



College Council Meeting Approved Minutes
Thursday, May 1, 2008
1 pm, Winlock Lounge

Attending: B Anders, R Block, C Castellanos, E Crippens, F Gonzales, A Hansen, JA Haywood, S Jeter-Williams, F Leonard, M Long-Coffee, R Olivas, J Oester, M Rocha, A Rodriguez, O Shewfelt, P Siever, B Sprague

Call to Order: The meeting was called to order at 1:10 p.m. by Fran Leonard, chair.

Confirmation of the agenda: The Council confirmed the agenda by consensus.

President's Report

A. 2008-09 College Budget Omnibus Action Proposal

Dr. Rocha asked that the Council put this item as an action item for the next meeting scheduled for Thursday, June 5th. For next year's budget, West is short about \$1.5 million. Items to be added to the action proposal include additional details regarding reductions to re-assigned time being worked on by Bob, Betsy, John and Mark. The hiring of two tenure-track faculty and a dean of research and planning has been okayed by the District.

Also to be taken into account is the Governor's May revise to the state budget. At his visit to West on April 29, 2008, Chancellor Drummond commended West for its model governance process and for its enrollment growth efforts, making West one of three colleges in the District with no deficit in the current fiscal year.

The Board also approved the \$3.5 billion bond measure for the November ballot, \$250 million of which is earmarked for West.

In response to Sheila's concern about "clerical" duties in item #12 being assigned, Dr. Rocha reiterated the principle of "no lay-offs" and the fact that he cannot fill positions that are vacant.

B. 40th Anniversary Celebration

Dr. Rocha noted that the upcoming June 4th commencement is West's 40th. New lapel pins for the 40th anniversary are forthcoming. Clarissa is designing a 40th anniversary logo. He asks the Council to consider the appropriate composition of the 40th Anniversary Committee with Michelle Long-Coffee as the administrative supervisor.

C. On Thursday, May 29th, all are invited to a reception honoring Congresswoman Diane E. Watson, whose support was instrumental in West's receiving two Department of Labor grants totaling \$2.5 million that will help fund the expansion of its entertainment industry job training programs. 3 pm to 6 pm in the Fine Arts Gallery.

D. Dr. Rocha also shared with the Council the handout on the Faculty Student Success Leader, a proposed retention strategy for increasing student course completion, persistence and degree/certificate completion.

Proposed new college seal

Michelle presented to the Council a brief background on college seals, different from the college logo in that it is used on official documents, such as transcripts and graduation announcements. She then presented mock-ups of proposed seals for West that depict "clear symbolism that is timeless and clean," and combines both the traditional - pillars, a book, a

lamp - with an updated font. Several members shared their impressions and provided input to Michelle. Asked about the role of the College Council, Michelle indicated that the CC's approval is not needed but that she appreciated the input she received.

Puente Program

Frank Gonzales reported that West is applying for seed money from the Puente Project, a 3-year participation process with a proven track-record of student success efforts. If West's application is accepted/approved, Puente will invest \$62,100 each year for three years, equalling an amount of \$186,300. Other specifications were detailed in the handout provided to CC members.

Chair's Report

Email policy

Fran mentioned that this has not yet come forward from the Academic Senate. Several CC members from the AFT Faculty Guild asked for copies of the proposed language, which the chair will provide to them. R. Olivas mentioned concerns about any restraints on academic freedom. Eloise mentioned that clicking on "reply to all" results in email messages intended for one person being sent to the entire campus, adding to email clutter which jams the network.

Report on online education growth

- A. Bruce Anders reported that the Faculty Guild's grievance against the Administration has resulted in a firm commitment from the Administration regarding the caps on class sizes for online courses. In addition, he received a report of the enrollment in online courses, which indicates that - if his "math is correct" - for the spring 2008 semester, 26% of the total number of sections offered were online, including hybrid.
- B. Bruce also reported that he met with the Senate's Educational Policies and Standards (EPAC) Committee regarding his proposal for a shared governance textbook policy committee to explore and discuss issues of cost to students.

College Planning Committee

- C. Bob Sprague, acting chair of the College Planning Committee, reported to the Council the results of the evaluation and prioritization of the Enrollment Growth and Retention proposals, 13 of which were submitted. The approved proposals are:
 1. Pharmacy Pathways Program \$59,215
 2. Supplemental Instruction \$75,089
 3. Longer library hours \$46,500
 4. Dental Assistant Program \$39,819
 5. Jumpstart textbook/supply \$15,000
 6. Outreach enrollment growth \$14,377

\$250,000

ACTION: The CC accepted this recommendation by consensus and is forwarding these to the college president.

Budget

John Oester distributed copies of the 2007-08 Projected Revenue Allocation Sources handout, showing details from both the unrestricted general fund and the restricted general fund, which Olga Shewfelt had requested. He also distributed the Operating Budget and indicated that because West has met its enrollment growth projections, the District agreed to pay the full \$4565 per FTES.

Facilities

Chair Allan Hansen distributed a handout detailing the following:
Facilities Projects

B Bldg. pedestrian ramp renovation - completed
B1 offices renovated with paint and tile - completed
CE Bldg renovation almost complete, except for carpet
Underground storage tank removal project - out to bid (to be 100% funded by the state)

Bond Projects

Recycling Center - nearing completion
Parking structure maintaining its completion schedule
Math/Science excavation - almost complete
Student Services Bldg. excavation just begun
Central Plant Project - in DSA review

The meeting adjourned at 3:00 p.m.

The next CC meeting is scheduled for Thursday, June 5th, at 1 pm, in the Winlock Lounge.