

## Student Equity Planned Activities for 2015-2016

The following planned activities were either in the 2014-2015 Student Equity Plan or requested through the Student Equity Plan funding process.
<b>Project LEARN</b> - .5 release time for Director and 1.0 salary for Coordinator
<b>Student Equity Coordination</b> - Salary for Dean of Student Services and SFP Director for Student Equity/FYE Coordination
<b>Admissions &amp; Records</b> - 1.0 Admissions and Records Assistant/High School Liaison
<b>Financial Aid</b> - 1.0 Financial Aid Assistant to improve processing time for Pell Grants
<b>Student Health Center</b> - Increase Student Mental Health Counseling hours
<b>Guardian Scholars</b> - .25 Adjunct Counselor to work with foster student population
<b>DSPS</b> – Tutors, Alternative Media Specialist, and update high tech center software
<b>Trlo/SSS/Calworks</b> - 2 Academic Coaches to support Campus & Community Programs
<b>Library</b> - 10 tutors to support Library/HLRC Access
<b>Marketing</b> - Support to reach high target populations/Access and retention
<b>Outreach</b> - 3 CGCAs, Bus, Summer Bridge marketing materials, 1 recruiter, food for events
<b>Athletics</b> – .25 Adjunct counselor, 1 tutor, 1 CGCA, 8 student computer stations for homework, 1 LCD projector, and 1 LCD screen for Center for Academic Success for Athletes
<b>Institutional Research</b> - 1.0 Assistant Research Analyst support for project evaluation
<b>Veterans Center</b> (Partnership with Serene Haven) - .6 of Senior Office Assistant, .20 Counselor, Boots to Books, and Recognition Ceremony materials
<b>Child Development Center &amp; Child Development Department</b> - Creative curriculum training, curriculum kits, resource books and materials.
<b>Student Services</b> - 13 Kiosks for student usage – 8 computers for Admissions & Records and 5 computers for ASO
<b>Basic Skills Math and English</b> - 11 SI tutors and .20 release time for coordination of Supplemental Instruction for English/Mathematics
<b>Math</b> - Professional development for 3 Math Faculty, 3 SI Mentors
<b>Applied Technology</b> - 2 Supplemental Instruction Mentors for Applied Technology (Aviation)
<b>Learning Skills</b> – Supplemental Instruction Mentors
<b>ESL</b> - ESL Supplemental Instruction Mentors
<b>Professional Development</b> - .25 release time for Professional Learning Coordinator, Student Equity related conferences, English acceleration training, Math acceleration training, Minority Male Community College Collaborative, Culturally Responsive Training (CRT) stipends for 2 faculty and 2 classified trainers, Leadership Retreat Keynote Speaker Darrick Smith, workshops to help veterans in the classroom, faculty training on teaching former foster youth, etc. and food





**West Los Angeles College**  
**Campus-wide Governance Committee**  
**Self-Evaluation Form**



**Committee Name:** Accreditation Steering Committee

**Committee Charge (Summary):** The Accreditation Steering Committee of West Los Angeles College provides leadership for the college's accreditation efforts in the following ways:

- Review the ACCJC Accreditation Standards
- Encourage and promote dialogue across the college on student learning and institutional effectiveness.
- Communicate information on accreditation to the college constituencies and community.
- Facilitate the organization and structures for accreditation reports.
- Oversee the preparation of accreditation reports.
- Establish guidelines for the cataloging and maintaining of evidence to support accreditation.
- Plan, facilitate and prepare for accreditation team visits to the college.

**For Academic Year: 2013-2014**

**Date of Self Evaluation:**

Month	Meeting Date(s)	# of Attendees	Agendas posted in advance?		Minutes posted?		Please List the Major Issues/Tasks Addressed at Each Meeting
			Yes	No	Yes	No	
August	8/12/13	5		x	x		Engaging faculty: Flex Day, newsletters; Engaging Committees: align Standards with committees' work and agendas; Regularizing posting of minutes; Library assistance with archive
September	9/9/13	8	x		x		2012-2013 Committee Self-Evaluation; Committee Membership; Midterm Report and the work of standing college committees; 2014 ASCCC Accreditation Institute
October	10/14/13	7	x		x		Fall 2015 Preparation for Comprehensive Self Evaluation; Standards Committees working at same time as Recommendation Workgroups; District Coordination; Coming Surveys: West Campus Climate spring 2015, District Student Survey fall 2014; Questions from EMP Workgroup.
December	12/9/13	5	x		x		Timeline for 2016 Self Evaluation; Newsletter to highlight major claims; preparation to review the issues noted in the 2012 Visiting Team Report
January	1/13/14	7	x		x		ASCCC Accreditation Institute as venue to clarify which Standards we are to use; 10-person team for ACCJC training in March; Midterm Report Requirements; Review of issues for Recs. 1-4 and 7; draft of Accreditation Matters: Planning.
February	2/10/14	6	x		x		Review of issues for 2006 Rec. 6; draft of Accreditation Matters 1 (Planning); Role of Standing Committees in 2016 self Evaluation; Preparation to use new Standards as soon as they are published
March	3/10/14	8	x		x		Review of Accreditation Matters 2 (SLOs); Annual report to ACCJC—Institutional Set Standards; ACCJC foci for 2016 Self Evaluation
April	4/14/14	5			x		Information needed for recs. 5 and 6, and 2006 rec 13 Committee home for SS&SP planning and policies; Excel chart to align standing committees and ACCJC

						standards.
May	5/12/14	4			x	District role in responding to district recs. SLO symposium, May 16; Plans for Accreditation Matters 3(Budget); Summer meetings needed
June	6/9/14	10	x		x	Call for all materials for Midterm by June 25; review of each rec.; Sample Excel chart aligning committees and Standards; District/ College coordination; Library archives for accreditation purposes
Average Attendance		6.5				
Major Committee Accomplishments & Achievements in Past Year			2013-2014 focused on drafting the 2015 Midterm Report. Small teams were organized for each college recommendation. We presented our major claims publicized in <i>Accreditation Matters</i> Newsletters in the spring semester and wrote and revised the full draft of the Report over the summer. We followed development in the new Standards (ACCJC approved June 2014)			
Major Obstacles/Problems with Committee Function			The Committee works very well together. The major obstacle is that everyone is so busy with other work. There has also been some confusion about what will be required in the 2016 Self Evaluation. Uncertainty about whether there will be a visit in 2015.			
Recommendations for Improving Committee Process/Efficiency			District support needed in training, drafts of District recommendations, liaison with ACCJC to clarify requirements; alignment of District and College functions.			
Committee Goals (If Appropriate) for Coming Year			Shepherd the 2015 Midterm Report through campus and Board approvals. Prepare the campus community for 2015 Midterm visit. Prepare bulleted list of updates to the Midterm Report for the Midterm visit. Organize Standards Committees to track how we meet the Standards. Identify and publicize major claims for the 2016 Self Evaluation Determine the format of the 2016 Self Evaluation Draft the 2016 Self Evaluation for campus approvals in fall 2015.			

Chair/Co-Chair Signature: \_\_\_\_\_

Chair/Co-Chair Name: \_\_\_\_\_

Alice Taylor

Chair/Co-Chair Signature: \_\_\_\_\_

Chair/Co-Chair Name: \_\_\_\_\_

Bob Sprague

Members:

Accreditation Steering Committee Chair: Alice Taylor  
 Academic Senate: Adrienne Foster  
 Administrative Services: Ken Takeda

AFT Faculty Guild: Olga Shewfelt  
AFT Staff Guild: Joann Haywood  
ALO and co-chair: Bob Sprague  
Facilities: Allan Hansen  
Research and Planning: Rebecca Tillberg  
Student Services: Phyllis Braxton

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Resources:

Nabil Abu Ghazaleh(President)  
Fran Leonard (College Council)  
Mary-Jo Apigo (SLOs)  
Luis Cordova (SLOs)  
Ara Aguiar (Catalog)  
Kathy Walton, Ken Lin, Judy Chow, Susan Trujillo (Library)

