

LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
PLANNING AND STUDENT SUCCESS COMMITTEE
Los Angeles Trade-Technical College
Cafeteria – H Building
400 West Washington Boulevard
Los Angeles, California 90015
Wednesday, February 25, 2009
9:30 – 11:30 a.m.

Committee: Sylvia Scott-Hayes, Chair; Mona Field; Georgia Mercer

Participants: David Beaulieu, DAS; A. Susan Carleo, LAVC; John Clerx, ESC; Gary Colombo, ESC; Jack E. Daniels III, LASC; Marcy Drummond, LATT; Marshall Drummond, ESC; Robert Garber, Pierce College; Jeanette Gordon, ESC; Camille Goulet, ESC; Alma Johnson-Hawkins, LAMC; Deborah Kaye, LAVC; Frances Leonard, WLAC; Edward Pai, ESC; Luis Rosas, LAHC; June Smith, LAHC; Judith Valles, LAMC; Bradley Vaden, LATT; Dan Walden, LASC

Trustee Scott-Hayes called the meeting to order at 10:40 a.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

Accreditation Report Review

Follow-up Reports

Pierce College and Los Angeles Valley College

Copies of documents entitled "Los Angeles Valley College Follow-up Report" and "Pierce College Accreditation Progress Report" were distributed.

Mr. Gary Colombo indicated that both of these reports address Commission Recommendation 1: District Plan for Retiree Health Benefit Liability.

Chancellor Drummond discussed the Governmental Accounting Standards Board (GASB) mandated accounting standards with respect to funding health care coverage for retired employees.

Los Angeles Mission College

Copies of a document entitled "Los Angeles Mission College Accreditation Follow-up Report" were distributed.

Ms. Judith Valles discussed the document with respect to Recommendation 2: College Governance, Recommendation 3: Evaluation and Effectiveness of Governance Committees, and Commission Concern 2: Eligibility Requirement 19—Accountability, which requires that the institution systematically evaluate and make public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes.

Midterm & Follow-up Reports

Los Angeles Harbor College

Copies of a document entitled "Los Angeles Harbor College Accreditation Mid-Term Report" were distributed.

Mr. Luis Rosas discussed the document with respect to the following recommendations:

- Recommendation 1: Certification of College Program Review Process
- Recommendation 2: An integrated planning and budgeting cycle
- Recommendation 3: Progress in Student Learning Outcomes (SLOs)
- Recommendation 5: The District should evaluate the impact of the revenue allocation model and consider the special conditions of individual colleges.
- Recommendation 6: The functional relationship between the college and the District needs to be fully defined through a dialog focused on efficient use of resources and services to students. The implementation of a decentralized relationship needs mutual definition.

Los Angeles Southwest College

Copies of a document entitled "LASC 2006 Accreditation Recommendations Matrix" were distributed.

Dr. Jack E. Daniels III deferred to Mr. Dan Walden.

Mr. Walden discussed the document with respect to the progress of the following recommendations:

- Recommendation 1: Implement a Program Review Process.
- Recommendation 2: Develop and implement a plan to address the problems of low retention, persistence, and success rates of students who enter the college without sufficient academic preparation.
- Recommendation 3: Focus greater attention on assessing the currency and effectiveness of all programs and services with particular emphasis on staff development, distance learning, technology, enrollment management, and occupational education.
- Recommendation 4: Intensify efforts to identify service area needs; develop and implement plans for programs, courses, and services to address identified needs.
- Recommendation 5: Develop and implement a strategy whereby information is communicated to all constituent groups in an accurate, timely, and systematic manner.
- Recommendation 6: Create a secure and fireproof location for the archival of academic records and for the college seal.
- Recommendation 7: Establish a timeline for developing Student Learning Outcomes (SLOs) at each level (course, program, and institution); develop and implement a process to incorporate the use of SLOs into the curriculum; identify measurable assessments that can be used to determine progress toward achieving SLOs at all levels; and incorporate guidelines for developing assessment measures into the SLO Guidelines handbook.

There was discussion regarding the importance of increasing student retention and student success throughout the District.

West Los Angeles College

Copies of a document entitled "West Los Angeles College Accreditation Focused Midterm Report" were distributed.

Ms. Frances Leonard discussed the major highlights at the college since 2006, including a 35 percent enrollment growth; a balanced budget; effective participatory governance; and the completion and implementation of the Educational Master Plan, Technology Master Plan, and Facilities Master Plan.

Trustee Field expressed her concern regarding the high number of colleges that are on probation in California. She emphasized the importance of the colleges to take actions to comply with the accreditation recommendations.

Mr. Colombo indicated that there are two action items on today's Board meeting agenda—one to approve the Accreditation Midterm Reports and the other to approve the Accreditation Follow-up Reports.

Los Angeles Trade-Technical College Institutional Effectiveness/Strategic Plan Review

Copies of documents entitled "Institutional Effectiveness Report: Los Angeles Trade-Technical College (draft for discussion)" and Strategic Plan for Los Angeles Trade-Technical College" were distributed.

Mr. Colombo discussed the Institutional Effectiveness Report with respect to three-year trends for Fall 2006, Fall 2007 and Fall 2008 in the areas of access, student success, institutional efficiency, educational excellence, external partnerships, and facilities management—current status.

Mr. Bradley Vaden indicated that the college's mission is to "provide its students and community with high-quality technical and professional educational options that flexibly meet their life-long career development and academic goals; foster a climate of life-long learning; prepare our students to participate effectively in our democratic society; and generate economic development with our educational, governmental, community, and business partners."

Ms. Marcy Drummond discussed the various student success programs that are currently being offered through the Bridges to Success Center at Los Angeles Trade-Technical College (LATTC), including the California High School Exit Exam (CAHSEE) Program, the Students for Higher Education Program, and several short-term preparation programs to prepare students for employment in industrial firms.

Mr. Vaden indicated that LATTC is working on the design and implementation of a model "Freshman Experience" program that would emphasize Personal Development classes and assessments to assist students with decisions regarding their career goals. He stated that 90 percent of the college's educational programs underwent program reviews at the beginning of the current academic year.

Mr. David Beaulieu expressed his concern regarding the need to improve the shared governance process at LATTC.

Ms. Drummond discussed the various industry collaborative programs that have been developed by LATTC, which include the Los Angeles Restaurant and Food Service Collaborative. She indicated that LATTC is in collaboration with California State University, Los Angeles on a transfer program for Fashion Design students. LATTC is also partnering with the University of Southern California on the Youth Impact Program, which is a summer program to reach at-risk African-American male students in the community. She stated that LATTC currently has 34 active grants and contracts totaling more than \$15 million. This is a 1,500 percent increase over the last three years.

Future Planning and Student Success Committee Agenda Review

Mr. Colombo indicated that two more presentations are scheduled for the Planning and Student Success Committee meetings—one for Los Angeles City College (LACC) on April 29, 2009 and one for East Los Angeles College (ELAC) on May 13, 2009. He stated that a 30-minute Committee meeting will be held on March 11, 2009 for the purpose of reviewing and approving the LATTC Substantive Change Proposal.

New Business

None.

ADJOURNMENT

Motion by Trustee Mercer, seconded by Trustee Field, to adjourn.

Without objection, so ordered.

The meeting adjourned at 11:32 a.m.