

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - SPECIAL MEETING OF THE INSTITUTIONAL EFFECTIVENESS &
STUDENT SUCCESS COMMITTEE
West Los Angeles College
Heldman Learning Resource Center and Library (HLRC) Building
Fourth Floor, Room 4C-D
9000 Overland Avenue
Culver City, California 90230
Thursday, November 12, 2015
11:30 a.m. – 1:00 p.m.**

Committee: Andra Hoffman, Vice Chair; Nancy Pearlman, Member. Absent: Trustee Fong

Trustee Hoffman called the meeting to order at 11:42 a.m. She announced that Committee Chair Fong will not be able to attend the meeting.

WELCOME AND INTRODUCTION OF KEY FACULTY AND STAFF

Mr. Robert Sprague, Interim President, West Los Angeles College, welcomed the Trustees and briefly shared the processes that West Los Angeles College (WLAC) went through in putting together the report. He mentioned several highlights that are reflected in the Quality Focus Essay. He introduced several faculty members and administrators who would be representing the College in presenting the Self Evaluation Report and answering any questions. He further acknowledged other faculty members, staff and administrators who were also in attendance.

PURPOSE OF THE MEETING

Trustee Hoffman discussed the guidelines and the purpose of the meeting, which is to review the WLAC Self-Evaluation Report and to get clarification on questions about the report or its processes.

PUBLIC COMMENT

None.

REVIEW OF INSTITUTIONAL SELF EVALUATION REPORT

A presentation was made on several key points of the Self Evaluation Report, which included the college processes, progress of accomplishments on each standard, Quality Focus Essay themes and action projects, and continuous improvement plans. The College community had the opportunity to review and provide feedback on the report through committee, Town Hall meetings, and during the online posting period.

QUESTIONS AND ANSWERS

A question and answer session was conducted that covered the following topics: Self Evaluation Report preparation processes, challenges, college community participation, faculty and staff evaluation, library resources, Dental Hygiene bachelor program, graduation, professional learning, and classified staffing plan.

COLLEGE STATEMENT ON INSTITUTIONAL SELF EVALUATION

Mr. Sprague remarked on the College's diligent efforts in responding to the Accrediting Commission for Community and Junior Colleges (ACCJC) recommendations and maintaining compliance. The Quality Focus Essay highlighted the guiding principles for WLAC that it is a self-aware institution and a learning college. These are aspirations that guide the strategies to address what the College needs to work on in the future.

SUMMARY STATEMENT ON MEETING

Trustee Hoffman commended the College for the hard work in preparing the report and for the succinct presentation which gave more time to dialogue and questions and answers.

Motion by Trustee Hoffman, seconded by Trustee Pearlman, to approve WLAC Self Evaluation Report.

APPROVED: 2 Ayes (Hoffman/Pearlman)
1 Absent (Fong)

NEW BUSINESS

None.

ADJOURNMENT

There being no objection, Vice Chair Hoffman adjourned the meeting at 12:51 p.m.