

**For the Special College Council Executive Committee Meeting  
Thursday, September 2, 2010  
1:00 pm, Winlock**

*Solving this together has a direct impact on institutional effectiveness, including governance and decision-making for the good of our students, accreditation and college morale.*

**Governance Process for Recommendations**

BPMC→Stakeholders → BPMC→CC→College President→Chancellor

Guiding Principles

- \* The highest values are instructional spaces and spaces required for student service.
- \* Inclusion and documentation

Definition

Stakeholders – those who participated in the programming of a building

For meetings with stakeholders

- CHARGE to the stakeholders and to each person assigned to report on a project- What exactly are they supposed to do, referencing reducing the \$125 million and for referencing best solutions to meet programming needs.
  - Documentation - Have a notetaker who records the names of all participants in the meeting as well as each recommended change (noting whether it was reached by consensus or voting, and include dissenting positions)
  - Each meeting with stakeholders will include an administrator, plus a person from Turner whose role is to serve as a resource to the meeting (to provide the best, most advise on estimates of dollars saved and State review implications especially)
  - Schedule of meetings (copy provided)
  - Each group that meets should have the same updated information, summarized clearly in order to make the best possible recommendations to cut, reconfigure or relocate
- Each stakeholder meeting should stipulate the spokesperson(s) to present at the Building Program Management Committee mtg. and the Oct. 19<sup>th</sup> College Council mtg. [See 1<sup>st</sup> bullet above.]

Additional ground rules that each meeting produces the intended outcomes may include the following:

- speak no more than twice to the same issue
- record any additional unanswered questions to be forwarded to Turner/John Oester

What We Need in advance of our meeting on Sept. 2<sup>nd</sup>

- Clarification – who is Turner and what are its responsibilities?  
Who is Build-LACCD and what are its responsibilities?  
Any other entities involved?
- To generate list of questions/data necessary for a fully-informed consultation with stakeholders

West: A gateway to success for every student

Mission: West Los Angeles College provides a transformative educational experience.

Examples:

\* We need a list of focused projects, drawn from the “green stripe list,” of *just* the projects that still have options available.

\* Penalty cost if a building is not built, the cost when the last buildings come out of DSA that West would not have to pay if the building does not come out of DSA; remaining cost to build each building. [Betsy reports that only the TLC has a penalty. How much?]

- Question- Does the table include how much it would cost to build each building at this point in time given that some expenses (architectural, etc.) have already been incurred?

\* Capacity of the north parking structure, configuration of that structure.  
Could those # of spaces be located elsewhere on campus? [John is working on this.]

In addition, the CC Exec should establish the priorities in formulating recommendations to either postpone, reconfigure or cut construction projects to address the -\$124M.

We should reiterate our need to focus on college mission/vision and Educational Master Plan (or institutional) goals.

Additionally,

- Include the college vision/mission as a footer in all notes/minutes.