

College Council Chair

Fran Leonard (15)

Academic Senate

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

Administration

Betsy Regalado
Bob Sprague
Ken Takeda

AFT Classified

Joann Haywood (14)
Sheila Jeter-Williams (14)

AFT Faculty

Richard Olivas (12)
Olga Shewfelt (12)
Bonnie Blustein
(alternate)

ASO

Gabriel Brown (13)

SEIU 721 Stewart

Abel Rodriguez

Teamsters

Rebecca Tillberg

President, Ex-Officio

Nabil Abu-Ghazaleh

Standing Committee

Chairs

Accreditation

Budget

Ken Takeda

Enrollment

Betsy Regalado & Ken Lin

Facilities

Ken Takeda

Kevin Considine

Planning

Rebecca Tillberg

Resource Development

Bob Sprague

Technology

Vidya Swaminathan

Bob Sprague

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Adrienne Foster
Jo Ann Haywood
Fran Leonard
Olga Shewfelt
Bob Sprague

Minutes

August 9, 2012

10:00 AM – 2:00 PM

HLRC, 4th floor

Member	Present	Absent
Gabriel Brown	x	
Judy Chow	x	
Adrienne Foster	x	
Joann Haywood	x	
Sheila Jeter-Williams	x	
Fran Leonard	x	
Richard Olivas	x	
Betsy Regalado	x	
Abel Rodriguez		x
Olga Shewfelt	x	
Bob Sprague	x	
Ken Takeda	x	
Rebecca Tillberg		
Standing Com Chairs		
Vidya Swaminathan		x
Invited Guests		
Mary-Jo Apigo, SLOs	X	
Kathy Walton, dean, curriculum, retention, ed services	x	

- I. After calling the meeting to order at 10:10 AM, members introduced themselves.
- II. CC Exec draft minutes of July 31, 2012 were approved.
It was agreed at the July 31 meeting and noted in the meeting minutes that today's Council gathering is a "meeting" rather than a retreat to allow action on recommendations, given the short timeline for responding to accreditation recommendations.
- III. Standing Committee Reports
 - A. Accreditation & Facilities
At the July 31, 2012 CC Executive Committee meeting and recorded in the minutes, the Executive Committee re-affirmed that it takes primary responsibility for overseeing, reviewing and monitoring the responses to the Accreditation recommendations. Since most members of the Accreditation Steering

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Committee are also College Council members, for purposes of this Program Report, the Council will function as the Accreditation Steering Committee.

It was also decided that standing committees of the College Council would take responsibility for forming working groups to determine actions to be taken in the very short timeline to respond to the recommendations.

To capture the actions being taken, Fran Leonard has created a grid to be filled in by those leading the working groups. One example is the group formed after the July 17, 2012 Facilities Committee meeting. As noted in the meeting minutes, the group, led by Ken Takeda, co-chair of the Facilities Committee will work on measurable goals and outcomes by reviewing the ERI, SEIR and other facilities' needs in response to Recommendation 1. To document its processes, the group keeps a schedule and minutes of each work session as well as evidence of their work products.

A timeline for the Progress Report has also been developed and shared with key committees and the Vice Chancellor.

The next Accreditation Steering Committee meeting scheduled for August 6, 2012, will focus on other work groups as well as reports on actions being taken/progress made on the recommendations.

- B. Budget Committee continues to meet and recognizes its role in a number of the accreditation recommendations. No working group has yet been formed. Additionally, the recommendation for co-chairs for standing committees will be detailed for the 1st Council meeting of the fall semester, scheduled for September 6, 2012.

While West has managed to have an ending balance in the last 2-3 years, this year will be particularly difficult. Working with both the Program Review and Planning Committees, the Budget Committee will look at ways to assess whether resources that have been allocated have been used effectively.

- C. Enrollment Management will also need a new co-chair this year. It may consider meeting at a time that works better for teaching faculty to attend meetings.

- D. Planning Committee
Since many of the recommendations relate to planning, this committee plays a key role in working with the groups focusing on specific recommendations.

Fran noted that the Program Review Committee in spring 2012 suggested to the Planning Committee a merging of the two committees to address the low attendance at Planning Committee meetings.

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The Planning Committee considered this recommendation at its May 21, 2012 meeting and will forward this suggestion as an action item for the next Council meeting.

Also under consideration is the suggestion to revise the charge of the committee and rename it to focus more specifically on adding measurable outcomes to these major college plans: Facilities and Technology.

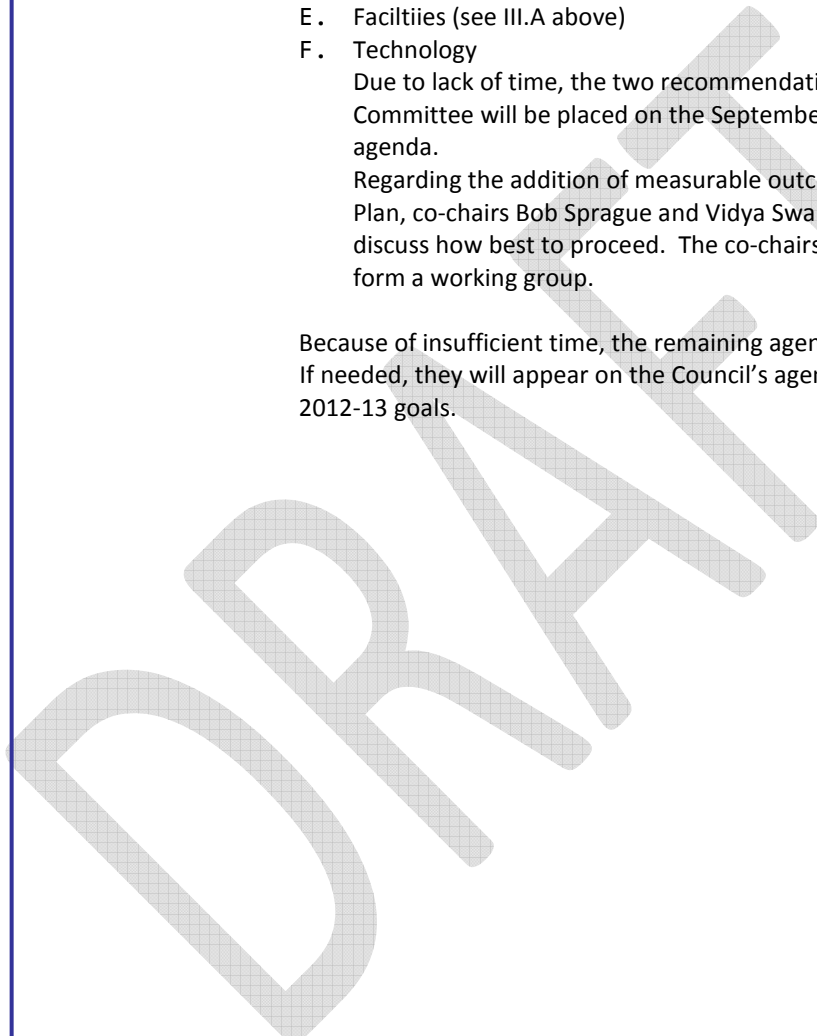
E. Facilities (see III.A above)

F. Technology

Due to lack of time, the two recommendations from the Technology Committee will be placed on the September 6, 2012 Council meeting agenda.

Regarding the addition of measurable outcomes to the Technology Plan, co-chairs Bob Sprague and Vidya Swaminathan have met to discuss how best to proceed. The co-chairs and the committee will form a working group.

Because of insufficient time, the remaining agenda items weren't discussed. If needed, they will appear on the Council's agenda for September 6, 2012: 2012-13 goals.



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