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