



# WestWords

A monthly communique from the Office of the President

ISSUE #19: October 8, 2018

## FROM THE PRESIDENT...

Colleagues:

In this issue of WestWords are three documents that I would appreciate your giving a close review.

The first is a statement of my goals for the current academic year. I feel it is my responsibility to keep you abreast of my thought process regarding how I approach my role and how I formulate my priorities. Therefore, you'll see that I've provided a chronological overview, tracking from my first statements in August 2017 through October 2017 and now the statement that you have before you.

The second is a proposal that is under consideration by College Council: the development of a comprehensive wraparound services program to help our students who are experience food and housing insecurity on a regular basis. The issue of chronic hunger and homeless among college students is a national epidemic; no college in the country is unaffected. In the Los Angeles Community College District, as revealed in a [survey](#) with over 5,000 student responses in November 2016, one in five students experience food and/or housing insecurity on a regular basis. In that same survey, the data showed that West had 1,890 homeless students.

I know that so many of you are helping students in your own way, through your own compassion and often with your own resources, and for that you have my sincere thanks. I want to build on our culture of care and create a comprehensive center that expands the food pantry and provides the services of a social worker to help students navigate their way through the myriad array of social services that they need in order to address the out-of-classroom challenges that may inhibit their ability to be successful. Trish and I are also working on how a clothes closet might be structured to provide interview-ready articles of clothing for our students who may not be able to afford business apparel. Therefore, I encourage you to review the proposal and to take part in the process of review, as coordinated by Dr. Carlos Sermeno, chair of College Council, and the entire Council. Other participatory governance entities will have the opportunity to weigh in as well.

Finally, the third document is a proposal related to our Measure CC project—the replacement of the HLRC. We must demonstrate how we are going to use our excess square footage before the Board of Trustees approves any new construction. Further details are available in this newsletter, and the entire proposal is available if you wish to request a copy. Please contact Vicky.

Cordially,

*Jim Limbaugh*

Jim Limbaugh

*In support of our institutional vision to be a "gateway of success for all students," I offer my personal derivation of that vision as the core principle by which I will undertake the responsibilities of the presidency. West Los Angeles College will be recognized for its academic centers of excellence that are responsive to the needs of the communities and region that it serves. These programs and related services will be delivered in an environment exemplifying compassion and an authentic focus on the well-being of every student.*

## In This Issue:

President's 2018-2019 Goals	Wraparound Services Proposal
Nominate Someone to be "Caught in the Act!"	WLAC Awarded Title V HSI Grant for STEM Education
Proposal Regarding Excess Square Footage	



**President's Goals for 2018-2019**  
**Year Two of Three-Year Goals**  
 October 1, 2018 | *Revised October 4, 2018*



**In August 2017**, I announced a set of priorities to serve as “*the overarching guideposts by which I will measure my contributions to West and to its faculty, staff, and students over the next three years (Fall 2017 through Summer 2020).*”

1. Capitalize on our institutional strengths in the provision of academic programs and services that best reflect our capabilities and the needs of our students and our service region.
2. Fully implement an integrated guided pathways model as outlined in Chancellor Oakley’s “Vision for Success.”
3. Continuously evaluate and refine our services, programs, processes, and operations to focus fully and completely on student success.
4. Improve our students’ performance in the metrics of the Student Success Scorecard.
5. Ensure that all faculty and staff have ongoing opportunities for professional development.
6. Maintain fiscal solvency and accountability.
7. Ensure that the College’s three primary construction projects (Technology Learning Center, Watson Center, and Heldman Learning Resource Center) move from design to construction and completion.
8. Engage with the community of Culver City and our service region to develop productive and fruitful partnerships that will be of mutual benefit.

**In October 2017**, on the achievement of my first anniversary at West Los Angeles College, I shared with the campus my interpretation of the College’s vision: *West Los Angeles College will be recognized for its academic centers of excellence that are responsive to the needs of the communities and region that it serves. These programs and related services will be delivered in an environment exemplifying compassion and an authentic focus on the well-being of every student.*

**Now, in October 2018**, on my second anniversary at West, I offer my goals for 2018-2019 which both expand on previous statements and recognize the rapidly shifting landscape of California community college education.

1. Engage with the campus in multiple venues to provide information and answer questions related to the significant changes occurring in the District and in the state (e.g., funding formula).
2. Meet the Measure CC deadline of December 1 to ensure that West is able to construct a new building that reflects the vision of the campus.
3. Ensure that our two major construction projects (Technology Learning Center and Watson Center) proceed on schedule.
4. Support the efforts of faculty to put in place new approaches in English and Math to meet the legislative requirements of AB 705.
5. Develop the programs and services that will allow West to maximize its ability to generate funding under the new funding formula—and specifically in the areas of student equity and success—through such initiatives as
  - a. Implementation of a streamlined onboarding process;
  - b. Re-design of the financial aid process; and
  - c. Introduction of wraparound services to support student persistence and retention, including expansion of the Food Pantry, establishment of the “West Wardrobe” (clothes closet), and the hiring of a social worker to coordinate the College’s efforts.
6. Support the efforts of the faculty to bring our vision of guided pathways to fruition.
7. Re-establish the Foundation (including hiring a director) and identify a new Board of Directors.
8. Complete update of the Educational Master Plan.
9. Establish a grants process based on the recommendations of Academic Senate.
10. Continue to focus on employee recognition and appreciation.

**Proposal**  
**Wraparound Services at West Los Angeles College**  
**October 3, 2018**

Goal: Establish a center to address issues related to food and housing insecurity, which will include relocation and expansion of the current food pantry, development of a clothes closet, and procurement of staffing to assist students with a wide variety of concerns (e.g., homelessness, transportation, legal access, child care, tax assistance).

To realize this vision,

- Establish the center’s location as part of the Measure CC project (since the current location is slated to be demolished).
- Hire a director/coordinator to manage the center.
  - This position would initially report directly to the President.
  - This position would also supervise MSW candidates interning on campus.
- Expand the food pantry to include perishables.
  - To do so, address staffing, including the establishment of a part-time manager.
  - Purchase a refrigerator.
  - Establish policies for management of perishables.
  - Become active in CUFBA (College and University Food Bank Alliance).
- Develop the “West Wardrobe.”
  - Focus initially on clothing for interviews, professional events.
- Establish a series of meetings and focus group with students on a regular basis to better ascertain their needs.
- Under the leadership of the Dean of Institutional Effectiveness, develop a comprehensive data portrait of our students.
- Work through College Council to coordinate efforts for 2018-2019, review the results of the HOPE student needs survey administered in fall 2018 (with results forthcoming by College in spring 2019), and identify ways to partner with other services/initiatives/programs on campus (as listed below).

- |                             |                                      |
|-----------------------------|--------------------------------------|
| ○ Veterans’ Center          | ○ Dream Center                       |
| ○ Puente                    | ○ EOPS                               |
| ○ DSPS                      | ○ Next Up                            |
| ○ CalWorks                  | ○ TRIO                               |
| ○ Counseling                | ○ Enrollment Management Strike Force |
| ○ Academic Senate           | ○ College Council                    |
| ○ Student Success Committee | ○ ASO                                |
| ○ Year Up                   | ○ Food Pantry Advisory Council       |

- Review the literature and identify current best practices in the implementation of wraparound services in two-year and four-year colleges (e.g., Amarillo College “No Excuses Poverty Initiative,” CUNY’s Accelerated Study in Associate Programs [ASAP], Kennesaw State University’s CARE Office).
- Develop partnerships with organizations and initiatives in Culver City and in WLAC’s service area (e.g., “Shoes for the Homeless”) whose goals are complementary to the goals of the center.
- Solidify the funding base through grants, donor support.

Highlights of data from 2016 LACCD survey on food and housing insecurity (N=5,925 among nine colleges, including 581 WLAC responses)

- 42% of respondents stated that they were hungry but didn’t eat because they had no money for food
- 65% state they can’t afford to eat balanced meals
- 55% experience housing insecurity
- 18.6% experience homelessness
- 56% borrow money from friends or family in order to pay bills
- 11.6% leave home because they feel unsafe
- 65% of students over 25 experience housing insecurity
- Foster youth experience higher levels of food insecurity (81.3%) and housing insecurity (75.8%)
- Groups most disproportionately impacted by food insecurity: Native Americans, African Americans, multi-racial, and foster youth
- Groups most disproportionately impacted by housing insecurity: African Americans, Native Americans, multi-racial, and foster youth
- Groups most disproportionately impacted by homelessness: African Americans, Native Americans, veterans, foster youth

Further, about one in five LACCD students are homeless; the 2016 estimate for WLAC was 1,890 students.

**If you are interested in learning more** about the issues of food and housing insecurity facing college students, I encourage you to review these informative websites:

- [Los Angeles' Measure H funding to address homelessness:](#)
- A [compelling article in the Christian Science Monitor](#) about issues LACCD students face in pursuing their education, and
- A [study](#) about the efforts of four New York community colleges to implement social service strategies.

I am a member of the statewide Affordability, Food and Housing Taskforce, and the [website](#) has several links that present in-depth information about the issue of hunger and college students.

West Los Angeles College is also a member of the [College and University Food Bank Alliance](#).

### West Receives Department of Education Title V HSI STEM Grant

West Los Angeles College has been notified that it is the recipient of a US Department of Education Title V HSI Individual Project. The STEM TEACHER SUCCESS PROJECT will implement a comprehensive set of best practices strategies to design and deliver a clear, sustainable STEM Pathway to prepare Hispanic and low-income students for STEM careers.

This is a five-year grant and a total award of \$2.75 million. Dr. Mary-Jo Apigo, Dean of Teaching and Learning, was the author of this grant. Please join me in thanking Dr. Apigo for her leadership in bringing additional resources to West to help our students pursue careers in STEM fields.

### "Caught in the Act" Recognizes Our Best



West Los Angeles College can contribute its welcoming atmosphere to one primary factor: the compassion and commitment of our faculty and staff. If you have a West Colleague who goes "above and beyond" to demonstrate daily the College's vision "to be a gateway of success for every student," then please submit a nomination.

All you have to do is send an email to Vicky Nesia with the following points:

- Name of employee and place of work (faculty department, administrative unit, etc.),
- Why you think he or she should be "Caught in the Act,"
- An anecdote that illustrates the actions of the nominee, and
- Your name (which will be kept confidential to the awardee unless requested otherwise).

The recipient will be feted with WLAC regalia and other items in recognition of his or her service to our students, our colleagues, and the College.

### Proposal to Address Excess Square Footage | Measure CC Project

West Los Angeles College has been notified prior to the review of the Board of Trustees of our Measure CC project—a new library—we must develop a narrative that shows how we are going to utilize approximately 60,000 excess assignable square feet (ASF). This additional requirement has come about as the result of

1. The District’s declining enrollment (from approximately 107,000 FTES in 2016-2017 to 99,000 FTES in 2017-2018),
2. The passage by the California legislature of the Student-Centered Funding Formula, and
3. Accelerated concerns about costs related to maintenance and cleanliness in existing LACCD facilities.

As a result, the parameters for Measure CC projects have been adjusted to focus on

1. Demonstration of direct support for student success initiatives and
2. Demonstration of clear alignment with the student success funding formula, through which the District will ultimately generate (as of AY 2021-2022) 40% of its budget predicated on measurements of student success.

(Please note: I am providing a summary. If you would like to see the entire seven-page proposal, please contact Vicky Nesia.)

We have been given a short turnaround time on submitting our recommendations—December 1. Therefore, the Building Users’ Group (B.U.G.) provided suggestions to me about possible efficiencies in the use of our extra space, I completed a thematic analysis, and from those themes a set of possible recommendations has been distributed to the B.U.G. and to leaders of our participatory and collective bargaining entities. The B.U.G. will meet on October 22 to view this proposal and to recommend—with or without revision—to forward the recommendation to participatory governance. Said entities will review through the week of Thanksgiving. Afterwards, the comments will be analyzed, adjustments will be made as necessary, and the College’s proposal for use of excess square footage will be submitted to the District office for review and ultimately to the Board of Trustees for approval.

I hasten to add that the proposal you are about to read is not the final of how the new library will be configured or how any other building will be renovated. Our first task is to show that we have given serious consideration as to how best to use our excess space in support of student success. Locations, adjacencies, flow of student traffic, etc., will all be part of future discussions and campus dialogue with the planning/design architects.

FACILITY/Room	SUGGESTED USE	NOTES/COMMENTS
<b>FA 100 (Theater)</b>	Either use “as is” with improved technology or renovate to create flexible meeting spaces	Because the College will not have a music program, and thus does not need a recital hall, a suggestion is to turn the area into a flexible-space meeting hall that allows division into smaller meeting spaces or accommodates larger groups for public meetings and gathering. The area would need a catering kitchen and full technology capabilities.
<b>FA 101</b>	Gallery	Leave as is to support the Art program.
<b>Fine Arts Room 103 and offices currently occupied by High School Outreach</b>	Center for addressing student food/housing insecurity	This is a central location that provides space to expand the food pantry, provide student lockers, and introduce a clothes closet. The office space currently occupied by High School Outreach (which is proposed to be moved to the first floor of SSB) will be used for working with individual students.
<b>Fine Arts Room 104</b>	Temporary student union/lounge, then the room will become the Life Drawing lab	For its temporary use as a student lounge, the space is easily accessible. For the Life Drawing lab, it has no windows and thus provides privacy for the models.
<b>FA 105</b>	Ceramics lab	This facility will remain “as is” in support of the Art program.
<b>FA 106</b>	Drawing lab	This facility will remain “as is” in support of the Art program.

FACILITY/Room	SUGGESTED USE	NOTES/COMMENTS
FA 205, 206, 207, 208, and 209	Art classrooms (and general-use as necessary)	As identified by the department chair and dean
FA 203, 204, and all small practice rooms FA—entirety of third floor	Office space for student services areas	Possible occupants include adjunct offices, Adult and Continuing Education, Year Up, CalWorks/GAIN, office space for bargaining units, and the TRIO cluster (EOC, SSS, Talent Search, Upward Bound and Upward Bound Math Science)
SSB first floor (in location currently occupied by Bookstore)	SSSP and High School Outreach	Placing SSSP and High School Outreach on the first floor provides a clear, easily identifiable location for recruitment and onboarding, as well as easy access to Financial Aid, Business Office, and Records on the second floor. The Bookstore will be moved to the Heldman Center (please see that section for rationale). The Café will remain, because the expense to move to a new facility is prohibitive.
SSB second floor	No changes	
SSB third floor	No changes	
SSB fourth floor	The College’s administrative floor	Housed here can be <ul style="list-style-type: none"> <li>• VP Academic Affairs</li> <li>• VP Student Services</li> <li>• All academic deans</li> <li>• Public Relations/Graphic Design</li> <li>• Institutional Effectiveness</li> <li>• Grants</li> <li>• West Los Angeles College Foundation</li> <li>• Meeting room large enough for 20 around a central table</li> </ul>
<b>The Heldman Center</b>  As you review this proposal, please remember that the focus of the new building is on student success. We are trying to create a structure where every function directly supports our students’ efforts.	Library/learning commons	Includes all the features of a 21 <sup>st</sup> century library (flexible spaces, technology, etc.)
	Student lounges/gathering spaces	Adequate space in different formats (sofas, worktables, technology access) to provide students a place to relax before, between, or after class
	Snack bar/convenience store	For campus convenience and student access
	Veterans’ Center	Provides a separate space to address the needs of veterans
	Student Health Center	Provides a central location
	Student programs/development complex	International students, Puente, UMOJA (or similar program), Honors, ASO. A private conference room will be included
	Student Success Center	Provides the services related to tutoring, onboarding, noncredit, etc., currently offered on the first floor of HLRC
	Distance learning offices	
	Faculty development space	Provides opportunities for faculty professional development, idea exchange (see <a href="#">LOFT at San Diego Mesa College</a> )
Top floor: Meeting rooms of various sizes; flexible space; with catering kitchen.	Provides adequate meeting space to address the needs of the campus. Also, we want to replicate the view and the outdoor terrace.	

	Bookstore	Provides a central location and the opportunity to create synergies with the library and online learning in the provision of textbooks, OER, et.
	Mail room	Provides more convenience to the campus through a central location.
	Post Office	
	Reprographics	
FACILITY/Room	SUGGESTED USE	NOTES/COMMENTS
<b>Other: Aviation Technology A</b>	Health Sciences: faculty offices, classrooms	Because the Aviation Technology building does not generate enough FTES for its size, functions needs to be condensed and the remaining extra space can be used for other programs.
<b>Other: MSA</b>	Remodeling of selected classrooms to create larger, more flexible teaching space	Need for more flexible space in MSA has been a consistent theme throughout this process.
<b>Other: Greenhouse</b>	To support current programs in Biology	Replacement, since the current facility will be demolished.

Please remember, too, that we will have significant outdoor space as a result of the demolition of multiple buildings, as shown outlined in orange on the map below. While some will most likely be used to make up for parking lost to the Watson Center and the Technology Learning Center, please consider the type of landscaping/outdoor space you would like to see developed (the HLRC is included in this diagram because the final site of the new Heldman Center may well be different from its current footprint).

