

**College Council Chair**  
Fran Leonard (15)

**Academic Senate**  
Adrienne Foster, PhD  
Judy Chow  
Laura Peterson  
Helen Young  
Kevin Considine  
(alternate)

**Administration**  
Phyllis Braxton  
Bob Sprague  
Ken Takeda

**AFT Classified**  
Joann Haywood (14)  
Sheila Jeter-Williams (14)

**AFT Faculty**  
Richard Olivas ( )  
Olga Shewfelt ( )  
Bonnie Blustein  
(alternate)

**ASO**  
Raymond McDaniel (14)

**SEIU 721 Steward**  
Abel Rodriguez

**Teamsters**  
Rebecca Tillberg

**President, Ex-Officio**  
Nabil Abu-Ghazaleh

**Standing Committee Chairs**

**Accreditation**  
Alice Taylor  
Bob Sprague, ALO

**Budget**  
Ken Takeda

**Enrollment Management**  
Phyllis Braxton

**Facilities**  
Ken Takeda  
Kevin Considine

**Planning**  
Rebecca Tillberg

**Resource Development**  
Bob Sprague

**Technology**  
Vidya Swaminathan  
Bob Sprague

Approved Minutes  
September 5, 2013  
1 pm –Winlock Lounge

Attending:

<b>Member</b>	<b>Present</b>	<b>Absent</b>
<i>Aracely Aguiar for Bob Sprague</i>	x	
<i>Bonnie Blustein</i>		X
<i>Phyllis Braxton</i>	X	
<i>Judy Chow</i>	x	
<i>Kevin Considine</i>	X	
<i>Adrienne Foster</i>	X	
<i>Joanne Haywood</i>		X
<i>Sheila Jeter-Williams</i>		X
<i>Raymond McDaniel</i>	X	
<i>Richard Olivas</i>		X
<i>Laura Peterson</i>	X	
<i>Abel Rodriguez</i>	X	
<i>Olga Shewfelt</i>	X	
<i>Ken Takeda</i>	X	
<b>Ex-Officio</b>		
<i>Nabil Abu-Ghazaleh</i>	x	
<b>Standing Com Chairs</b>		
<b>Guests</b>		
<i>Allan Hansen, Facilities</i>	X	
<i>Rebecca Tillberg</i>		
<i>Resource Development</i>	x	
<i>Alice Taylor, Accreditation</i>	x	
<i>Jay Adriano, ASO</i>	x	

- I. *Confirmation of the Agenda. The agenda was confirmed and the meeting was called to order at 1:15 pm.*
  
- II. *Draft Minutes of June 20, 2013. The draft minutes of the College Council Executive Committee meeting of June 20, 2013 will be sent out electronically to members for approval by Fran Leonard.*
  
- III. *President’s Report. The President welcomed members back for the fall semester and thanked those who participated in the successful hiring of twelve new fulltime faculty. The President reported that*

College Council Mtgs. 2012-13 – SSB 414  
1st Thursday of each month from 1-3 pm  
Sep 6, Oct 4, Nov 1, Dec 6, Feb 7, Mar 7, Apr 4, May 2, June 6

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advertising is increasing for West and the District has requested West to grow 3.63-4%. The District will fund at cost.

- IV. *Standing Committee Reports.* The enrollment plan will be such that all of summer 2014 will be pushed into the following year. Summer 1 will be part of 2014-2015 as we need to count as much into the new year. The 2012-13 summer session was counted in the previous year. As of yesterday, September 4, 2013, the college's plans include a process of determining availability of faculty, establishing priority lists and the number of class sections to offer. West will have a small winter intersession for 2014.
- V. *College Council Self-Evaluation.* Fran asked Council members if there were any new terms for the standing committees.

The new Co-Chair of the PIE Committee is Carmen Dones. There was discussion about what happens when there is a vacancy due to illness leave, etc. The Council will note this for future discussion.

Fran announced the goals for the October College Council meeting, including planning for the Leadership Retreat to include participants of the FELI conference held in June 2013.

- VI. *Facilities Committee Proposal.* A presentation and information and discussion of recent construction projects and remodels were presented by Allan Hansen and Kevin Considine of the Facilities Committee. The remodel of the Career Education (CE) building and final demolition of A9 was projected on screen.

Allan Hansen walked the committee through the construction master plan proposal dated 9-16-13 which was projected on screen. Project scope – for each project – TLC 2 - cost estimate - \$18 M – TLC costs less to build – there will be an elevator in the building to transport people to the ground level to the bridge into the TLC. This is based on the needs assessment and will have easy access. Two primary divisions in the TLC would be Business and Computer Science. Both divisions have consulted with square footage and classrooms which is not final. There will be easy access to Westside Extension.

- TLC 2 - 47,000 gross sq. ft in a 4-level structure  
AFT Faculty, AFT Staff, and Academic Senate Offices, and Sheriff's Station will be housed in the bottom floor of the building.
  - B6 bungalow will remain and end up with two data centers.
- There was discussion of establishing a permanent reception station on the ground floor of the TLC2.

Watson II Center – cost estimate - \$7.55M

There was discussion of placement of building and to see how they have met a needs assessment.

There was approval of what would be in this site – proposed site

- Motion Picture & TV Production program, sound stage & prop house costume lab, faculty offices, dance studios – cost estimate - \$2.27 M, 2500 sq. ft bldg.
- HLRC Renovation -expanding 4<sup>th</sup> floor, utilizing deck spaces, hi-speed elevators in – will have less space for students.
- Administrators & staff from Academic Affairs from the CE bldg. will be relocated to fourth floor, HLRC – convert existing enclosed space into office space for Academic Affairs.
- CE Renovation – for ASO, faculty & staff training
- SC Renovation – \$0.89M- Repro & mailroom moved into SC
- B4 & B5 – put in a bridge between these two bldgs. and add new elevator
- Anthropology will go into MSA bldg.

Fran announced at 3 pm that the meeting is supposed to adjourn but there were still additional agenda items to discuss. Adrienne Foster requested that the meeting be extended to 15 additional minutes.

Part I & Part II are both part of our Facilities Master Plan

Part I is actual construction that will take place and already funded.

Part II is conjecture about what we might need to do.

## VII. *Standing Committee Reports*

### B. Accreditation

Alice Taylor reported on two different matrixes which she shared with Council members. Discussion followed about these matrixes. Alice asked for the committees to think about what it is they need to do for accreditation within their charges and how they should proceed. The next Accreditation Steering Committee is scheduled for Monday, September 9 at 3:00 p.m. in Winlock Lounge.

F. Planning & Institutional Effectiveness Committee

Rebecca Tillberg shared the self-evaluation of this committee with Council members.

Holly Bailey-Hoffman is Co-Chair of the Educational Master Plan Update Workgroup.

VIII. *ATD Update*. Clare Norris thanked everyone who participated in *making Flex Day a success*.

The meeting adjourned at 3:20 p.m.