



**COLLEGE COUNCIL MEETING
MINUTES
for
Thursday, March 12, 2009
1 pm - 3 pm, Winlock Lounge**

Attending: B. Anders, J. Chow, I. Chung, E. Crippens, J. Friedman, J. Haywood, S. Jeter-Williams, J. Oester, R. Olivas, B. Regalado, M. Rocha, A. Rodriguez, O. Shewfelt, B. Sprague, R. Tillberg

- I. Rebecca Tillberg, serving in Fran Leonard's place while she was at an Accreditation site visit, called the meeting to order at 1:10 p.m.
 - A. The Council confirmed the agenda after moving item VI. New Business earlier in the agenda, to follow item III. President's Report.
 - B. The minutes of the February 12, 2009 meeting were approved with the following amendments:
 - i. all names are to include both first and last names, rather than just first names.
 - ii. Item III E, which refers to comments by Bruce Anders, should be replaced with the following statement:

"I said that the physical capacity of rooms is determined by fire ordinance, and that the college should not pack classes beyond what is feasible for students to learn and for teachers to teach. I asked the president to commit to a research project to determine an optimum class size for teaching and learning in the various academic and vocational disciplines offered here in this college. I also asked that the Senate put this topic on its agenda. I believe that I heard Mark say that he did not want classes to be so large that they inhibit effective teaching and learning."
 - C. The minutes of the March 5, 2009 Executive Committee meeting were approved with the following amendment:
 - i. Item III a. Insert the following sentence after "...as is customary":

"The faculty position is to urge that there be designated parking for faculty and staff."
- II. There were no public speakers.
- III. President's Report
 - A. 40th Anniversary Celebration on March 25th. Dr. Rocha reported that the Board of Trustees will hold their next meeting on campus. Most of the events celebrating West's 40th anniversary will occur at about noon; lunch will be served. Mark Ridley-Thomas will attend and present a proclamation. The District fitness walk will hold its awards ceremony at 11:30.
 - B. Building Program Management Committee. Dr. Rocha reported that the Building Program Management Committee received a presentation about the complex for health and wellness. Now the project moves into the design/development phase. The general approach is to take the whole western part of the campus and treat it as one project. This will generate efficiencies for the timeline as well as budget. The plan is to break ground on the athletic complex in January 2010.

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- i. Prop A/AA projects. The delivery date for the Science/Math building is July 15, 2009. Turner now has 3 new staff positions to assist with the move into the new buildings. Two are on board already, Leighton Hickman and Angela Randall. They are located in the CE building. The president emphasized that we should feel free to ask them any questions at all related to the new buildings and the move into them.
 - ii. A question was raised about the origin of the Olympic size pool and its location with Allied Health. Dr. Rocha described the process that was used, and explained the following advantages: The larger pool is not much more expensive than replacing the smaller one West already has for physical therapy when it is located outside; the larger pool expands the programs that can be supported by it; the larger pool meets more needs of the community.
- C. Enrollment Management Committee. Dr. Rocha described how the Enrollment Management Committee dovetails with the budget. He mentioned that he is chair of the District Budget Committee and gets weekly budget briefings from the District's representative in Sacramento. It is all but certain that after the State's May budget revision, there will be another budget cut; it may take another 2-3 years for the State budget to get back on track. The good news is that although the State did not pay for growth, within the District, for budgeting purposes, the college was able to repay its entire debt to the District for budget overdrafts in prior years. Funded growth for 2009-2010 is expected to be about 3%, along with an expected enrollment increase of 7-10%.
- D. Revenue Enhancement Plan. Dr. Rocha reported on efforts the college is pursuing to enhance revenue aside from enrollment-driven State funding. He said that there is no way the college can balance its budget in 2009-10 without new sources of revenue; we have already cut to the bone. The District Budget Committee authorized hiring Cassidy and Associates to work with each college to identify projects that could be funded out of the federal stimulus bill; West is developing a number of projects and proposals in this context.
 - i. LAX. A funding briefing seeking \$52.5 million to develop the site near LAX has been prepared. Dr. Rocha shared the "Congressional Briefing: LACCD CTE Collaborative, which describes the workforce programs that would be placed at the site, the costs and sources of funding. Large visuals about the project were displayed. The project would be a "working hotel without rooms," a clinical site for teaching and learning. The three major components of the project are: 1. the hotel area staffed and served by students in training, 2. traditional classroom building, and 3. parking for 1500 cars, including commercial parking.
 - ii. Additional funds. The college has applied for 8 earmarks. Congresswoman Watson evaluated them and decided to take all 8 forward for funding. A grant to support Veterans offered by Walmart has been prepared
 - iii. Additional funding opportunities. Dr. Rocha reported that Bob and Betsy have identified several opportunities: expand the international students program; expand the distance education program to include an online degree; focus the new online degree program at non-residents to capture non-resident tuition; current soft money supports 25-30 FTE positions.

IV. New Business - Revenue Enhancement Plan.

- A. Bob Sprague presented the Academic Affairs Revenue Enhancement Initiative. It consists of 4 college-side strands; he described how each initiative can be supported without Program 100 funds.
 1. ISA for international education and Dean of Distance Learning, Instructional Technology, Library and Learning Center; estimated revenue generated, \$2.25 million;
 2. Dean and Associate Dean for Career and Technical

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Education and TRiO programs; estimated revenue generated, \$7.6 million; 3. Dean of Grant Development; estimated revenue generated, \$4.8 million; 4. Dean of Government Relations and Assoc. Dean of Continuing Education; estimated revenue generated, \$5.15 million. A total of about \$20 million is projected.

Discussion about the plan centered on several issues. Kudos were offered for the creativity reflected in the design of the plan and for the projects contemplated. Details of the staffing for the projects were explored, including the numbers of faculty and classified positions that would become available in addition to the administrative positions. Hiring would depend on the objectives of each grant, although in general the grants will be biased toward hiring faculty. Further, all positions are dependent on the grant funding; after the grant ends, the supported positions would go away.

A suggestion was made that there be a strong connection between the grant-funded projects and the rest of the college so that a college-within-a-college does not develop. The clarification was offered that the 'revenue enhancement' portion of the proposal consists of the 'indirect costs' associated with the grants, usually about 10% of the total value of the grant. This means that of the \$20 million in grants projected to be raised, about \$2 million in indirect costs would be generated for the College's general fund. Another question was raised about the ability of the college to identify nonresident students and to collect the nonresident tuition. Active duty U.S. military students (who are not residents of California) would use their GI Bill and their service branch's Tuition Assistance program to pay for West's non-resident fees. Veterans would use their GI bill funds to pay the tuition; veterans who are California residents would pay resident fees. The purpose of the presentation was informational.

Bob Sprague distributed copies of the position descriptions and accompanying notes and information.

- V. Standing Committee Reports - John Oester requested that the report of the Budget Committee be moved up in the agenda as he had to leave at 3:00 for another meeting. The Council agreed to revise the agenda.
 - A. Budget. John Oester distributed a report of 'Restricted Grants and Programs' which shows each restricted program, its budgeted amount for 2008-09, and the 2008-09 'Expense Budgets.' Isabella Chung elaborated on the content of the table and explained how multi-year grant funds are reflected in the report. Some of the budgeted amounts have already been spent. The table shows that 17 FTE certificated salaries and 22 FTE classified salaries are paid out of restricted funds.

John Oester also distributed the college 'Operating Statement' updated as of 3/11/09. The Statement reflects the midyear budget reduction originally estimated by the District at \$1.145 million; however, the May revise of the State budget may change this figure. The Statement projects a budget deficit for the college for 2008-09 of almost \$1 million.

- VII. The meeting adjourned at 3 p.m.

Minutes respectfully submitted by Rebecca Tillberg.

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