

West Los Angeles College  
**College Council Committee**  
Monday, January 22, 2007  
2 p.m.—Winlock

**Minutes**

Present: Adrienne Foster (chair), Bruce Anders (alternate), Richard Block, Eloise Crippens, Jo-Ann Haywood, Lawrence Jarmon, Sheila Jeter-Williams, John R. Oester, Rod Patterson, Mark Rocha (ex-officio), Olga Shewfelt, Patricia Siever, Robert Sprague, Paul Stansbury, Paul Zolner

Absent: Gregory Jennings, Elisabeth Jordan, Arlene Moorehead, Abel Rodriguez

Guests: Isabella Chung, Allan Hansen, Nikki Jacobson, Fran Leonard

Meeting convened at 2:10 p.m.

1. **Agenda:** The agenda was changed and corrected.
  - a. Add after Item III. President's Report: ARCC (Accountability Reporting for the Community Colleges, January 2007)
  - b. Correct Item IV. Progress Report: change action to informationThe agenda was accepted as amended by consensus.
2. **Minutes:** The December 11, 2006 minutes were approved by consensus as presented.
3. **Public Speakers:** There were no public speakers.
4. **President's Report:**

Library is being renovated, and construction is on schedule.

A. Accreditation Progress Report: Plan was to submit a complete report for College Council endorsement today. On January 18, the steering committee met to review the report. Gary Colombo, LACCD Dean of Institutional Effectiveness, was invited to review the draft progress report and provide input at the meeting. He gave us some tough love.

  - Informed the committee the report was not ready,
  - Reduce the 54-page report to five (5) pages,
  - Develop a mechanism for Counseling to review report within the time frame
  - Link planning to budget

B. The College Planning Committee (CPC): The committee was charged to come up with growth initiative proposals/recommendations for the \$125,000 set aside. CPC selected and approved six initiative proposals for submittal as recommendations to the College Council for review and approval. After discussion, the College Council approved the recommendations and submitted them to the President for review and approval.

President notified the Council he had approved the six recommendations and will notify the college as a whole. Recommendations were bright ideas and did not come from unit planning. Program review and CPC are to get together to amend document to include linking planning to budget. Suggestions made included: 1) Review and amend program review document so it is clear in tying plans to outcomes. 2) Empower department chairs in endorsing new programs, review current programs and continue to clarify program needs, create curricula.

Next semester, the planning committee needs to be responsive about linking planning to budget.

C. Plan to make base enrollment target. Paul Stansbury is doing a great job. Enrollment is up and continues to grow. Project Turn-Around Now has been a success to improve enrollment.

D. Budget: The District Budget Committee (DBC) last Wednesday, January 18, voted to approve funding allocation model SB 361. The college will be 100 percent budget driven; we will earn our revenue. The college debt is ours; the District will not longer bail out colleges. We have to grow enrollment or seriously downsize. College is given time to expand and grow.

E. ARCC (Accountability Reporting for the Community Colleges) AB1417, the accountability act. The State legislature is mandating testing standards for community colleges. College must respond of its self-assessment on numbers about transfer, basic skills, workforce development, distance education, etc. must be submitted online to the State by 5:00 p.m. on February 23, 2007. Response is limited to 500 words and must be substantiated by evidence.

We need to decide on a process to make the college's response a success. AB1417 is a report card. Executive staff with College Council Executive Committee (CCEC) be an ad hoc group to work together on a draft and bring to CCEC to work on it for review and bring to Council for final action. It is important

we begin to understand what ARCC is, what it is for, its implications and how we can use it to meet our purpose to meet our mission. The Council Executive Committee will meet February 12 in PCR at 2 p.m.

- F. Inauguration Have spoken with faculty leadership and now to the College Council about an inauguration for the college president. I ask the Council Executive Committee to start the process of this event and to place on its agenda the formation of an inaugural committee. Chair will be elected at meeting; it is an open meeting. May 10 will be a day of celebration of the inauguration and scholarship ceremony.
- G. State of the College: We have done so much so quickly. We have clarified our major goals: It is more of the same
1. Visited Educational Policy and Standards Committee about reviewing and updating the Educational Master Plan.
  2. Academic calendar—Spoke with Academic Senate President about West getting in sync with the other District colleges.
  3. Release time
  4. Welcome to new Vice President of Student Services Betsy Regalado who starts February 5, 2007.
  5. High School—contact them before March about “pre-collegiate” (basic skills) courses. We need to grow the enrollment for the resources to fund everything.
- H. Weekend College (WC): Concern about Weekend College has been expressed on email about its curricular quality, whether it was approved or disapproved. Council needs to clarify its process for capturing responses of its constituencies after discussion. Members are responsible for discussing issues with their respective constituencies. College Council meets only once a month.

- Patricia Siever suggested council members need to work more with their constituencies.
- Bruce Anders suggested action items be placed at the beginning of the agenda.
- Sheila Jeter-Williams said West has a huge debt and asked if the Airport Center was a college asset; and President stated the Airport Center was an asset, there are no plans to sell it and that funds from the sale would go to capital and not the operational account.

5. Accreditation Progress Report: On January 18 the President sent the accreditation Progress Report by email to Gary Colombo who gave very pointed comments about the report—action oriented, key action plan and the outcomes from those key action plans. Report is to differentiate from the ongoing thing; things we have been accomplished; and plans we are going to do. It is an analysis. Prepared guideline and will send Progress Report to College Council Executive Committee for review.

M/S/P (P. Siever/O. Shewfelt) by consensus to ask College Council Executive Committee on behalf of College Council to review and approve accreditation progress report, accept recommendation from Steering Committee, send to constituencies with prior dissemination to entire College Council on February 12.

M/S/P by consensus to accept receipt of the Project Turn-Around Now report.

6. **Standing Committee Reports:**

Budget: A written report was disseminated; an oral report will be given at the next meeting. It was recommended and agreed by consensus the College Council meet for two hours since it now meets once a month.

Facilities: At the next meeting, classroom safety will be on the agenda.

Planning: Planning Chair Nikki Jacobson asked Council members to discuss with their constituencies what recommendations they want the College Planning Committee to discuss in addition to what the CPC’s charge is.

The Council Chair asked that everyone who gives a report to bring a written copy for each Council member at the Council meeting the report is to be presented. There are 18 members and four to six guests.

7. **Items and Issues for Consideration from College Council Members:**

Council Chair Adrienne Foster advanced to doctoral candidacy.

One Stop Registration Days are February 9 and 10.

Meeting adjourned at 3:30 p.m.