

**LOS ANGELES COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE  
Minutes – Special Meeting Los Angeles Mission College  
Faculty Dining Room  
13356 Eldridge Avenue  
Sylmar, California 91342  
February 2, 2015  
10:00 a.m. - 12:00 p.m.**

Committee: Mike Eng, Chair; Mona Field, Vice Chair; and Ernest H. Moreno, Member.

WELCOME AND INTRODUCTION OF COMMITTEE, CAMPUS FACULTY AND STAFF

Chair Mike Eng called the meeting to order at 10:05 a.m. and introduced the Committee members, Deputy Chancellor Adriana Barrera, and Interim Vice Chancellor for Educational Programs and Institutional Effectiveness Bobbi Kimble.

Dr. Monte E. Perez, President, Los Angeles Mission College (LAMC), introduced faculty, administrators, and staff who serve on the Accreditation Steering Committee.

PURPOSE OF THE MEETING

Chair Mike Eng explained the purpose of the meeting today. He stated that he would like to see specificity of deadlines. Ms. Bobbie Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, explained that the committee's visit was to review Los Angeles Mission College's Follow-Up Report.

Ms. Kimble noted that LAMC continues to show improvement and progress. She explained that there was a warning status in March 2013 based on fourteen items. The college successfully cleared nine items and was reaffirmed in 2014. She stated that the Follow-Up Report is very thorough and shows sustained improvement. She clarified that the five recommendations were made specific to the individual college.

PUBLIC COMMENT

None.

REVIEW of ACCREDITATION REPORT RECOMMENDATIONS

- Kelly Enos, Accreditation Steering Committee (ASC) co-chair, provided an overview of ASC's composition, role, and work.
- Recommendation 2: SLOs, PLOs, and ILOs are at 100%. To achieve this, the college worked with Council of Instruction, established a policy, and collected data from student surveys. LAMC has developed an on-line SLO & PLO system, which is also linked to the ILO system.
- Recommendation 5: In response to this recommendation, LAMC has hired a full-time Dean of Institutional Effectiveness. The college has been active in assessing learning styles, needs pedagogy via surveys, and has opened the Eagle's Nest, a training resource center for faculty.
- Recommendation 7: All positions have been filled with the exception of an Articulation Counselor and Associate Dean of Disabled Student Program and Services. These positions will be filled in spring 2015.

- Vice Chair Mona Field shared her concerns with the sustainability of these positions. Trustee Moreno discussed his concerns with the fundamentals of these positions in comparison with FTES producing positions.
- Recommendation 9: A team consultant, Dr. Matthew Lee, was hired to assist the Student Support Services Committee on program review. President Perez will submit a report to the Commission in May stating that all SAOs have been completed.
- Ms. Bobbie Kimble explained that Dr. Matthew Lee is being contracted on one-time basis by the District to set up and train colleges to be self-sustaining.
- Recommendation 14: The Shared Governance Oversight Committee ensures there is consistency with minutes, agendas, and webpages for all shared governance committees. In addition, shared governance decision making is being disseminated through the weekly bulletin.
- Student Focus Groups have been postponed to 2015 because survey data was collected in fall 2014.

#### REPORT on COLLEGE RESPONSES

- President Perez indicated that disparities in student learning and achievement will be identified through Student Equity, Achieving the Dream, Student Success Support Program, and workshops.
- Chair Mike Eng recommended the college look into grants, i.e. Career Pathways.
- Trustee Moreno recommended an amendment to recommendation 14.

#### QUESTIONS and ANSWERS

- Chair Mike Eng asked about pedagogy and student learning styles especially with students who fail consistently.
- Vice Chair Mona Field noted that students vary in learning styles; therefore, this is a very complex item.
- Member Moreno commented that Student Learning Styles is an item that can be found at every accreditation college visit throughout the state.
- President Perez explained that some of the recent hires in Counseling are limited positions.
- Chair Mike Eng asked about Distance Learning in counseling.
- Distance Education in counseling is a standard that all colleges need to meet. Support services need to be provided equally to distance education students.
- The college is contracting Dr. Matthew Lee to do a comprehensive program review in Administrative Services. This has not been done at any other college.
- Vice Chair Mona Field expressed that the stabilization of the administrative leadership is a plus.
- Chair Mike Eng asked about how LAMC defines collegial decision making and Trustee Moreno explained the "rely primarily on" and "mutually agreed upon"

process.

- Collegial decision-making is a term used by the visiting team. LAMC follows the “rely primarily on” style and it defines it as, “the way Shared Governance Committees, the Senate, and AFT Faculty & Staff Guild work collaboratively in making decisions for the campus’ future.”

#### COLLEGE STATEMENT ON SELF ASSESSMENT

President Perez summarized the college progress with collegial shared governance and the groundbreaking work in service learning outcomes using technology solutions with the SLOs, PLOs, and ILOs and for Student Services.

#### SUMMARY STATEMENT ON MEETING

- Vice Chair Field thanked the college community for attending the meeting and for the work they have done for the students of LAMC.
- Chair Mike Eng thanked his colleagues, the District, and everyone present.
- Vice Chair Field motioned to recommend that the Board of Trustees support LAMC’s Follow-Up Report at its February 11 meeting for forwarding to the Commission as amended. Trustee Moreno seconded; the motion passed.

#### ADJOURNMENT

After no further comments or questions, Chair Mike Eng adjourned the meeting at 11:46 a.m.