic, Dr. Maria L. Mateo, Christina Misner, Hansel Tsai  
No changes to the committee's meeting dates, times, location
  - B. John Oester is the administrator appointed to Recommendation #5 & #4/2000 Committee (Planning, etc.)
  - C. Fran emailed a format for committee minutes to all chairs and co-chairs. Approved committee minutes will be posted at the accreditation website. These should be emailed to all recommendation committees' chairs, the college president, the ALO and the faculty chair.
  - D. Action items are being developed as committees hold their meetings.
- IV. Fran distributed a handout of a "journal" that records events and decisions relating to key recommendations' specified actions. It also suggests how to capture these as they happen, along with gathering the appropriate evidence and documentation (committee meeting minutes reflecting actions taken, event flyers/announcements, etc.).

The meeting adjourned at 2:50 pm.

Respectfully submitted by Fran Leonard, faculty chair

Future meeting dates: 10/5, 10/21, 11/5, 11/16, 12/7

*Vision*

*Through innovative programs and responsive community service,  
West Los Angeles College empowers students to succeed.*

*Student Learning Outcomes*

<i>Critical Thinking</i>	<i>Communication</i>	<i>Aesthetics</i>	<i>Quantitative Reasoning</i>
<i>Self Awareness/Interpersonal Skills</i>	<i>Civic Responsibility</i>		<i>Technical Competence</i>
	<i>Cultural Diversity</i>		<i>Ethics</i>