

Board of Directors
Quarterly Board Meeting
West Los Angeles College Foundation
September 7, 2021

MINUTES

Present: Tony Berbiglia, Mike Harrie!, Erik Moreno, Dr. Linda Rose, Dr. James Limbaugh, John Nachbar, Sapna Shah, Etelvina De La Torre, and Patti Montemer

Absent: Caroline Kelly, Araceli Cole, Scott Combest, Kim Etheredge, and Albert Vera, Jr.

The meeting was called to order at 5:04 p.m., by J. Limbaugh followed by welcome of new board members and introductions.

No public comment.

The minutes of the July 13, 2021, board meeting were reviewed and approved with the corrected date of September 7, 2021, to reflect the "next meeting date". The motion was made by E. Moreno and second by L. Rose. The motion passed unanimously.

The financials for the period ending July 30, 2021, were reviewed and discussed. T Berbiglia mentioned that he met with P. Montemer and E. De La Torre to offer some recommendations on the formatting of the B/S and P&L. The financials were accepted as presented with a motion from Dr. Rose and a second from T. Berbiglia. The motion passed unanimously.

President Limbaugh provided his report to the board which included information on West's and LACCD's Full Time Equivalent (FTEs) for the period 2006-2007- 2020-2021 and addressed the low enrollment patterns being experienced by colleges and universities nationally. West's projected FTEs for 2021-2022, 6,123 reflects the decline in online enrollments (West is no longer drawing from other LACCD institutions) and, suffered a 15% decline in Black students, which has impacted West more than other LACCD colleges, the result of West having the highest Black enrollment in the District. Hold-Harmless budgets plus COLA will be in effect through AV 2024-2025, under the Student-Centered Funding Formula. The District's target for June 30, 2025, is 107,000 FTEs. If we do not meet that target, we face a "fiscal cliff" as of July 1, 2025. To contribute to the District's goal, West needs to generate an additional 2,151 FTEs, beginning with AV 2022-2023 (first year of the three-year average). West is operating in a deficit because it did not receive the same level of funding as other colleges under the Cares Act as Secretary of Education, Betsy DeVos eliminated financial support for students enrolled in online classes and West has always been a leader in online education (before the pandemic). Forty percent of our enrollment was discounted in her formula.

President Limbaugh wants to direct fundraising to: instruction, academic support, student service, and one-time purchases; utilizing the *Seven E's Initiative* will support our fundraising efforts. The Seven E's are: excellence, enrollment, equity, environment, external, employees, and efficiency. He mentioned

that he would like to have a mural painted on the new Technology Learning Center (TLC) to reflect the diversity of the community served by West.

President Limbaugh stated that he has made a commitment to stay long-term and see West through this next phase. He joined West in 2016. The average tenure of college presidents is 4 years. President Limbaugh informed the board that he will be hiring three outreach staff, a Basic Needs coordinator, a Black Student Union coordinator, and climate change staff in the next several months.

In response to the low enrollment numbers Dr. Rose asked if data analysis was used to determine opportunities for online instruction. Dr. Limbaugh said no and mentioned that until recently, the Office of Institutional Effectiveness was understaffed. He mentioned that Dental Hygiene, Film & TV Crafts, and Aviation have wait lists. Unfortunately, students continue to struggle in Math and CTE programs are expensive to maintain. He informed the board that the Board of Trustees recently approved doubling the size of the dental hygiene cohort. Dr. Rose said the dental hygiene program is a standout because West is the only college in Southern California to offer it and a great recruiting tool for 30-year-olds wanting a new career and greater income opportunities. The nearest college offering the degree is in Northern California. This presents a great opportunity for West to market the bachelor's degree in dental Hygiene. Tony asked about outreach efforts with the high schools to secure dual enrollment students. President Limbaugh spoke about an increase in dual credit, the recent articulation agreement that was signed with LAUSD, and the hiring of three new outreach staff as factors that will help to increase enrollment in this area.

As of September 13, 2021, the District is requiring vaccinations or daily Covid-19 tests. Many students refuse to take the vaccines or test regularly. The 10100 property will close the RFP process on September 17, 2021. This will be a multi-purpose project shared by the Film/TV Crafts Program and Creativity Studies. AB927 provides for the consideration of additional bachelor degree programs. West is proposing an avionics program.

The board next discussed the request for approval of active management of the Charles Schwab investments and decided to wait until such time as a discussion took place with a Charles Schwab representative to do a cost benefit analysis. S. Shah, E. Moreno, and T. Berbiglia felt it might make more sense to have it self-directed given the corpus, fees, and tolerance for volatility.

The renewal of the Auxiliary Agreement with the District and College was discussed and approved to proceed for the 1-year term commencing January 1, 2022, and ending December 31, 2022. The motion was made by E. Moreno and second by T. Berbiglia.

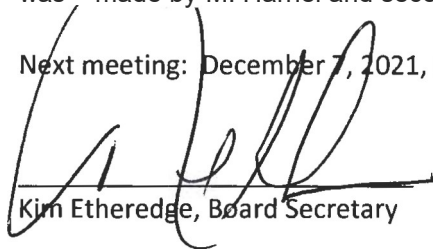
The spring gala event was discussed, with Dr. Limbaugh preferring that it be an in-person event and scaled down with less people. Dr. Rose agreed. She mentioned the importance of showcasing students at donor events. She recommended having more intimate events in exclusive locations to cultivate prospective donors. T. Berbiglia inquired about event costs. E. Moreno spoke about the cost effectiveness of Zoom/virtual events.

The board will receive an exclusive first look of the Technology Learning Center (TLC) and Watson Center once the buildings are turned over to the college next month.

E. De La Torre spoke to the fundraising priorities for the new fiscal year, in addition to those outlined by President Limbaugh. They include: \$200,000 (Dental Hygiene Program) to help offset the cost of dental instruments, \$150,000 (Black Student Union- BSU), \$250,000 (Basic Needs Program), \$1M (Creativity Studies Program), aviation training equipment, and scientific equipment/supplies.

There being no more business before the board, the meeting was adjourned at 6:24 p.m. The motion was made by M. Harriel and second by E. Moreno. The motion passed.

Next meeting: December 7, 2021, at 5:00 p.m.



Kim Etheredge, Board Secretary