

Accreditation Steering Committee Chair

Alice Taylor

ALO, Co-Chair

Bob Sprague

Academic Senate

Adrienne Foster

Administrative Services

Ken Takeda

AFT Faculty Guild

Olga Shewfelt

AFT Staff Guild

Joann Haywood

Facilities

Allan Hansen

Research and Planning

Rebecca Tillberg

Student Services

Phyllis Braxton

President

Nabil Abu-Ghazaleh

Workgroup leaders

Recommendations 1 & 2

Rebecca Tillberg

Recommendations 3 & 4

Mary-Jo Apigo
Luis Cordova

Recommendation 5

Ara Aguiar

Recommendation 6

Kathy Walton
Ken Lin

Recommendation 7

Ken Takeda

2006 Recommendation 13

Adrienne Foster
Olga Shewfelt

Minutes

February 9, 2015

3:10-4:15, Winlock Lounge

Present: Rebecca Tillberg, Adrienne Foster, Ken Takeda, Phyllis Braxton, Mary-Jo Apigo, Fran Leonard, Alice Taylor (chairing)

I. **Minutes** of Dec. 8, 2014 and January 12, 2015 were approved with minor corrections.

II. **Addressing the Standards**

A. Taylor provided a sample of LATTC's response to I.B.1, which Ken Takeda had brought to her attention. R. Tillberg offered to ask whether this very compact treatment is what the Commission is expecting, while she is at a Feb. 10 training for an upcoming visit.

III. **Timeline**

In order to have the Self Evaluation ready to mail in January, we will need Board approval by December. (Since West has had only 4 years since the last Self study, and has just finished a Midterm Report, we hope that we will be among the colleges to present Self Evaluations last.) That means most of the campus approvals would have to come in November. F. Leonard noted that the College Council can have a special meeting, if December 3 is too late. A final draft would have to be ready when faculty return in the fall; A Foster supported the idea of faculty who are willing to participate working over the summer. M. Apigo suggested that we set up workshops for all the Standards Committees to finish a draft or outline by the beginning of June, and the committee agreed to begin the remaining meetings at 2 pm to accommodate the workshops. We will need a large room.

III. **Standards Committees**

Standards I and IV Standard have been set up:

I: Co-Chairs R. Tillberg and Carmen Dones. PIE Committee as the Standard Committee

IV: Co-Chairs Adrienne Foster and Olga Shewfelt

Standards II and III are complex; A. Foster suggested that the parts each have co-chairs. The committee suggested people to recruit:

Meetings for 2014-2015: July 28, August 11 and 25, September 8, October 13, November 10, December 8, January 12, February 9, **Starting at 2:** March 9, April 13, May 11, June 8



West Los Angeles College provides a transformative educational experience.
West fosters a diverse learning community dedicated to student success.

ACCREDITATION STEERING COMMITTEE

Accreditation Steering Committee Chair

Alice Taylor

ALO, Co-Chair

Bob Sprague

Academic Senate

Adrienne Foster

Administrative Services

Ken Takeda

AFT Faculty Guild

Olga Shewfelt

AFT Staff Guild

Joann Haywood

Facilities

Allan Hansen

Research and Planning

Rebecca Tillberg

Student Services

Phyllis Braxton

President

Nabil Abu-Ghazaleh

Workgroup leaders

Recommendations 1 & 2

Rebecca Tillberg

Recommendations 3 & 4

Mary-Jo Apigo
Luis Cordova

Recommendation 5

Ara Aguiar

Recommendation 6

Kathy Walton
Ken Lin

Recommendation 7

Ken Takeda

2006 Recommendation 13

Adrienne Foster
Olga Shewfelt

II.A : Ara Aguiar, M. Apigo, Kim Manner, Luis Cordova, Matt Robertson, Jane Witucki, Adrianna Martinez

II.B: Kathy Walton, a librarian, a member of the library staff, and someone from the library advisory committee?

II.C: Phyllis Braxton and Angel Viramontes (staff) have agreed to serve.

III. B: Kevin Considine

III.C: Marcus Butler

Ken Takeda will chair Standard III until his retirement April 30, and plans to get a draft finished before then.

III. Work with Standing Committees

Four committees have started identifying evidence: Facilities, PIE, Divisional Council and College Council. A Taylor reported that the College Council made significant progress on Standard IV.

IV. Newsletters

A Taylor presented a draft of a first newsletter for 2015, focusing on our current situation. M. Apigo suggested calling it Here, Now, and Tomorrow. The committee agreed that a timeline would be better than a narrative of the process for producing the Self Evaluation. The newsletter will consist of a summary of our progress on the 2012 recommendations (per the Midterm Report) and of our 2012 Commendations. A. Taylor pointed out that WLAC got a commendation on the inclusiveness of our shared governance in the same visit that we got a recommendation on involving more people in governance.

V. **Board Approval of Midterm Feb. 11, 2015.** Ken Takeda explained that since the approval is on the consent calendar, West will not be speaking to it. Nabil Abu Ghazaleh or Phyllis Braxton will take the signature pages to the meeting. Once the report is approved, A. Taylor will put it on the WLAC website.

VI. The issues raised in **Appendix K** of the Manual on Self Evaluation need to be matched to standards. Adrienne Foster offered to share materials used in her recent visit to City College of San Francisco.

Meetings for 2014-2015: July 28, August 11 and 25, September 8, October 13, November 10, December 8, January 12, February 9, **Starting at 2:** March 9, April 13, May 11, June 8



West Los Angeles College provides a transformative educational experience.
West fosters a diverse learning community dedicated to student success.