

College Council Chair
Fran Leonard (12)

Academic Senate
Adrienne Foster, PhD
Judy Chow
Helen Young

Administration
Betsy Regalado
Bob Sprague
Ken Takeda

AFT Classified
Joann Haywood (12)
Sheila Jeter-Williams (12)

AFT Faculty
Bruce Anders
Richard Olivas
Olga Shewfelt (12)
Bonnie Blustein
(alternate)

ASO
Durrell Levy

President, Ex-Officio
Nabil Abu-Ghazaleh

SEIU 721 campus representative
Abel Rodriguez

Local 99
Zulma Mena

Teamsters
Rebecca Tillberg

Standing Committee Chairs

Accreditation

Fran Leonard

Budget

Ken Takeda

Enrollment

Management

Betsy Regalado, Ken Lin

Facilities

Ken Takeda

Jane Witucki

Planning

Rebecca Tillberg

Resource Development

Mark Pracher

Technology

Bob Sprague &

Vidya Swaminathan

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College Council Approved Minutes

Thursday, March 1, 2012

1 pm – Winlock

Attending: Bruce Anders, Michael Goltermann for Rebecca Tillberg, Sheila Jeter-Williams, Fran Leonard, Durrell Levy, Zulma Mena, Richard Olivas, Betsy Regalado, Mister Searcy, Olga Shewfelt, Helen Young

Guests: Alan Hansen, Mister Searcy

1. Minutes of the February 9, 2012 meeting

There was discussion regarding the voting on the proposals submitted by the Host Committee for the \$80K Gala funds. Details of the voting process will be captured in the corrections of the February 9, 2011 College Council minutes.

2. President's Report

VP Betsy Regalado of Student Services reported on behalf of the President who was attending the Achieving the Dream conference in Dallas. Student Services is in the process of moving into the new Student Services building. Starting March 5-9, 2012, all services will be closed in order for Student Services to complete their move.

D Village move – they are in the process of dismantling and moving offices to other buildings. The move schedule has been pushed up in order to accommodate the spring break session April 2-9.

The president is requesting to reframe the process currently supporting planning and resource allocation. A task force will be formed shortly after the accreditation team visit to West.

Council members shared their findings from the recent Mock Visit to West with Yasmin Delahoussaye from the district on Tuesday, February 21, 2012.

Standard IV – Olga Shewfelt stated there were helpful questions asked regarding different angles of shared governance.

Betsy Regalado stated most of the questions she was asked focused on Distance Learning program for students and whether they benefit the faculty or the students and how do you know?

Standard III – Resources – Ken Takeda stated that he will check to see if there were any audits from KPMG. One of the questions raised was does West have a sufficient budget to maintain the total cost of ownership which is linked to budget.

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Feedback on Standard III – College Facilities Master Plan and the EIR is not the Facilities Master Plan but is a separate document. Define what the Facilities Master plan and what the EIR is. They both exist in the same document. There needs to be a separate document stating what the college will be building. A meeting will be held next Monday, March 5 on this issue. The original EIR reports were approved by the Board in May 2005. The original SEIR only dealt with A and AA and the SEIR is a supplemental report of our original document.

Standard IV - Governance and Leadership –Fran mentioned one of the questions the mock team shared was that participation is still a challenge. and how West is addressing this. The data from the planning agendas can be used to have a reporting system that better defines participation and also checks committee participation of faculty.

Olga Shewfelt and Adrienne Foster have hosted some faculty workshops and have made progress. The data on how many people participated in annual Leadership Retreats can also be used.

Staff workshops – West held two workshops focusing on accreditation last Friday, February 24, 2012. 60 staff, faculty, administrators and students attended.

Survey Monkey results of last Friday’s workshop were shared by Fran with Council members. Very positive responses were collected and there was a 35% response rate from last Friday. Fran shared her copy of 2012 Planning Agendas with an implementation matrix indicating how the college is making progress with each.

Budget Committee– Ken Takeda, VP of Administrative Services, reported that the Budget Committee met on February 22, 2012. Rebecca Tillberg has been elected as the representative from the Planning Committee. The review of financials ended Dec. 31, 2011. The District met with the Budget Committee to project out the second half of the year. West is at \$764,000 which includes \$80,000 in dedicated revenue and we are looking at \$800,000 for the second quarter review. There was discussion about next year’s preliminary budget for 2013 – West has to reflect a 1.25% in workload in paid FTES. There is a \$149M shortfall. For our district, it’s approximately \$13M. West has to reflect a 7.08% cut that will be uploaded to the District this Friday, March 2, 2012.

Role of Budget Committee is relevant to College Council and is a link to Planning Committee. The Budget Committee agreed to meet twice a month in order to work on meeting the May deadline.

Enrollment Management Committee will meet next Thursday, March 8, 2012

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Facilities Committee meets next Monday, March 5, 2012

What percentage of FTES makes up online students at West? One Council member recommended this answer could be noted on the college integrated strategic plan document.

One Council member made a motion to approve the college integrated strategic plan document.

ACTION ITEM - It was unanimous to approve the college integrated strategic plan document.

ACTION ITEM -Review the mission statement every three years, to begin with the 2010 adoption of West's mission statement. There were no objections. There was consensus to review the mission statement every three years.

ACTION ITEM – To hire an additional person in IT to provide support to those who have background expertise in Apple Technology.

This recommendation from the Technology Committee is being returned to the committee with a note that such a request needs to be added to the IT Program Review update this spring.

Discussion followed of the need to go through the appropriate process.

G. Memorial trees/plaques – A. Hansen

Trees used to be planted along the pedestrian walkway on campus in honor of people who had passed away before Turner made this into a pedestrian walkway. A plaque with individual's names on it was removed by Turner and never replaced. This needs to be an item on the Facilities Committee meeting next Monday, March 5, 2012. A College Council member moved that this item be sent back to the Facilities Committee for review at next Monday's meeting.

The meeting adjourned at 2:35 pm.