

West Los Angeles College
College Council Committee
Monday, December 11, 2006
2 p.m.—Winlock

Minutes

Present: Adrienne Foster (chair), Bruce Anders (alternate), Richard Block, Eloise Crippens, Jo-Ann Haywood, Lawrence Jarmon, Elisabeth Jordan, Arlene Moorehead, John R. Oester, Rod Patterson, Abel Rodriguez, Olga Shewfelt, Patricia Siever, Paul Stansbury, Paul Zolner

Absent: Gregory Jennings, Sheila Jeter-Williams, Mark Rocha (ex-officio)

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

Meeting convened at 2:12 p.m.

1. **Agenda:** The Chair requested to add four items from the Executive College Council after agenda item VI.:
 - a. Academic Academy for African American Men for West Los Angeles College (Bob Sprague)
 - b. Chancellor's Visit, December 12, 9-11 a.m. (Paul Stansbury)
 - c. Prop A/AA Update (John Oester)
 - d. Project Turn-Around Now (Olga Shewfelt)
 - e. Eloise Crippens requested to add to agenda item VIII., "Jitters Room"

M/S/P Agenda was approved as amended by consensus

2. **Minutes:** The November 26, 2006 minutes were approved by consensus as presented.

3. **Public Speakers:** There were no public speakers.

4. **President's Report:** Paul Stansbury provided the report for President Rocha who was at a meeting off campus.

A. One-Stop Registration, will take December 12-13 in front of Admissions, A13. It begins with an orientation for LA. High School students in FA-100. CSU and UC representatives will be at West on both days in front of A13. Continuing and new students are our target. Wear Retreat tee shirts. At One-Stop Registration, all services will be available to students. Student and staff volunteers are scheduled to assist the students throughout the day and evening on both days. Thanks to everyone who is assisting to make this event successful.

B. Other Week's Activities

1. Through mid-February, 2007: The Humanities and Fine Arts Division is exhibiting works by West students in art and ceramics at the Fine Arts Gallery. Stop by and view our students' creativity.

2. December 12: Chancellor Young will be on campus from 9 to 11 a.m. in FA-104. He will hear of our marketing efforts to reach our enrollment goal. Please read President Rocha's email message for more information. Everyone is welcome to come.

3. December 13: The Nedra Wheeler Ensemble will perform jazz music outside the Gallery. The Watts Tower awarded the Ensemble a Jazz Mentorship Grant. Performance is free.

C. December 26-27, 2006: District has asked Employees to take vacation days on these two days. At West, many buildings will be shut down to save on heating and electricity; these building will not have heating or electricity. Employees who decide to work will be placed in buildings designated to be open. Hansel Tsai, has requested all absence certification forms for vacation to be taken latter part of December be submitted to Payroll by Friday, December 15, 2006.

5. **Chair's Report:** The College Council monthly meetings will begin meeting the fourth Monday of the month in 2007. The meeting dates are January 22, February 26, March 26, April 23, May 28 and June 25. The Council needs to select alternate meeting dates for May 28 a holiday and June 25 a date after the Spring semester ends.

6. **Standing Committee Reports:**

A. Budget: John Oester said that there was no report.

B. College Planning Committee—action items: On December 11, the committee approved six growth initiative proposals for the \$125,000 set-aside funds.

1.	2. Phone Bank Program	\$28,000
2.	4a. College to Career in Business & Real Estate	\$36,000
3.	4c. Customer Service Training	\$20,000
4.	5. Save General Subject Tutoring	\$13,000
5.	6. West Los Angeles College Monthly E-zine	\$24,000
6.	7. Marketing through Newstands	\$ 4,000
	Total Set-Aside Funding	\$125,000

M/S/P by consensus to receive approved recommendation of College Planning Committee and to submit a recommendation for the six growth initiative proposals to the college president.

7. **College Leadership Retreat Follow Up:** Patricia Siever submitted a packet about the College Leadership Retreat to President Rocha and displayed the laminated baby photographs.

8. **Academic Academy for African American Men:** Postponed until next meeting.

9. **Prop A/AA Update:**

a. John Oester stated the following is an informational item President wanted presented to Council: Turner has been requested to submit in writing a calendar of events and a cost figure for West's nine projects. This request has not yet gone to facilities or planning committees.

b. Freudian Sip—College will rent a coffee cart from The University Corporation until West builds the C-Store. Pierce has a Freudian Sip coffee cart. This is connected to the hospitality program that will be coming to West.

c. The temporary haul road is the most crucial project to complete for any significant construction to start.

M/S/P (Crippens/Shewfelt) approved by consensus to accept Prop A/AA report.

10. **Project Turn-Around Now:**

Olga Shewfelt spoke about the various meetings President Rocha has held to discuss the various Project Turn-Around Now (PTAN) ideas since October 9 with AFT Executive Board, consultation with AFT and Academic Senate separately and together, AFT and Senate met with faculty twice and had guests as well as the College Council.

A. It makes sense to schedule classes around the needs of the students.

B. It appears other ideas have not been fully discussed with everyone involved such as merging the ACT and Transfer programs. For example, the ACT Director was not aware of the merger. President said PTAN had a number of brainstorming ideas, and the growth initiative proposals approved by CPC should not go through the same governance process.

C. Bruce Anders spoke about Basic Skills Committee structural composition of members and Transfer and Basic Skills programs. In an L.A. Times article, State Chancellor Drummond asked community colleges to brainstorm ideas to improve basic skills program to assist students become successful.

11. **Accreditation Progress Report:**

Fran Leonard stated that in June 2006, the Accrediting Commission accredited West Los Angeles College to 2012. A Town Hall meeting was held December 7 to provide an open forum to everyone for . Comments were invited and made about recommendations committees' draft progress report. Clyde Titus spoke for those individuals who may have a dissenting viewpoint and that their viewpoints should be noted in the report. Rod Patterson stated the Constitution provides for dissenting viewpoints. Charles Stapleton volunteered to be the contact person for those who wished not to speak in a public forum and remain anonymous nor would submit a written statement. Ms. Leonard reiterated the Progress Report must be substantiated with evidence and asked everyone to submit evidence to the Accreditation Office, A9.

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

a. "Jitters Room"—Academic Senate, ASO, Counseling and Student Health Office will offer workshops and refreshments to reduce students' anxiety who are apprehensive about final exams. This event will take place December 11-15, 8 a.m. to 7 p.m. in B3-101. This morning Frank Whyte and Joyce Sweeney hosted workshops. Crippens thanked faculty who participated and asked for more volunteers..

b. Distance Learning Committee will be meeting January 16, 2007.

c. One Stop-Registration will be underway tomorrow. Barry Sloan and Glenn Schenk co-chaired this marketing activity. Every Wednesday Darrell Roberson will be at Culver City High School.

d. Matriculation has been successful with its ambassador program visiting high schools.

e. TAMOR—West will host a high school principals and counselors conference in late March.

f. NISOD Award Nomination—President asked Academic Senate to seek faculty nominations. An email message was sent requesting nominations.

M/S/P (Siever/Oester) to adjourn was approved by consensus at 3:08 p.m.