



**ACCREDITING  
COMMISSION  
for COMMUNITY and  
JUNIOR COLLEGES**

*Western Association  
of Schools and Colleges*

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November 22, 2011

Mr. Nabil Abu-Ghazaleh  
President  
West Los Angeles College  
9000 Overland Avenue  
Culver City, CA 90230

Dear President Abu-Ghazaleh,

The Committee on Substantive Change of the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, met on November 14-15, 2011 to review the Substantive Change Proposal submitted by West Los Angeles College to add eight associate degrees and 19 certificate programs, and six skills certificates (attached) to be offered 50 percent or more via a mode of distance education or electronic deliver.

The Committee acted to approve the request and commends the College for providing a model Proposal which includes all of the required elements.

On behalf of the Commission, I wish to express continuing interest in the institution's educational programs and services. It remains the College's responsibility to inform the Commission of any program change. Professional self-regulation is the most effective means of assuring integrity, effectiveness and quality.

Sincerely,

Susan B. Clifford, Ed.D.  
Vice President

SBC/mg

Attachment

Cc: Mr. Robert Sprague, Accreditation Liaison Officer  
Mr. Eric Ichon, Dean, Distance Learning & Instructional  
Technology  
Ms. Martina Fernandez-Rosario, U.S. Department of Education

# West Los Angeles College, October 2011

## DESCRIPTION OF THE CHANGE

In addition to the degrees and certificates that the Accrediting Commission for Community and Junior Colleges (ACCJC) approved to be offered online in 2008, West Los Angeles College (West) now offers eight Associate of Arts or Science degrees and 13 certificates for which the majority of the courses can be completed via distance education (online) as well as six Skills Certificate which can be completed entirely online.

The eight Associate of Arts or Science Degrees are:

- Anthropology
- Child Development
- Computer Science Information Technology
- Computer Network and Security Management
- Computer Web Support and Database Administration
- Fire Technology
- Hospitality
- Management – Small Business

The 13 Certificates of Achievements are:

- Business Application and Database Management (Low Unit)
- Child Development
- Computer Science Information Technology
- Computer Web Support and Database Administration
- Computer Network and Information System Security (Low Unit)
- Computer Network Management (Low Unit)
- Computer Website Support and Administration (Low Unit)
- Event and Convention Planning
- Fire Technology
- Hospitality
- Hotel Front Desk and Back Office Operations
- Hotel Sales and Marketing
- Management – Small Business

The Low Unit Certificates of Achievement only require 16 or 17 units of intermediate to advanced courses. They have been developed for students who already possess a computing background.

The 6 Skill Certificates are:

- Skill Certificate in Teacher/Private Pre-School
- Skill Certificate in Director/Private Pre-School
- Skill Certificate in Specialized Areas
  - Administration and Supervision of Early Childhood Programs
  - Health, Nutrition, Safety and Food Sanitation of Early Childhood Programs
  - Observation, Assessment, and Guidance in Early Childhood Programs
- Skill Certificate in Entrepreneurship

*See the Table 1 – 4 charts in the appendix for the specific degree requirements for each program and the Table 5 chart listing the percentage of courses which are available online for each program.*