

**West Los Angeles College**  
**College Council Update**  
**December 1, 2016**  
*Jim Limbaugh, President*

**1) Campus Updates**

- a) Regarding the **awarding of scholarship dollars from the WLAC Foundation accounts**, students have been selected through a review process administered by Student Services and checks are being prepared for my signature so that they can be distributed by the Business Office early next week.
- b) In light of the campus attacks at Ohio State University this past week, it is prudent to provide an update on what has occurred at West to address **campus safety**. As you review this list, please be aware that I have volunteered West as a site for the District's first full-blown active shooter drill to be held sometime this spring. More information will be provided in the coming weeks.
  - i) A presentation on current campus safety efforts and plans was presented at the Work Environment Committee (WEC) in fall 2015, and updated in fall 2016.
  - ii) The Campus Safety Plan was edited and submitted to the District's consultant. It is anticipated that it will be commented upon, and returned to the campus for more edits once the District-wide Safety Coordinator is hired.
  - iii) The campus website has been updated with the latest campus map which emphasizes evacuation areas for use in case of an emergency. A new campus map with additional evacuation sites to reflect new construction was published in Fall 2016, and is being posted in every classroom and office.
  - iv) The campus conducted both an earthquake drill and fire drill in October 2016, and with at least two more drills planned before the fiscal year ends.
  - v) The campus Sheriff's team Leader has made presentations to the AFT and Academic Senate on dealing with unruly students in the classroom, and sheriff response times.
  - vi) A BIT/START process and been developed and implemented on campus in cooperation with the Sheriff and County Department of Mental Health. A review of the current process and updated materials (name change to H.E. A.T) is currently underway.
  - vii) New content on safety and emergency procedures has been developed for the campus website.
  - viii) Campus safety tips were published in the Spring Welcome Week Magazine for the campus community. The safety tips were published again in the Fall edition, with plans for Spring 2017, also.
  - ix) The Sheriff posted individual flyers on vehicles throughout campus with tips for protecting personal property and safety. Flyers were placed on vehicles for Fall 2016, also.
  - x) All-campus emails were sent on two occasions directing faculty, students and staff to the campus safety website and presence of the Active Shooter video and written suggestions of what to do in the event of an emergency.
  - xi) Meetings have been held with Science and Math faculty, WEC, Academic Senate, and Divisional Council Fall 2015 thru Fall 2016.
  - xii) The campus emergency notification system has been tested twice this fiscal year, and three more times since July 2016.
  - xiii) The campus is currently engaged in campus wide fire alarm upgrade project for all buildings.
  - xiv) We are working with the PMO and District Facilities to install high definition cameras as part of the recommendations of District-wide Blue Ribbon Panel on Campus Safety and Emergency Preparedness.
  - xv) Safety and emergency response protocols are reviewed quarterly at Administrative Council Meetings and monthly with Facilities and Maintenance staff meetings.
  - xvi) Specific security alerts (shoplifting, etc.) are being posted in prominent places on campus at the request of the Sheriff.
  - xvii) The 2016 Clery Act Campus Safety Report was posted on our website.

- xviii) The campus contract with the LA County Sheriff was taken assumed by the District and allows for a staffing contingency of
  - (1) one Team Leader (L. Davis),
  - (2) two full-time deputies (PM-shift currently vacant),
  - (3) eight security officers,
  - (4) six cadets (1/2 part-time work study), and
  - (5) one Administrative Assistant.

c) **Student housing at LACCD campuses** is the topic of a Board initiative. West has been identified by a consulting firm as one of four LACCD campuses (along with Pierce, Harbor, and City) that may be suitable for student housing. This exploration is very much in the embryonic stage, with the first step being the distribution of a survey to students and organization of focus groups in January. I will also be asking that discussions on the implications of student housing in terms of campus culture, community relations, etc., be placed on the agendas of all major shared governance entities.

## 2) District Updates

- a) Dr. Rodriguez has asked that each president confirm his/her campus's **priorities for Measure CC Bond Program** now that said proposition has successfully passed. Existing records from this past spring's public forums indicate campus support for the replacement of the LLRC with a state-of-the-art learning center/library
- b) The **Teaching and Learning Center** is slated to go on the agenda of the next Board of Trustees meeting (December 7) as the final step toward the submittal of an RFP (Request for Proposal), as the issue of a shortfall in funds due to costs of designed has been rectified. The **Watson** building is in the final stages of design review. These are the two final projects for West from Measure J.
- c) At the **Board Budget and Finance Committee** (November 30, 2016), the subject of individual institutional performance regarding cost per FTES in several categories was brought up again. I expect that this will be the topic of significant discussion in the future, as each campus is compared against the cost-per-FTES District average in the following areas:
  - i) Full-time faculty,
  - ii) Academic administrators,
  - iii) Part-time faculty,
  - iv) Classified management,
  - v) Classified employees,
  - vi) Student workers and other employees, and
  - vii) Non-salaries.
- d) At the **Board Institutional Effectiveness and Student Success Committee** (November 30, 2016),
  - i) a report on District-Wide winter enrollment as of Day 44 (Saturday, November 19) as compared to last winter reveals that
    - (1) Headcount is 3% lower (West is at 101%),
    - (2) Duplicated enrollment is 3% lower (West is at 105%),
    - (3) Section count is 13% higher (West is at 119%), and
    - (4) Enrollment per section is 14% lower (West is at 88%).
  - ii) The committee also reviewed a report on the **Adult Education Block Grant** as the result of AB 104. Of importance to West is that all LACCD institutions will be expected to "create seamless programs and pathways to workforce education" as part of the Los Angeles Regional Adult Education Consortium. Included in the grant is adequate financial support for each campus to recruit and hire a Dean of Continuing and Adult Education.