

West Los Angeles College
College Council Committee
Monday, August 14, 2006
2 p.m.—Winlock

Approved Minutes

Present: Eloise Crippens, Adrienne Foster (chair), Mark Rocha (ex-officio), Lawrence Jarmon, Sheila Jeter-Williams, Abel Rodriguez, Olga Shewfelt, Patricia Siever, Paul Stansbury, Paul Zolner

Absent: Jo-Ann Haywood, Gregory Jennings, Elisabeth Jordan,

Guests: Isabella Chung, Allan Hansen, Nikki Jacobson, Edward Pai, Rodney L. Patterson

Meeting began at 2:14 p.m.

1. Agenda: Agenda was confirmed by consensus. The Noticed Motion submitted by Olga Shewfelt to recommend to the College President the formation of a D/DL (Distributive/Distance Learning) Committee per Article 40, Section B5, page 136 of the Faculty contract will be placed on the August 28, 2006 College Council meeting agenda.

2. Minutes: The July 10, 2006 minutes were approved as corrected. The July 24, 2006 minutes were approved as corrected.

7/10 100 percent Construction Design Phase, remove Crippens from absence, move Patterson from Present to Guests

7/24 d. primary focus should be on growing the enrollment instead of cutting the budget
List members present, absentees and guests

3. Public Speakers: None.

4. President's Report (attachments: Fall 2006 WSCH Enrollment Comparison, Active Credit Headcount Comparison; 8/11/06 Fall Marketing Campaign memo from Daphne Congdon:

Search Update of Administrative positions—VP, Administrative Services candidate selected and will start before the semester. VP, Student Services position will remain vacant for now; the lengthy paperwork process will be started. West will follow the 2004-2005 administrative structure for the rest of the year.

Strengthening Shared governance—Executive Council Committee members and President agreed to meet bi-monthly first and third Mondays to discuss strengthening shared governance.

Chancellor's Cabinet, August 11—Major focus is to grow the enrollment district wide in Fall 2006. Al Punto will conduct a district-wide advertising campaign. The Fall 2006 WSCH enrollment comparison chart indicates West enrollment is 87 percent of last year as of August 21, 2006. West needs to focus on improving structurally.

Accreditation Progress Report—Next accreditation meeting is August 17, 10 a.m.-12.p.m., ATA-116. The Senate and AFT faculty will bring progress reports to the Council. Gary Colombo will be doing a presentation on flex day.

Building Program—The haul road location agreed to and design phase is being worked on. A proposal of sale has been made on the Airport property. Per Larry Eisenberg, the property was appraised \$25 million, and the money will be added to West's capital budget. Hollywood CPR (Cinema Production Resources) is now at the Airport Center.

Low Voltage One Megawatt Project—District is giving colleges an option to participate. Provides electricity to entire college and college sells excess back to Southern California Edison. College will face policy issue. Funds for deferred maintenance of buildings is from Program 100 and is unfunded at this time. West spends \$500 annually on electricity. A presentation will be made at the Facilities Committee meeting on Thursday, September 7.

Rebaseline of Master Plan—We will review money in the budget, how to proceed forward, all the projects and begin formal consultation.

Customer Service Readiness Day (Aug. 1)—Many suggestions were submitted and everyone agreed signage needs to be improved. Allan Hansen and Abel Rodriguez' video followed paths a new student would take to register and park.

Board of Trustees—West will host the September 20 meeting and is planning to hold a reception after the meeting on the FA lawn.

Foundation—A meeting is set for August 16. Items to consider are expanding the Board, holding a Warren Moon/Alumni event to increase minority enrollment especially young African-American and Hispanic males and retiring Warren Moon's jersey number.

Budget—The college deficit is projected at \$500,000. The Chancellor is going to give West time. District Allocation Task Force is to assist any college in deficit, and we will make our case to them. They will audit our books and make recommendations. President will make a case to "ask for forgiveness." Written focus is on growing the enrollment. Need 100 FTES to balance the budget. We are in good shape to keep things moving.

5. Chair's Report—Set a calendar of meetings, committee structure and alignment. Added District meeting schedule. Standing committee chairs are to submit written committee reports and recommendations.

6. Standing Committee Reports:

A. Budget Committee—District Block funds are discretionary. College deficit is \$560,749; deficit was \$2md. West must grow enrollment. 2005-06 reflects early summer was included in Spring. If College does not reach FTES 6,483, West will not be able to maintain base funding level. To increase enrollment, word of mouth is important and an effective tool to attract students as well as mini schedules. Telephone calls are being made to students. Next meeting is in two weeks.

B. Facilities Committee—Allan and Abel showed their video in lieu of a written report. Following the video camera, the Council saw what new students' encounter when they arrive at the college and could readily become confused, lost and frustrated with the signage. Plant Facilities staff will improve signage and signage locations and surrounding grounds before the Fall semester begins. Submit suggestions to improve signage to Plant Facilities. Discussion ensued on how to improve the campus services to students.

C. College Planning Committee—Meeting ground rules being established and is in process to address Recommendation #1, civility and respect. Program Review requested the Senate make a recommendation on how to follow up with Program Review Recommendations, budgeting issues and priority.

College Retreat Noticed Motion: CPC recommends to the College Council that the name of the Fall Retreat be: Fall College Retreat: *Building A Nurturing College*. The topics to be address are Recommendation #1 and Address Planning Cycle for the upcoming year (07/08). The college retreat noticed motion will be on next meeting agenda.

7. Items and Issues: West will have a booth at the Culver City La Ballona Festival, Saturday, August 26 through Sunday, August,27. Paralegal Studies will provide T-shirts to the staff volunteers. Need more staff to volunteer.

Meeting was adjourned at 3:29pm.