

College Council Executive
July 6, 2011
10:30 am, Winlock Lounge

Attending: Adrienne Foster, Fran Leonard, John Oester, Betsy Regalado, Sheila Jeter-Williams for Joann Haywood, Olga Shewfelt, Bob Sprague, Scott Stamler, Rebecca Tillberg
Guests: Celena Alcalá, Eric Ichon, Todd Matosic, Maureen O'Brien, Darrell Roberson

College Council Chair
Fran Leonard (11)

Academic Senate
Adrienne Foster, PhD
Eloise Crippens
Judy Chow

Administration
John R. Oester
Betsy Regalado
Bob Sprague

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Joann Haywood (11)
Sheila Jeter-Williams (11)

AFT Faculty
Bruce Anders
Richard Olivas
Olga Shewfelt (11)
Bonnie Blustein
(alternate)

ASO
Ahmed Mohsin (11)

SEIU 721 Stewart
Abel Rodriguez

Teamsters
Rebecca Tillberg

President, Ex-Officio
Rose Marie Joyce

Standing Committee Chairs
Budget
John Oester
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1. Call to order and confirmation of the agenda.
The meeting was called to order at 10:30 am.
2. Meeting minutes of June 2, 2011 were approved with the following minor corrections:
Remove note to Judith on page 3 and add the words "allocation reduction levels" at the end of sentence for section B. Budget, on page 3.
3. President's Report. Dr. Joyce thanked members of the Presidential Search Committee for their work. Mr. Nabil Abu-Ghazaleh has been appointed as the new President of West and comes from Coast Community College District as the Vice Chancellor of Educational Services and Technology. He will start on Monday, August 1, 2011.
4. Chair's Report
 - A. Accreditation Update. Fran shared a packet of documents with the committee in preparation for the accreditation self-study. The packet contained updates, timeline, informative notes from an accreditation meeting of Seaside Colleges of June 26, a checklist, and guidelines for the presentation to the Board's Institutional Effectiveness Committee on July 27. Fran will meet with members of the accreditation committee in the PCR this afternoon in preparation for this Board presentation.

Fran noted 13 recommendations from the last accreditation team visit to West and reminded members to keep these at the forefront when working on the self-study. There was discussion of self-study report for Flex Day. Committee members should take the self-study to various places on campus where people work such as the Business Office and Child Development Center to get the report disseminated and generate dialogue about the self-study. Copies of self-study report and sign-off will be shared at Academic Senate, Flex Day and Divisional Council.

Having a classified Flex Day activity to draw in employees was shared with the committee so classified employees could be as informed as faculty and administration.

SLO data – Todd Matosic announced there is a new template that is easier to work with when assessing SLOs. There was discussion of the status of the progress of working on SLOs.

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5. Items and Issues for Consideration and Action

A. Governance - Committee Effectiveness Template

This is self-evaluation of a committee and how it functions at the level of institutional effectiveness. The self-evaluation mechanism is in place. Is it useful and can it be improved? Any goals and accomplishments achieved in an academic year can be listed at the end of the form. A summary of what the committees did during the year can be consolidated into a smaller report.

B. Status of Analysis of Class Cuts on West's Student, last 3 years

There was discussion of how class cuts impacted West's students for the past three years. An analysis of classes from fall 2008-fall 2011 will be done including how many were stand alone.

VP Bob Sprague suggested coming up with five measures on one page and summarize that to look at the cuts in depth. For example, Real Estate has been reduced greatly. Aviation has been cut in half over the last three years. Report could be prepared by August 18th.

C. New web links for Divisions to College Webpage

Nick Dang has identified a software package, Kentico, to meet some of the needs for divisions to have links to the college webpage. Faculty and staff will need training & support.

Issues need to be addressed to update existing website.

The committee discussed the fact that West needs a webmaster at West. Dr. Joyce will bring up at next VP's meeting to address concerns of web posting - solutions going forward. A status report for next CC meeting.

D. Second Free Speech Area – Scott Stamler, President of the ASO

shared a one page document on recommendations for establishing a second free speech area on campus. These recommendations were addressed to Dr. Joyce. Foot traffic on campus has changed due to the construction of new buildings. Dr. Joyce is looking for a recommendation from College Council that ASO is proposing and that was approved by ASO General Council on May 26, 2011.

Recommendation: College Council will put forth a recommendation to College President recommending expansion of the free speech area.

BPMC Recommendation: Change day and time of meeting to 9 am on first Wednesdays.

Bronze name plaques - there was discussion of memorial name plaques of people who have passed on. Have a small group to work on this project to come up with a recommendation for College Council in the near future.

Next meeting of BPMC will meet Monday, July 25th at 9-10 am in Winlock Lounge with the new president, Nabil Abu-Ghazaleh, attending.

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- E. Building Program Management
There was discussion of when the Facilities Committee was merged into the BPMC, and when the BPMC became the Facilities Committee. The minutes have to be located as to when this was recorded.
Action Item: Check minutes to identify or find when the merging of BPMC into the Facilities Committee became effective. Look back three months to see when it was mentioned; effective month of July the Facilities Committee, formally known as the BPMC, was merged into the Facilities Committee. Refer to Dr. Rocha's memo – documented - 2008 – including membership & charge –

There was consensus on changing the name of BPMC to Facilities Committee starting July 1, 2011.

Recommendation: College Council Executive Committee recommended to College President to change the name of BPMC to the Facilities Committee effective July 2011.

6. Standing Committee Reports:
- A. Planning, Rebecca Tillberg
 - C. Resource Development, Bob Sprague
 - D. Technology, Bob Sprague

Next College Council Executive Committee meeting is scheduled for Thursday, August 18th at 1 pm in Winlock Lounge. VP Betsy Regalado announced that Scott Stamler will be ASO President this summer but will be transferring to UC Davis this fall 2011.

The meeting was adjourned at 12:20 pm.