

West Los Angeles College  
**College Council Committee**  
Monday, October 23, 2006  
2 p.m.—Winlock

**Minutes**

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

Absent: Elisabeth Jordan, Arlene Moorehead,

Alternates: Bruce Anders

Guests: Isabella Chung, Judith-Ann Friedman, Allan Hansen, Eric Ichon, Fran Leonard, Gerald Ludwig, Edward Pai

Meeting began at 2:04 p.m.

1. **ANNOUNCEMENT.** Bob Sprague apprised the Council of two new programs being developed under SFP support: 1) Academy for African-American Men and 2) Dental Assisting Program. LACCD supports these initiatives. A college-wide committee will be formed in the near future to develop the programs.
2. **COMMITTEE OF THE WHOLE.** **MSP:** *To suspend the rules and meet as a Committee of the Whole, chaired by the college president for the purpose of free and open dialogue on policy issues facing the college.*
3. **PRESIDENT’S MEMO READ INTO THE RECORD.** In opening the meeting of the Committee of the Whole, Dr. Rocha presented his written memo to the Council. The memo is entitled, *Policy Discussion Items with Thoughts on Shared Governance*. A complete copy is attached.
4. **POLICY ISSUES OF CONCERN FROM THE FLOOR.** Following the presentation of his memo, Dr. Rocha solicited from the floor additional specific policy issues of concern that the Council might discuss in this meeting. The list of these issues in the order in which they were presented were:
  - a. **Update on Building Program and Prop A/AA.** Rod Patterson requested that the administration provide an update on the building program.
  - b. **Student Retention.** Eloise Crippens raised the problem of student complaints of a lack of a conducive classroom environment (iPods, cell phones, etc.). Eloise stressed the importance of individual responsibility on the part of faculty to know and enforce classroom conduct policies.
  - c. **Priorities.** Bruce Anders pointed out the need for the Council to identify top policy priorities.
  - d. **Student Service.** Fran Leonard identified the need to upgrade and improve the college point-of-contact services to students by: 1) improving our phone answering response. 2) improving registration and enrollment services.
  - e. **Performance Evaluations.** Fran Leonard also expressed support for the work of the “Evaluations Committee” of the Accreditation Progress Report. The outcome of this work should be to create a culture in which all faculty and staff welcome performance evaluations as a key means of professional development and of achieving goals.
  - f. **Campus Environment.** Sheila Jeter-Williams stressed the urgent need of upgrading the campus environment for students, including night students. Food service and study areas are two specific needs.
  - g. **Communications.** Gerald Ludwig expressed the importance of creating a feedback loop so that communication going out to the faculty and staff from shared governance was processed and “fed back” to shared governance. Gerald also proposed reviving the college newspaper.
  - h. **Online Education.** Richard Block requested further thought on the implications of expanding distance learning and consideration of its implications for bricks-and-mortar instruction.

- i. **Customer Focus.** Abel Rodriguez called for renewed attention to the student as our “customer”, which would lead to soliciting their views and taking specific actions to improve customer service and the campus environment.
  
- 5. **FOCUSED DISCUSSION ON THREE MAJOR TOPICS.** The Council agreed to Dr. Rocha’s suggestion to focus on these three major issues for the rest of the meeting:
  - a. **College Newspaper.** The Council had a broad general discussion of Gerald Ludwig’ suggestion that we look into the possibility of reviving *The Oiler*. This was strongly supported by ASO president, Gregory Jennings. The discussion included the following:
    - 1. ASO created a newsletter from grass roots and now produces a newsletter to keep students informed of college activities. Students did not receive support or assistance from faculty when we began the newsletter. It was probably the reason why it contained errors, inaccuracies, lacked proofreading.
    - 2. The newspaper history: West did have a college newspaper, *The Oiler*. The students in a journalism class produced a traditional, weekly newspaper. The class was taught by Michael Daly and later taught by Betty Jacobs. Faculty and students spent many hours with the production of the newspaper. Cost to produce the newspaper was high and the allocation was eventually reduced. The newspaper was closed because of a liability issue and a lack of college support to provide guidance and other resources. Faculty and students wrote articles and helped with the distribution.
    - 3. The consensus of the Council was that it would like to see *The Oiler* revived IF it was feasible and a formal proposal was developed and evaluated by shared governance. The College has to decide what type of newspaper it wants to produce—internal or external? Internal is similar to the ASO newsletter whereby the information is for students about college courses, faculty, activities. An external newspaper would be a college newspaper that would include community information different from the content found in an internal newspaper.
    - 4. There is a lot of benefit to having a traditional newspaper. Students will gain experience, communication will be at a different levels. Students working on the newspaper should be majoring in journalism or media. It should compete with other proposals presented. It should begin with the Unit Plan where everybody in the division has substantial discussions about pros and cons and a proposal emerges.
    - 5. **RESULT OF DISCUSSION. MSP:** *The College Council authorized the president to commission a feasibility study on reviving The Oiler.* The president will confer with Betty Jacobs, English Chair, about the formation of a group to prepare this study. The outcomes of the feasibility study would be to review the most successful college newspaper in LACCD and/or other nearby community college and to bring forward a recommendation on whether to proceed. The president emphasized the Council’s action was NOT in favor of a college newspaper itself but an action in favor of commissioning a study to determine that would make a recommendation to the Council on this matter.
  
  - b. **Student Retention.** The Council returned to the issue of student retention. Paul Zollner made a case for retention as the highest of priorities, given that the data show that our new student starts are up but that overall enrollment is down. Paul described several ideas, including a proposal for a Career Center whose mission would be to reduce our large number of students who are undecided or undeclared. Paul’s major concern was about process: where do such proposals go and how do we prioritize and act on them? A wide-ranging discussion followed that included the following points:
    - 1. **Student Success Initiative.** Dr. Rocha’s main concern is not primarily with the formation of the SSI committee, which should be inclusive, but with these key questions: what are the desired outcomes of this group and who is to be held accountable for these outcomes?

2. **Transfer Rates and Degrees/Certificates Awarded.** Olga Shewfelt stressed that these should be the primary measurable outcomes of the SSI.
  3. **Classroom Teacher Perspective.** Richard Block emphasized the importance of including the voice of the classroom teacher in the SSI committee.
  4. **Existing Best Practices Models.** Paul Zollner pointed out that the SSI committee need not start from scratch, but could use the models that Gary Colombo has presented. On such model from last Spring's SSI conference was the LaGuardia Community College program.
  5. **RESULT OF DISCUSSION.**
    1. The Academic Senate leadership agreed to bring forward to the president its recommendation for the members of the SSI committee.
    2. The president would receive this recommendation and then convene the committee to charge it with bringing back action steps toward specified goals.
- c. **Update on Building Program.** In response to Rod Patterson's request, the president gave this brief update of the campus building program.
1. Haul Road/Second Access Road—West is awaiting approval and construction of the haul road on which we can drive construction trucks. Road is now scheduled to open June 2007. Building of major projects can then commence.
  2. Parking Structure—Project is about to go out to bid, then construction begins in Summer 2007.
  3. Science & Math—approved by DSA and waiting for roads and bids on construction.
  4. General Classroom and Student Services Buildings—Realistically, it may take 36-48 months for general classroom and student service buildings to be completed.
  5. Projects described in #1-#4 above will exhaust most of the current Prop A/AA budget, except for a few smaller projects such as the library rehab scheduled to begin January 2007 and the tree planting project. The renovation of the PE building is still at DSA, which means that this project may wait for some time.
  6. Renewable Energy: The LACCD Board has authorized the photovoltaic project, but each college must decide whether it will include it. Hansen and Oester are working on a recommendation to be brought forward soon. The question is still open and has not been decided.
  7. Questions to answer moving forward: Given that real construction would begin on campus soon and given that such activity has major implications (and disruptions), Dr. Rocha said the administration would soon be bringing forward suggestions for swing space and a possible satellite location. These questions will be prepared and shared governance will be fully consulted in the near future.

Meeting adjourned at 3:58 p.m.