West Los Angeles College
College Wide - Planning Meeting

APPROVED MINUTES
Monday, July 17, 2006

I. Introduction of West Los Angeles College President
Dr. Mark Rocha gave an overview of his first week at the college:

- Announcement: West has been reaffirmed by the Western Association of Schools and Colleges Commission.
- Presentation of 2VP Model at the College Council led to the development of an ad hoc committee to review the proposal.
- President Rocha suggested that the college take our time and make sure restructuring is done the right way. At the time the Accrediting Team visited the college we were working under the structure that is listed on page 51 of the Accreditation Report; therefore he has asked the administrative staff to retain the functional chart by division until further deliberation has been assessed.
- Fill existing positions if necessary to assist the end result, the student. “COME TO WEST LA, AND WE WILL TAKE CARE OF YOU!”
- Planning should drive Budget; how do we link the two?
- Program Review is essential for planning; we have much work to do and it will be accomplished through our shared governance process. We cannot go forward unless we have a consensus.
- Academic Excellence and Student Learning Outcomes will be our focus.
- “SERVE THE STUDENTS”
II. Approval of Agenda
   - Agenda was approved.

III. Approval of June 19, 2006 Minutes –
   - Minutes of June 19, 2006 were approved with two corrections.
     - Change date on Item #4 to June 7 (Special Meeting).

IV. Reports:
   - Program Review:
     - Fran Leonard reported that all 2005-2006 program reviews had been received.
     - Program Review Workshop for Academic Divisions is scheduled for Tuesday, August 22, 2006, at 1:00pm.
     - The Student Services, Administrative Services and President Office Review is scheduled for late September.
   - Budget:
     - A campus budget meeting is scheduled for July 26, 2pm.
     - Review final College Budget at a joint Planning and Budget meeting in September or October.
   - Facilities:
     - Omitted
   - Accreditation:
     - Planning Agendas will be discussed at our next scheduled meeting.

V. Action Items:
   - Planning for Leadership Retreat Evaluation – Discussion
     - Motion #1
       - M/S/P: That the Planning Committee establish a subcommittee to work on the theme for the Fall College Leadership Retreat with student success in mind.
       - Pat Siever will facilitate the meeting until the group selects a chair of the committee.
       - The following topics will be considered for a theme:
         A. What is Program Review
         B. How does Program Review relate to Student Success
         C. Accreditation
         D. Creating an atmosphere of civility.
         E. How to look at data…
       - All campus constituents should contact Professor Siever with names of representatives immediately.

     - Motion #2
       - M/S/P: Recommends to the College Council for discussion that all documents presented or distributed at meetings should have the following info:
         From: name of the person and/or group it represents
         To: name of the person and/or group it represents
         Date:
         Purpose:

     - Master Calendar for On-Campus Meetings
       - All calendars received will be forwarded to G Walton for compilation.
VI. Discussion Items

- CPC Mission and Purpose
  - An outline of the College Planning Committee was distributed.

- Need for Planning Dean
  - President Rocha stated that the college would continue to work under the current organizational chart which includes a dean. However, this position is vacant.
  - Senate Representatives state that the College Planning Committee could function without a dean if we had a co-chair; furthermore the committee is supported by administrative members.
  - Classified Representatives submitted an outline on the Master Plan outline for a Dean of Planning.

The Planning Committee was adjourned at 4:20pm. The next meeting will take place Monday, August 7, 2006 – 2:00pm – Winlock Lounge.