

*Meeting of AFT Faculty Guild Chapter,
West Los Angeles College
September 18, 2008*

Minutes of May 22, 2008 were read and approved.

M.O.U. on D/DL Class Sizes: President Olga Shewfelt reviewed and discussed the M.O.U. (Large D/DL Class Authorization and Compensation) to Article 40C.1b. She stressed the following points: Requests should be made by Instructors, without duress, at the time of schedule planning. Instructors may request a lifting of the 40 students cap to not more than 80. Four signatures of approval are required: Instructor, Chair, VP of Academic Affairs, and AFT Chapter President. Factors weighed in the decision include enrollment history, retention rates, and high student demand, among others. Stipends range from \$500.00 per standard hour for enrollments of 50 – 59; to \$1,000 for enrollments of 60 - 69; to \$1,500 for enrollments of 70 – 80. All enrollment counts for the purpose of this stipend are to be taken at census. Large classes count as one class for the 60% maximum teaching load for adjunct faculty.

M.O.U. on Part-time Equity Differential: Olga also reviewed the M.O.U. on State Part-time Equity Differential. In the past, the funding for the differential has been used to augment Winter and Summer Intersessions. These so-called “marginal” costs are eliminated by the M.O.U. The District agrees that “effective ...2009-10 academic year...and State allocation for part-time equity...will be applied solely toward the State Equity Differential....”

State Budget Impact: Olga reported that the District may have to borrow to pay salaries beyond September if the state does not enact the budget. Right now, the COLA, if any, is in doubt. We may receive funds for some of our growth. Bonnie Blustein noted that in the proposed budget, \$14 million is set aside for prisons, money which could be saved, if non-violent drug offenders were not incarcerated. Three of the District’s nine campuses have General Fund reserves, East, Pierce, and West. Colleges which are growing, resent the disbursement of their overages to pay down the \$8 million in the other colleges’ deficits. The District now has a \$49 million contingency reserve, but has to pay salaries despite the lack of in-coming funds because of the lack of a state budget.

Olga reported that the college currently is at 7,265 Fulltime Equivalent Students (FTES) for 2007-'08. FTES is the measure the state uses in its funding formula. However, if we hope to balance the 2008-'09 college budget, we need to increase to 8,133 FTES. In terms of actual headcount, we have 11,000 students and project 12,500 by October 27th when new short-term classes begin. Will we be paid for all this growth? Probably not, but the District Budget Committee will determine how to pay for any unfunded growth.

Class Scheduling Policy: President Mark Rocha read aloud from his memorandum to the VPAA on “Academic Excellence and Class Scheduling Policy”. In it he asks “for a Fall 2008 census day report of all low-enrolled classes of 14 student or fewer” and that the “report is accompanied by a written report from each divisional chair as follows: 1) A

detailed analysis and explanation of the reasons for each low enrolled class; [and] 2) A plan certain for how these low enrolled classes will not be offered or run beginning with the Spring 2009 semester.”

In his remarks, he stated that we have over-budgeted scheduling by \$1.3 million and that his policy would ensure that scheduling is driven by student demand. To that end, he said Article 12 will be enforced. Article 12 states that “Each department shall, as a goal, maintain an average class size of 34 students at the first census. In no way is this goal intended as a device for calculations related to a reduction of class offerings. Class offerings are determined by an array of data including, but not limited to student demand, articulation agreements, graduation requirements, facility limitations, equipment limitations and others.” M.J. McMaster stated that Math is above the 34 goal, because large lower level classes allow the division to offer smaller upper level classes. Bruce Anders asked about the fate of Sophomore level classes and stated a greater worry about the educational quality of classes of 80, than classes of 14. Dr. Rocha stated that the contract will be observed in the matter of advanced classes.

Health Benefits: The LACCD’s annual enrollment for active full-time employees and retirees and survivors will take place from November 3 through November 26, 2008. Delta will be the Districts dental insurer, not Blue Cross. All employees must enroll online during the annual enrollment period. An enrollment kit will be mailed to each employee with directions. Those who fail to enroll in the Delta plan will be moved into the default plan, Safeguard HMO. Health benefits across the District have increased by \$7 million. Olga plans to bring Susan Aminoff, our member on the Joint Health Benefits Committee to the campus on October 13th.

Measure J: Olga drew out attention to an “A/AA Project Status” report for our campus and said that reports for the other eight campuses are also available. Next, we looked at a Prop J list of proposed projects for West, entitled “LACCD Future Budget Analysis,” listing eight capital improvement and property acquisition projects and one transportation project. In connection with the effort to pass Measure J, Olga announced that the Guild has funded a student intern program, with the goal of recruiting, training, and mobilizing 80 – 90 student interns to participate in the L.A. County Federation of Labor’s “member-to-member” political campaign for the November 4th election.

Transportation Plan: The college administration has presented a plan to create a West L.A. College alternative transportation network at a cost of \$2,000 to be paid for by interest payments on Prop A and AA bonds. If implemented, the plan would include three Roundtrip shuttle routes, operating 16 hours per day: 1) (Crenshaw/Van Ness) route; 2) West L.A. – Transit Center; and 3) Overland/Palms route. Busses for these three routes would cost \$653,000 per semester, if 30 passenger busses were employed. No costs were given for Intersession bus routes. In addition, the plan calls for a feeder high school shuttle service with roundtrip shuttles for six feeder high schools picking up students at 3:30 and returning them at 6:00 p.m. The six public feeder high schools are Crenshaw, Hamilton, Dorsey, Culver, Venice, and Westchester. No costs were submitted for the use

of the 30 passenger busses for this part of the plan. Additional costs would fund a campus transportation coordinator.

Empire Transportation is the District's vendor; however, it is not known if the employees are unionized. This information was requested of Dr. Martinez.

President Rocha stressed that West's mission is open access to all, not just those who can afford a car. The presenters, Vice Chancellor Martin Martinez, and assistants Diana Ho and James Okazaki stressed the poor or lack of public transportation service to our students. Olga asked the presenters for an executive summary of the plan, which was presented to the meeting via a PowerPoint presentation. Olga said that the executive summary should contain an analysis of the plan's costs vs. the costs of improving and increasing public transportation to the college.

The Academic Senate is scheduled to discuss this plan on September 30th.

Grievances: Bruce Anders reported that the new contract formally recognizes the Grievance Representatives Committee (the nine campus reps, plus the E-board's member on the committee, Norm Levy, and the Guild appointed chair, Darrell Eckersley). The grievance Committee hears grievances that have not been resolved at Step Two, and decides whether to submit them for arbitration. Bruce said that most grievances involve hourly seniority disputes, and noted the new language and timetables in the new contract.

Adjunct Faculty: One hundred and eight-seven adjuncts attended the Orientation, the evening of August 28th. As of Spring 2009, the contract empowers adjuncts within a division to elect an adjunct representative. The representative, who must have achieved seniority on seniority list, will be able to vote in division elections. Method of election is to be determined.

Good and Welfare: Committee Chair, Bonnie Blustein, suggested monthly get-togethers for those who want to talk about topics beyond the regular campus business. She also reported a major strike at Boeing Aircraft protesting the creation of a two tiered system of compensation and benefits.

Work Environment Committee: Alice Taylor reported that the committee now meets on Fridays, and has met once since summer. A resolution passed that all cats on campus be trapped and relocated to a safer place, due to the construction on campus. If safe place cannot be found, the default would be the L.A. Animal Services. The committee is aware of the need for technical services in the evening. There is a need for increased locker space in the Adjunct Faculty Office. What spaces are there are too big, so that there are not enough for the number of faculty who may need them. Olga requested that the next WEC agenda include the removal of the wall which separates the Adjunct Office from Reprographics. Removing the wall can create a greater sense of community and belonging. It may also alleviate the overuse of the copier in the Adjunct Faculty Office.

Building Program Management Committee: Alice Taylor reported. The BPM meets the first Thursday of every month and covers projects involving bond funds. The Board of Trustees has approved the 10100 Jefferson Blvd parcel for possible development. Lot 7 is identified in the Comprehensive Master Plan as a school site. The permanent main access road to Jefferson is expected to be completed in summer of 2009. If Measure J is approved, it will allow us to build another parking structure, re-build PE, and a building for CEMA . The college will seek to identify unmet Prop A/AA needs. Olga noted that this is a representative committee and that AFT representatives will need to consult, before participating in any decisions, so that it can put the brakes the processes so as not to be rushed.

DL Committee: Eric Ichon reported that online help classes are available.

Misc.: Regarding the Class Scheduling Policy, VP Bob Sprague said that the Senate and administration will convene to establish a definition of “advanced classes”. On-campus enrollment is not as robust as online enrollment. One instructor stated that the president was making certain assumptions that do not apply to all, or even to most instructors in his class scheduling policy.

Attendance

Jack Ruebensaal, Eloise Crippens, Alice Taylor, Sholeh Khorooshi, May Du Bois, Steve Agers, Fan Leonard, Bonnie Blustein, Vidya Snamiatha, Faz Elahi, Lucy Blake, Mary Jane Mc Master, Brenda Koffi, J. Richard Olivas, Nancy Sander, Shelia Williams, JoAnn Haywood, David C. Newell, Evelyn Liskin, Fran Israel, Eric Ichon, Bob Sprague, Margot Michels, Lorenzo Ybarra, Bruce Anders, Olga Shewfelt, Mark Rocha