



# WestWords

A bi-weekly communique from the Office of the President

ISSUE #9: May 11, 2017

Colleagues:

Use whatever phrase you would like: “The times they are changing,” “Fasten your seatbelts,” or “I’ll go anywhere as long as it’s forward” (David Livingstone). The reality of institutional change is squarely before us, the result of a shifting educational landscape, the infusion of multiple external initiatives, and the re-alignment and re-consideration of functions in light of the District’s Supplemental Retirement Plan.

A lot will be happening over the next several weeks and months. So on the next page you’ll find a diagram of all the factors impacting the College as it moves forward. Please take a few minutes to absorb the numerous influences that will affect our future and, more importantly, to consider the immeasurable opportunities before us to expand, improve, and re-define services that support our students as they pursue their educational goals.

I will make every effort to keep you fully abreast of these initiatives and how they will affect West. Together we will consider each as an opportunity for excellence so that we continue to ensure that West will be a gateway for success for every student—and that every student who chooses to “Go West” will “Go Far.”

Cordially,

*Jim Limbaugh*

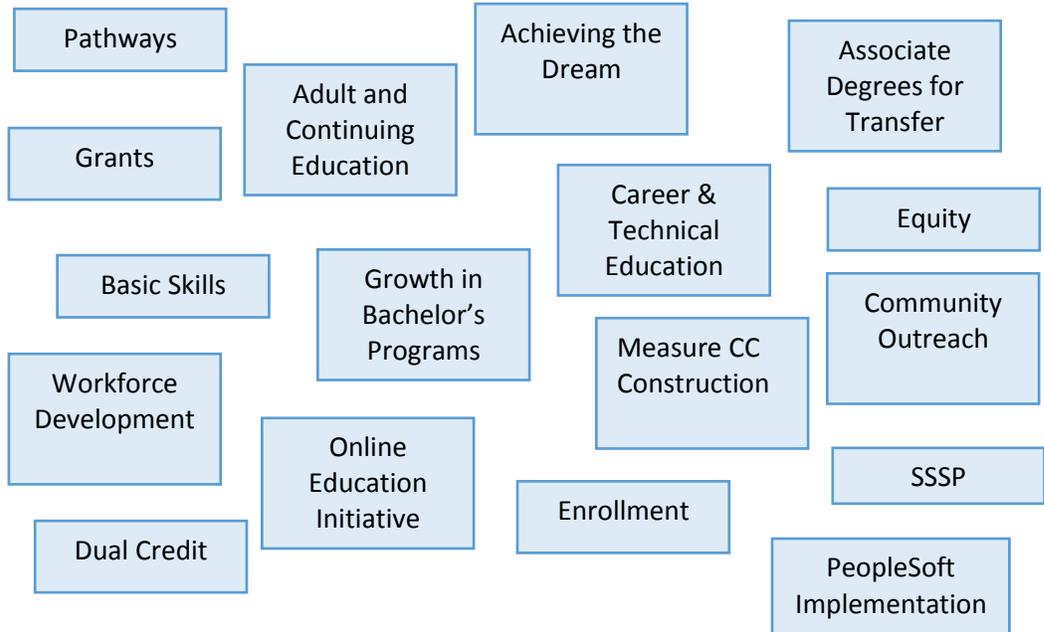
Jim Limbaugh

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**Strengthening West Los Angeles College for the Future: May 2017**

**West Los Angeles College must develop an administrative structure that has the capacity to effectively address expanded campus, district, and state initiatives (and this is not an exhaustive list)...**



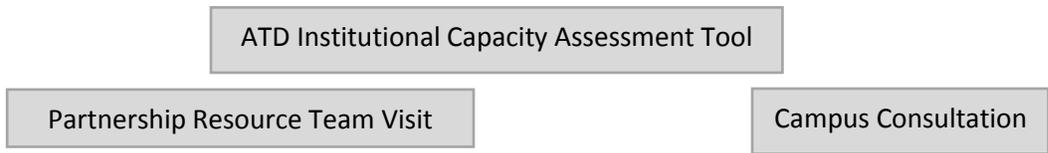
**And it must consider vital functions that may have to be absorbed due to early retirements...**

*The Board of Trustees approved, at its May 10 meeting, the implementation of the Supplemental Retirement Plan. Please see next page for details of the impact on West.*

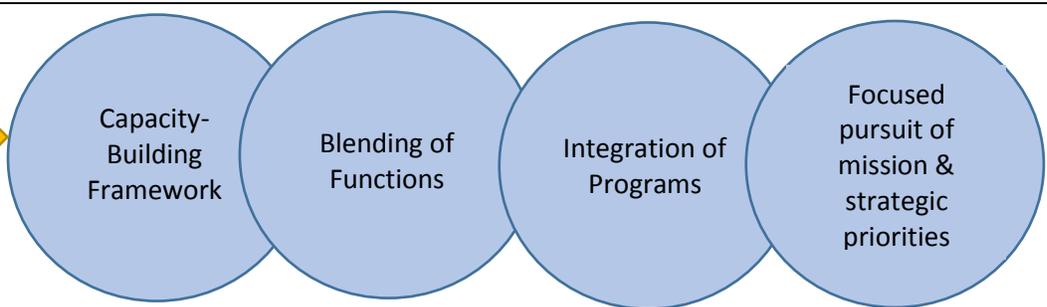
**All of which must be accommodated with consideration of, but not necessarily limited to, existing administrative functions...**



**Whose efficacy can be considered within the lenses of...**



**That ideally will lead to....**



## So What Happens Next with the Partnership Resource Team Visit?

As I've mentioned in previous communiques, the College enlisted a Partnership Resource Team (PRT)—a “colleagues helping colleagues” service of the State Chancellor's Office—to assist us in addressing West's ACCJC Recommendation #4 regarding an evaluation of the College's administrative structure. That team was on campus Tuesday, May 9. Now that the Partnership Resource Team has concluded its visit, here is what will happen next.

1. The team puts together a series of observations and works with the campus to develop a draft Innovation and Effectiveness Plan (I&EP), which focuses on action steps to be taken in response to the original request for a visit (i.e., to address the aforementioned ACCJC Recommendation #4).
2. We have the option to request funding up to \$75,000 (as part of the IEPI PRT grant) to be expended over the next twelve months to expedite implementation of the objectives and action steps outlined in the I&EP. Suggested opportunities include sending teams of West employees on fact-finding visits to other campuses, as part of the collaborative/consultative process, to review models of best practices in organizational structures.
3. By the end of the summer, my goal is to achieve the following on the administrative side of the institution.
  - a. Evaluate the full scope of the Supplemental Retirement Plan at the local level and consider those departures in light of campus responsibilities (see more details in article immediately following).
  - b. Complete the hiring process for Vice President for Academic Affairs.
  - c. Complete the hiring process for Dean of Adult and Continuing Education.
  - d. Using the results of the PRT visit, and in consultation with College leadership, develop a job description for a position that will address, in some fashion, those functions formerly executed by the Vice President for Workforce Education.
  - e. Review opportunities to blend functions and assignments using current personnel to develop better integration of services that need to be addressed as the result of new initiatives (e.g., Pathways). Please remember that I can re-hire only 80% of non-faculty retirements.
  - f. Have in place by the fall a revised administrative structure as necessary and appropriate.
4. My goal regarding any recommendations/comments on the academic structures of West is to formally request that Academic Senate, under the leadership of incoming president Holly Bailey-Hoffman, guide the conversation about academic restructuring. Ideally, we will come to consensus by mid-spring 2018 on any changes, then chair elections will be held in May 2018 to align management responsibilities with the new structure that will be in effect July 1, 2018. This process has been discussed with our AFT Faculty Guild president Olga Shewfelt.
5. In tandem with the PRT report, I will be using and sharing the information gleaned from the Institutional Capacity Assessment Tool—provided to us as part of our Achieving the Dream partnership—that will offer additional opportunities for campus input and to contribute to the dialogue about organizational structures.

## Impact of the Supplemental Retirement Plan at West

With the acceptance by the Board of Trustees of the Supplemental Retirement Plan, I can now announce that 27 West faculty and staff are participating:

- Ten (10) faculty;
- Two (2) academic administrators (Mr. Sprague and Mr. Pracher);
- Three (3) academic supervisors;
- Ten (10) represented classified (clerical/technical, operations, crafts and supervisors from Facilities, Information Technology, Business Office, Admissions and Records, and Financial Aid); and
- Two (2) classified managers.

As of this writing, I am still awaiting direction as to when and how the list of employees can be distributed so that institutional planning can ensue.

## Dental Hygiene Students Place First

Our dental hygiene students continue to represent West admirably with their achievements. At the California Dental Hygienists Association's Annual Scientific Session on May 5—a research competition which includes students from universities and community colleges across California—West students Jose Mendez and Tang Blanton (pictured at right) earned first place with their research table clinic project entitled “Dysphasia—Under-Diagnosed and Life-Threatening.” Tang and Jose were awarded a scholarship of \$500 each and were invited to present at the California Dental Association Scientific Session the following day.



Additional student competitors included

- Jasmyne Fine and Nadine Peru -Pediatric Obstructive Sleep Apnea- The Importance of Early Detection;
- Jerico Campbell, Esther Tuche and Vasthy Vargas: Prions in Dentistry- A Potential Risk?;
- Justine McLeod and Claudia Washington: Biofeedback Algorithm Device- The New Alternative to Bruxism Therapy; and
- Kaylen Burrows and Susana Calderon: Dental Waterlines- Establishing a Risk Reducing Protocol.

Last year, the Dental Hygiene program took second place at the same state competition and third at the National Table Clinic Research Competition sponsored by the American Dental Hygienists Association.

## West Transfer Student Earns CSUDH Highest Honor

Sherron Rouzan, Counseling, proudly reports the following: *“Erika Clarke, a WLAC transfer student, has been selected by California State University-Dominguez Hills to receive the University’s highest honor--the Presidential Scholarship. The scholarship award includes full tuition, a laptop computer, mentorship support, and several other institutional services that will ensure Ms. Clarke’s academic success. Ms. Clarke is one of twelve scholarship recipients selected for the honor given by Dr. Willie Hagan, President of CSUDH.*

*“Ms. Clarke will enter CSUDH as a biology major, Her WLAC grade point average is 4.0 with 32.0 units of completed coursework. This is phenomenal news to begin our graduation season!”*

Congratulations, Erika!

## Aviation Tech Students Place at National Competition



At the recent Aerospace Maintenance Competition in Florida, which focuses on competition in both hands-on and written demonstrations of skills and knowledge, West students placed first in the PPG Sealant Event and second in the exam event. They placed fourth among all student teams competing, missing third place by only 30 seconds. Of note is that West has placed in the top four nationally in this competition for the past several years.

As a testament to the quality of our students, team member Shayna Neumann was honored for her outstanding sportsmanship when she loaned a team her personal tools and even assisted with how to use them. In recognition of this demonstration of professionalism, PPG and the Honorable John Goglia (the first and only Airframe and Powerplant mechanic to receive a presidential appointment to the National Transportation Safety Board [NTSB]) offered to cover the team’s entry and flight expenses next year.

**REWARDED FOR SKILL  
& SPORTSMANSHIP**

## “Caught in the Act”--Exponentially

Sometimes it's the combined efforts of a group of individuals, working together toward the common goal of helping students, that results in a monumental opportunity to be “Caught in the Act.” Such is the case with our dedicated team in Admissions and Records.

The individual nominating the entire office staff observed that *“each of these staff members has worked tirelessly for some time with*

- *Increased applications;*
- *Increased program registrations for Outreach, non-credit, College Promise, Westside Extension;*
- *SIS training and the pressures of ‘going live’ on May 8 in preparation for fall registration starting May 15 in PeopleSoft;*
- *The loss of staff who were promoted, transferred, went on leave, while concurrently increasing counter time and contact by phone and in person;*
- *Providing assistance with new student email formats;*
- *The receipt of a record number of petitioners for graduation (at last count, 390 degree petitions and 350 certificate programs...just for spring 2017).”*

Please join me in thanking these individuals in Admissions and Records for representing the best of West:

William McKillian, Veterans' Affairs  
Gail Holguin  
Ema Becerra  
Jessica Turner (student assistant)

Alfredo Perez  
Luz Nunez  
Terry McGee  
Cecilia Sevilla (student assistant)

Danielle Williams  
Izabella Gavakchyan  
Diana Baxter  
Kathleen Mijangos (student assistant)

