

**Los Angeles Community College District
Board Committee Minutes: Institutional Effectiveness & Student Success
(IE&SS)**

Wednesday, April 18, 2018

Committee Members: Steven F. Veres, Chair
Ernest H. Moreno, Vice Chair
Scott J. Svonkin, Member

AGENDA ITEMS

PUBLIC SPEAKERS

None

REPORTS

Brief Summary of the Topic(s) Discussed

Adult Education Follow Up

A document entitled "Adult Education Follow-Up, Report on Enrollment, Class Size, and Staffing" was distributed.

Ms. Adrienne Muller, Dean, Adult Education, gave an overview of the noncredit courses of the Adult Education program. She acknowledged and introduced the deans who will be leading the Adult Education Program for all 9 campuses.

Ms. Muller and Mr. Maury Pearl, Associate Vice Chancellor, Educational Program Institutional Effectiveness (EPIE) Division, indicated and discussed that today's presentation is in response to follow up items from the last Committee meeting with respect to duplicate enrollment, class size, section count, and Adult Education staffing.

Mr. Pearl gave a PowerPoint presentation and discussed that the data demonstrates that duplicate enrollment has increased by 13 percent from Fiscal Year 2013-2014 to 2016-17. He continued to discuss the Adult Education Trends: Enrollment, Sections, Enrollment per section, staffing, and Adult Education Full-Time Equivalent Faculty (FTEF).

There was a discussion held regarding various issues as a result of the disparity between full-time and part-time noncredit faculty and how this impacts the development of the Adult Education Program with full-time faculty only at 6 percent.

Trustee Veres requested that this topic be brought back to the Committee and maybe the Budget & Finance Committee for further discussion and that staff prepare a comprehensive report on the best possible investments into the Adult Education Program in order to take advantage of the momentum of the enrollment growth.

Dr. Robert B. Miller, Vice Chancellor of Finance and Resource Development, and Dr. Ryan M. Corner, Vice Chancellor of Educational Programs and Institutional Effectiveness, noted the Committee's direction.

Administration and Leadership Organization Comparison

A document entitled "Overview of College Administrative Structures" was distributed.

Dr. Corner gave a PowerPoint presentation and gave an overview of the college administrative structures with respect to the common departmental structures, the differences of the structures, trends, and potential changes with AB 705, AB 19 legislation, and Guided Pathways.

A question and answer session was conducted regarding the presentation.

Trustee Svonkin recommended that the Committee review the administrative structures at each of the colleges in terms of enrollment and student success. He requested a comparison of today's similar enrollment size in terms of the size of the administration staff versus data from previous years.

Trustee Veres indicated that he will work with the Chancellor and Dr. Cornner on how to move forward in order to bring ultimate effectiveness to the current administrative structures.

Satisfaction with Student Services Follow Up

A document entitled "Satisfaction with Student Services, Survey Results and Analysis" was distributed.

Mr. Pearl discussed the Satisfaction with Student Services follow up report regarding the survey results and analysis for individual colleges with respect to Examining Student Satisfaction & Scheduling, Student Satisfaction with Services, Student Services Satisfaction by College, and Student Service Satisfaction Over Time

A question and answer session was conducted regarding the presentation.

Mr. Pearl continued to discuss the recommendations.

Trustee Veres requested that the Chancellor work with staff on different methods of "real time survey" and bring back this topic back to the Committee for further discussion.

Action Items and Follow-up Questions

Trustee Svonkin requested that the following be presented at a future Committee meeting:

- Interest in creating a Cannabis Certification Program
- With respect to professional sports services in the LACCD service area, what programs can the LACCD offer to this growing industry
- Additional funding for the College Promise Program for third and fourth year
- Coordinate the LACCD Foundations in term of student success

Trustee Veres indicated that the College Promise is being discussed in the Committee of the Whole but he would add the first two items to a future Committee meeting.

Trustee Veres indicated that per Trustee Moreno's request a report on Occupational Licensure^[011] will be presented at a future Committee meeting.

Enrollment Update and Trends

Trustee Veres indicated that enrollment has been a standard and ongoing topic at several of the committees. He recommended that at this time a presentation be conducted to the Committee of the Whole.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None

NEW BUSINESS

None

SUMMARY – NEXT MEETING

None

ADJOURNMENT

There being no objection, the meeting was adjourned at 1:34 p.m.