

College Council Chair

Fran Leonard (15)*

Academic Senate

Adrienne Foster (14)*

Judy Chow (14)

Laura Peterson (14)

Helen Young (14)

Kevin Considine
(alternate)

Administration

Phyllis Braxton

Bob Sprague *

Ken Takeda

AFT Classified

Joann Haywood (14)*

Sheila Jeter-Williams (14)

AFT Faculty

Richard Olivias (14)

Olga Shewfelt (14)

Vidya Swaminathan (14)

ASO

Raymond McDaniel (14)*

SEIU 721 Steward

Abel Rodriguez

Teamsters

Rebecca Tillberg

*CC Exec Member

Ex Officio

President

Nabil Abu-Ghazaleh

Standing Committee

Chairs

Accreditation

Alice Taylor

Bob Sprague, ALO

Budget

Ken Takeda

Olga Shewfelt

Enrollment Management

Phyllis Braxton

Marcela Hernandez

Facilities

Ken Takeda

Kevin Considine

Planning

Rebecca Tillberg

Carmen Dones

Resource Development

Bob Sprague

Kathy Boutry

Technology

Vidya Swaminathan

Bob Sprague

DRAFT MINUTES

March 6, 2014

1:00 pm

SSB 414

Title/Role	Name	Present
College Council Chair	<i>Fran Leonard</i>	y
Academic Senate	<i>Judy Chow</i>	
	<i>Adrienne Foster</i>	Y
Academic Senate	<i>Helen Young</i>	Y
Academic Senate	<i>Kevin Considine</i>	N
AFT Faculty	<i>Olga Shewfelt</i>	Y
VP, Academic Affairs	<i>Bob Sprague</i>	Y
VP, Administrative Services	<i>Ken Takeda</i>	y
VP, Student Services	<i>Phyllis Braxton</i>	Y
AFT Classified	<i>JoAnn Haywood</i>	y
AFT Classified	<i>Sheila Jeter-Williams</i>	Y
AFT Faculty	<i>Jack Ruebensaal for Olga Shewfelt</i>	Y
ASO	<i>Raymond McDaniel</i>	N
SEIU 721 Steward	<i>Abel Rodriguez</i>	Y
<i>Ex-Officio</i>		
President	<i>Nabil Abu-Ghazaleh</i>	Y
<i>Standing Com Chairs</i>		
Planning	<i>Rebecca Tillberg</i>	Y
<i>Guests</i>		
Student Success Committee	<i>Clare Norris</i>	Y
Accreditation Steering Committee	<i>Alice Taylor</i>	Y
Educational Master Plan Work Group	<i>Holly Bailey-Hofmann</i>	N

1. *Call to Order.* The meeting was called to order at 1:10 p.m.

2. *Approval of Minutes* – the minutes of College Council of February 6, 2014 were approved.

3. *President’s Report* –Announcements

President Nabil Abu-Ghazaleh briefed the Council on the person suspected of stealing and profiting from people’s IDs. According to the president, the news resonated “for the wrong reasons.” He preferred that the news focused, instead, on student success at West.

The president recently met with fellow presidents and dialogued on how to assess the Accrediting commission’s standards. The results of such a conversation could “help the college meet the upcoming midterm report, followed by the comprehensive self evaluation.

The semester is going well, and Nabil is looking forward to the FPIP list with three positions at the top for business, mathematics and CNN.

The 10100 Jefferson Blvd. property is the focus of interest by several groups with a variety



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of ideas for its development. For now, there is no specific focus; nevertheless, he assures the Council that no decision would be made without “properly vetting it through the appropriate governance processes.” He added that any development would be held to the Culver City standards, to harmonize with the city’s plan for upgrading the Jefferson corridor.

4. *Recommendations from Standing Committees*

A. PIE Committee recommends that the college approve the Institution-Set Standards for Student Achievement for submission to the ACCJC.

Committee chair, R. Tillberg presented a handout reflecting 10 years of data that show:

1. Successful completion rates
2. Number of graduates
3. Number of transfers (UC-CSU only)

For the successful completion rates, the standard is set at 60%. O. Shewfelt asked how that percentage was chosen. R. Tillberg answered that 60% is a minimum standard, whereas 65% would be an aspirational goal, and given the data, this would indicate that the college had already missed the mark.

The number of transfers reflects only those to public universities. There is a lag in data from private institutions of as much as 2 years.

VP B. Sprague commented on the discussion, noting that when the Commission checks, it will note how we established a standard through self-reflective dialogue. Besides the summative number we get from the state, we could start gathering data from the different transfer fairs, colleges that come to pitch to our students.

ACTION: The PIE recommendation was passed with a vote of 8 in favor and 3 votes for changing the standard from 330 to 329 as proposed by O. Shewfelt.

The PIE recommendation passed.

B. The recommendation from the Accreditation Steering Committee that the SSSP work group should be reconstituted as a subcommittee of the Student Success Committee of the Academic Senate, and the SSSP work group membership should be established by the Academic Senate was discussed. The work that has been done by the group to meet requirements as specified by SB 1456 with regard to assessment, orientation and abbreviated SEPs was acknowledged with appreciation. The goal, according to A. Taylor, co-chair of the Accreditation Steering Committee, is to find a “home” for the newly reconstituted SSSB.

The president noted that the work of this group has been operational and requires the expertise of the members of that group. Such a group does not report “to” but “at” the Council. He maintains the Council that be mindful of the the administrative oversight of the group, specifically, as pointed out by Phyllis Braxton, co-chair of the Enrollment Management Committee (EMC), that suit its reporting to the EMC.

A. Foster, Senate president, noted the operational facets of this group but pointed out that “There are other areas that generate policy,” and policy comes under shared governance.” AB 1456 also encompasses the 10+1 areas of the Academic Senate, which is why the recommendation stipulates the Student Success Committee of the Senate. Moreover, she reinforced the accepted practice that is the right of the constituencies to appoint their representatives to any campus committee. There are no self-appointments.



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H. Young advised against discounting the work group's efforts, and O. Shewfelt indicated this is not the intention; rather, the need to fold the working group into the existing governance structure. It might fit with the Enrollment Management Committee, but to do so would necessitate a change to that committee's charge.

F. Leonard commented that the meeting held on Monday, February 24th with the CC Executive Committee and the SSSP work group was well attended, that as she has learned more about SB 1456 and the involvement of the work group in implementing the mandates of that bill, she has come to better understand and appreciate their role. Still, there are areas in need of attention, such as how the work group fits into the governance structure as well as how its outcomes are assessed and by whom. She points out that this is an opportunity to evaluate how work groups and committees evolve over time (continuous improvement, based on assessment).

Also, other standing committees of the Council have previously submitted recommendations to the Council regarding a name change and change in charge, including the Planning Committee, which is now the Planning and Institutional Effectiveness Committee and the former Grant Development Committee, which is now the Resource Development Committee.

The Council reached consensus on not acting on this recommendation at this time. A. Taylor moved that the College Council request that the Enrollment Management Committee and the Academic Senate discuss their respective roles in the development of the SSSB and report back to the Council at its next meeting.

ACTION: The motion was approved unanimously, and the meeting was adjourned at 3:00 pm.