DISCIPLINARY ACTION

Violation of the above Board Rules shall result in student discipline imposed in accordance with the Student Discipline Procedures as stated in Board Rule 91101. Discipline includes warning, reprimand, disciplinary probation, suspension or termination of financial aid, suspension, withdrawal of consent to remain on campus, expulsion subject to reconsideration, and permanent expulsion.

Furthermore, institutional policies and practices may impose disciplinary sanctions on students and employees consistent with local, State, and federal law, up to and including expulsion, termination of employment, and referral for prosecution for violations of the standard of conduct. The Los Angeles Community College District is committed to drug- and alcohol-free campuses, and we ask you to share in this commitment and dedication.

STUDENT GRIEVANCE PROCEDURE

The purpose of the student grievance procedure is to provide a prompt and equitable means of resolving student grievances. The procedure enumerated in Administrative Regulation E-55 shall be available to any student or applicant for admission who believes a college decision or action has adversely affected his or her status, rights, and/or privileges as a student. Education Code Section 76224(a) governs grievances relating to course grades.

STUDENT RESPONSIBILITY

The college believes that education requires the concentrated effort of both the instructor and the student. Consequently, the student is held responsible for providing the time and personal effort and motivation necessary to meet the requirements of all his or her courses. This would include regular and prompt attendance, adequate study time, and careful adherence to the specific course work requested by the instructor.

Section 76224(a) provides:
“When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.”

Before filing a grievance, each student with a complaint should first try to resolve the problem informally by contacting and discussing the matter with the person involved. If that effort fails and the complaint involves a faculty member, the student should contact the appropriate department chairperson next and then contact the appropriate Dean of Academic Affairs if the matter is not resolved.

If the complaint involves a staff member and is not resolved after discussing the matter with the staff member, the student should contact the person’s immediate supervisor or manager.

STUDENTS RIGHT TO KNOW

In compliance with the Students-Right-to-Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the Los Angeles Community College District and West Los Angeles College to make available its completion and transfer rates to all current and prospective students. Beginning in fall 1996, a cohort of all certificates, degree-, and transfer-seeking first-time, full-time students were tracked over a three year period. These rates do not represent the success rates of the entire student population at West Los Angeles College, nor do they account for student outcomes occurring after this three-year period. The completion rate numbers for West Los Angeles College can be found at: http://srtk.cccco.edu/index.asp.