

Grants Management Committee
Meeting Notes
Thursday, February 24, 2011
12:30 p.m., Winlock Lounge

Present: Aracely Aguiar, Bruce Anders, Mary-Jo Apigo, Helen Lin, Jack Ruebensaal, Olga Shewfelt, Barry Sloan, Bob Sprague

Bob Sprague opened the meeting at 12:35 pm with a discussion about selecting a new name for the committee and asked for any comments or suggestions about make the name more inclusive.

1. Name of the committee

There is a pathway of approval for developing a new name for the committee through the shared governance process.

2008 - Grants Management Committee

2009 - Revenue Enhancement Initiative

2010 - Resource Development Committee

This will take some debate about establishing a pathway of approval for grants through the shared governance process. Most of these grants involve teaching and learning and should go through the Senate. Will consult with Senate about Senate's role in reviewing proposals to set groundwork for discussion. There is some active Senate role on curricular side for those that are instructional grants.

- Organize grant - organized under a division if instructional
- If not for credit - organize under the division anyways
- More connected relationship between faculty and grants
- Not fair to leave it to administration to decide
- Curriculum process always goes through Academic Senate

If a grant is in planning and development stages, it should go through the faculty. Enhancing current curriculum or has been taking a program already approved by Senate that was part of a Program Review unit plan of that division that had already gone through the process of Program Review and planning and shared governance process.

2. Committee's charge - need more time to discuss
3. Role in targeting funds for college budget - create a contribution stream to operating budget of college -right now it's 5%.

Purpose of review enhancement initiative in 2009 - to generate income to the college.

- 1 - add more income for faculty and staff to do things in
- 2 - to leverage an operating budget for the college

Do we hire more custodians?

Do we target or remain silent?

Olga Shewfelt – yesterday's budget committee – reviewed ideas on how to cut areas of the college – need to be discussed at district level – among the items – they were told yesterday from John Oester, he didn't receive any contribution from college 100 program from Westside Extension – Barry Sloan reported they give them \$55-\$60,000 per year.

Question is how does the money get put into the budget – so far the 5% enhancement from different things we do goes directly into the Program 100 budget and college administration. Makes decision as to how it will be placed – allocated.

Is this the committee that gets to decide how monies are allocated? Would committee want to review what's being generated – either semi-annually or annually?

Would committee want to go deeper – for example, hire two more physics teachers, etc?

You can relieve Program 100 of some costs that it has and redirect program 100 to hire custodians. Make a specific recommendation or stay silent on this issue.

Make a matter of record annually of where the funds will go to.

Limitations of grants

Who does what?? This committee will be the only place where the funds will grow.

Name of committee shall be Resource Development Committee.

Bob asked members if they are ready to vote on this today – Olga said to have charge of committee at next meeting.

Bob will recirculate the charge of committee before the next meeting and the committee will vote on this at the next meeting on March 24th.

Discussion of Cassidy & Associates – purpose is to tell West what government can do for the college and make it possible for the President to visit Washington, D.C. the relationship with Cassidy & Associates will change. To find out what person at Department of Labor can help West get grants. Plan a follow-up visit to D.C. consisting of Mark Pracher, Mary-Jo Apigo, and Kathy Walton.

Washington, D.C. reported that Veteran's Administration expects to provide service to veterans at community colleges.

StraEd & University of Hyderabad University in India to do film studies in fall 2011 with West under HFA division.

Talked briefly with Behavioral Social Sciences Department. They held a meeting during President's weekend last Friday regarding a program in homeland security. Bob will ask Dr. Joyce if she is available to go during the third week of April to attend the ribbon cutting ceremony.

Olga asked for a report of what trips were made abroad by admin. Ref:

Information and development reports twice a year on:

1) Budget and in 2) international travel

East LA College does one year in Beijing and one year at Cal State L.A.

Contract Education – exploring and offering contract ed classes in summer 2011; it is early in the process. They are projecting approximately 15 classes in summer; then continuing in fall 2011 and spring 2012 some Allied Health classes will be offered as Extension not for credit classes.

If classes are for credit and students are residents of California, they will be eligible for financial aid – in a grant situation – medical assisting and dental assisting - FOR CREDIT

proposal – problem is that West cannot offer courses – have to put thru as a non for credit until they are fully approved by the state – takes about 6 months for the process.

There is no Program 100 capability right now – only going to be offered through contract ed. The only way to be approved is as contract ed. New programs will not go to program 100 – only 10 years from now or when program 100 increases – or funded for growth.

Students would get financial aid if they cannot pay for the class.

Corporate College – concept being managed by a comm. college in the North – Butte Glenn - arrange for a contract between a local college and organ.

Olga – Union – this committee is where issues should be determined for contract ed classes – all expenditures must be paid by the fee – must be a self supporting program – an example would be that West has been establishing rates of an hour of instruction for pricing for contract education. Language is misleading in contract

What are we going to charge for an hour of contract ed. Chito Cayon has been working on this. Aracely reported this amount would be approximately what an international student would pay for a class . Could vary about number of students – a guideline would be approx. Bob – suggested passing out a district wide compendium

Title 5 – to staff a credit course-the instructor must meet the minimum qualifications. as a faculty member at the district. Instructors have been hired thru our seniority lists - So far all of the contract ed courses have been in the health care area. All faculty have been at exact same level as regular faculty. Bob said we should have a consultation about ways in which that applies – in hiring contract ed faculty –

Dr. Joyce – Foundation – revenue enhancement – going to explore ways of how to establish a charge of the foundation.

Meeting adjourned at 2:00 p.m.