

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, January 29, 2014
11:00 a.m. – 12:30 p.m.**

Committee: Mona Field, Vice Chair; and Scott J. Svonkin, Member. Absent: Steve Veres, Chair (arrived at 11:10 a.m.).

Trustee Field called the meeting to order at 11:08 a.m. in the absence of Trustee Veres.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

Procurement of WorkSource Center/America's Job Center Workforce Development Series
Felicitó Cajayon, Vice Chancellor, Economic and Workforce Development

A document entitled "City of Los Angeles, Economic and Workforce Development Department" was distributed.

Interim Chancellor Adriana D. Barrera indicated that Dr. Felicitó Cajayon was present to discuss the Procurement of WorkSource Center/America's Job Center Workforce Development. She stated that this item was on the Committee agenda for December 4, 2013 and due to lack of time, this item was not discussed.

(Trustee Veres arrived at 11:10 a.m.)

Dr. Cajayon gave an update on the procurement process of the WorkSource Center/American's Job Center of California operations.

Trustee Veres requested a summary and a strategic plan related to the Los Angeles Community Colleges WorkSource Center model programs.

Dr. Cajayon stated that he would provide a draft plan to the Committee.

Los Angeles Pierce College Strategic Plan

A document entitled "Los Angeles Pierce College, Strategic Master Plan" was distributed.

Dr. Kathleen Burke, President, Los Angeles Pierce College, gave an overview of the Los Angeles Pierce College Strategic Master Plan with respect to the progress that has been made towards meeting overarching goals as it pertains to CAPS— (Completion, Accountability, Partnership, and Student Success).

Motion by Trustee Svonkin, seconded by Trustee Field, to recommend to the full Board approval of the Los Angeles Pierce College Strategic Master Plan as presented.

Without objection, so ordered.

APPROVED: 3 Ayes

Preview of 2013 Student Success Scorecard (formerly Accountability Reporting for the Community Colleges)

Mr. Maury Pearl, Associate Vice Chancellor, Educational Services and Institutional Effectiveness Division, gave an overview of the Accountability Reporting for the Community Colleges (ARCC) with respect to the 2013 Student Success new scorecard measures that will be presented at the February 26, 2014 Committee meeting.

There being no objection, Trustee Veres took out of order Item E. Report on Certificate Programs.

Report on Certificate Programs

A document entitled "LACCD, Office of Research and Institutional Effectiveness, State Approved Certificates Awarded from 2010 – 2013" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs & Institutional Effectiveness, discussed the document with respect to the certificates that were awarded in State-approved programs from 2010 – 2013.

Trustee Veres requested that a comprehensive analysis be provided to the Committee of the certificates that are being offered at the colleges of the Los Angeles Community College District (LACCD) with respect to the success rates and an explanation of the disparity of certificates awarded among the colleges.

Ms. Kimble stated that an update will be provided to the Committee at a future meeting.

Calendar for Future Committee Meetings

A document entitled "Institutional Effectiveness & Student Success Committee 2014 Calendar" was distributed.

Trustee Veres expressed his concern regarding the 2014 Calendar having four college accreditation follow up reports on February 26, 2014 Committee agenda. He inquired if there can be two college reports on February 26th and two at the next Committee meeting in March.

Ms. Kimble stated that unfortunately the accreditation follow-up reports are due at the Accrediting Commission for Community and Junior Colleges (ACCJC) by March 15, 2014.

A question and answer session was conducted regarding the Ad Hoc Committee on Accreditation Matters relative to the Institutional Effectiveness and Student Success Committee follow-up reports.

Trustee Veres requested that Trustee Field provide a report to the Committee regarding the discussions that were held at the Ad Hoc Committee on Accreditation Matters.

Ms. Kimble continued to discuss the Institutional Effectiveness & Student Success Committee 2014 Calendar with respect to the dates and agenda items for 2014. She welcomed feedback from the Committee for future items of interest.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Trustee Veres adjourned the meeting at 12:19 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, March 26, 2014
1:00 p.m. – 2:00 p.m.**

Committee: Steve Veres, Chair; Mona Field, Vice Chair; and Scott J. Svonkin, Member

Trustee Veres called the meeting to order at 11:38 a.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

Report on Certificate Programs

A document entitled "Executive Summary, LACCD Certificate Awards: 2010-11 to 2012-13" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, indicated that today's presentation is in response to the Committee's request that staff provide the certificates that are being offered at the colleges with respect to the success rates.

Ms. Kimble gave a PowerPoint presentation and discussed the document with respect to the certificate awards by college and program, low certificate award rates, and actions taken or planned by the colleges.

A question and answer session was conducted regarding various topics related to the Career Technical Education Programs and Certificate Programs.

Ms. Kimble continued to discuss the certificate awards by college and program.

Trustee Veres inquired as to how the Los Angeles Harbor College (LAHC) certificate program compares to the Long Beach Community College certificate program.

Ms. Kimble responded that she would provide the information to the Committee.

Trustee Field expressed her concern that Los Angeles Southwest College (LASC) has the lowest number of certificate awards and requested that at a future Committee meeting, the college present an action plan to address this issue.

Dr. Yasmin Delahoussaye, Interim President, LASC, indicated that she has conducted some research and found that there seems to be a disconnect between Admissions and Records with respect to missing data. She further indicated that the Child Development Department has a large volume of certificate awards. However, it is not listed on the handout. She indicated that in the near future she will report to the Committee the plans to address this issue.

Trustee Veres recommended that the Presidents along with the District Office administration develop a strategic collaborative effort with respect to various components on addressing the low certificate awards at the colleges and that staff make recommendations and report their findings to the Committee at a future meeting.

Accrediting Commission for Community and Junior Colleges (ACCJC) March 7, 2014 Training Debriefing

Discussions were held regarding the ACCJC March 7, 2014 Training Debriefing with respect to the lack of emphasis/information on the new standards and that there was no specific focus on the LACCD.

Trustee Field requested that at a future Committee meeting or Board meeting, the report that was prepared by the Chairs with recommendations on the Ad Hoc Committee on Accreditation be presented for further discussion.

Trustee Veres responded that he would work with the Chancellor to plan a meeting to have further discussions regarding accreditation issues of concerns to be presented at a future Committee meeting.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY – NEXT MEETING

None.

ADJOURNMENT

There being no objection, Trustee Veres adjourned the meeting at 2:08 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, CA 90017
Wednesday, April 30, 2014
12:00 p.m. – 1:00 p.m.**

Committee: Mona Field, Vice Chair, and Scott J. Svonkin, Member. Absent: Steve Veres, Chair (arrived at 12:21 p.m.).

In the absence of Trustee Veres, Trustee Field called the meeting to order at 12:11 p.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

There being no objection, Trustee Field took out of order Report on Stackable Certificates.

- Report on Stackable Certificates

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Services and Institutional Effectiveness, indicated that in response to the Committee's request to enumerate certificates offered and certificates awarded and to identify those that are attached to a degree, she distributed and discussed a document entitled "Certificates Attached to Degrees" with respect to the findings for all nine colleges.

(Trustee Veres arrived at 12:21 p.m.)

Trustee Svonkin requested that staff establish a policy that directs the administration to have certificates automatically awarded that are attached to a degree when all the requirements have been met.

Ms. Kimble responded that the current system in place does not have the ability to provide this information; however, the Student Information System (SIS) system will be available in about two years.

Trustee Veres inquired as to how many stackable certificates would be awarded during the spring 2015 semester. He further inquired as to the actual date SIS System would be able to determine the stackable certificates to be awarded automatically.

Ms. Kimble responded that she would provide the Committee with an estimated number of certificates that could have been awarded this spring 2015. She indicated that she plans to have discussions with Mr. Jorge Mata, Chief Information Officer, and Ms. Betsy Regalado, SIS Project Director for SIS Project, as to the timeline of the implementation of this process.

- Accreditation Follow-up Visits (LAMC, LAVC, and LASC)

Dr. Yasmin Delahoussaye, Interim President, Los Angeles Southwest College (LASC), reported on the Accrediting Commission for Community and Junior Colleges (ACCJC) Team interviews with respect to the

corrective actions taken to resolve the deficiencies cited in College Recommendation 3, Recommendation 4, Recommendation 5, and Recommendation 6. She reported that LASC has addressed all recommendations and is in compliance with Accreditation standards. The official response from the ACCJC will be communicated to the LACCD via email sometime in July 2014.

Dr. Monte Perez, President, Los Angeles Mission College (LAMC), reported on the ACCJC Accreditation Team interviews that were conducted on April 17, 2014 with respect to the update of the continued progress and actions in place to resolve the 14 recommendations. He indicated that an additional supplementary report to the Commission would be provided on May 15, 2014 to relay even more progress.

Ms. Alma Johnson-Hawkins, Interim President, Los Angeles Valley College (LAVC), reported on the ACCJC Accreditation Team interviews that were conducted on April 20, 2014 with respect to the update of the continued progress and actions in place to resolve the recommendations. She indicated that the Team requested additional information, which the college provided.

With respect to the ACCJC five percent Legal Fee surcharge increase, Trustee Veres expressed his concern that the LACCD was not given a justification for the increase. He requested that Interim Chancellor Adriana D. Barrera investigate as to the reason for the increase.

- Report on Unprepared Students (from Student Success Scorecard)

Due to time constraints, Trustee Veres indicated that this item is postponed. He requested that this item be placed at the top of the next Committee agenda.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY – NEXT MEETING

None.

ADJOURNMENT

There being no objection, Trustee Veres adjourned the meeting at 1:13 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, June 11, 2014
2:15 p.m. – 3:15 p.m.**

Committee: Steve Veres, Chair; Mona Field, Vice Chair; and Scott J. Svonkin, Member

Trustee Veres called the meeting to order at 2:22 p.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

- Los Angeles Southwest College Strategic Plan, 2014-2020

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, indicated that this item has been withdrawn.

This item was withdrawn.

Los Angeles Valley College Educational Master Plan, 2014-2020

A document entitled “Los Angeles Valley College Educational Master Plan 2014-2020” was distributed.

Ms. Alma Johnson-Hawkins, Interim President, Los Angeles Valley College (LAVC), gave an overview of the presentation and introduced Ms. Karen Darr, Vice President, Academic Affairs Mr. Joshua E. Miller, Faculty; Ms. Michelle R. Fowles, Dean, Research and Planning; and Ms. Darby Southgate, Faculty (who could not be present). She deferred to Ms. Darr.

Ms. Darr gave a PowerPoint presentation and discussed the document with respect to the role of the 2014-2020 Educational Master Plan (EMP), the EMP planning process, the evaluation of 2008-2013 EMP, goals identified for development, goal alignment, evaluation, and 3-year and 6-year targets.

A question and answer session was conducted regarding the LAVC Educational Master Plan 2014-2020.

Los Angeles City College Mission Statement

A document entitled “Los Angeles City College Mission Statement” was distributed.

Ms. Renee D. Martinez, President, Los Angeles City College (LACC), discussed the document with respect to the new Mission Statement that reflects the focus on increasing student completion rates.

As it pertains to the word “community” in the Mission Statement, Trustee Veres suggested that “community” could be changed to “communities” to reflect the large diversity around the serviced area.

Ms. Martinez indicated that she would bring this recommendation back to the college for consideration.

Motion by Trustee Field, seconded by Trustee Svonkin, to approve the LACC Mission Statement.

Without objection, so ordered.

APPROVED: 3 Ayes

Follow-up to Board Request for Information on Unprepared Students (from Student Success Scorecard)

Documents entitled "Unprepared Students in the 2013 Student Success Scorecard" and "Executive Summary, Unprepared Students from the 2013 Student Success Scorecard" were distributed.

Ms. Kimble indicated that in response to the Committee's request for additional information on the statewide ranking of unprepared students of the 2013 Student Success Scorecard the staff did a comprehensive study. She deferred to Mr. Maury Pearl, Associate Vice Chancellor, Educational Services and Institutional Effectiveness Division.

Mr. Pearl discussed the document with respect to the following: Common Themes for All Colleges.

- Completion of basic skills courses is directly related to student success
- Colleges with higher remedial progress rates in English and Math have higher completion rates for unprepared students

He further discussed the Enrollment per Section and Fill Rate of Basic Skills English and Math Sections and the Conclusions.

Trustee Field expressed her concern regarding the insufficiency of Basic Skills English and Math section offerings to service the unprepared student population and the urgency to address this issue.

With respect to the Basic Skills Section Offerings, the proportion of basic skills sections offered in the LACCD is lower than the statewide average. Trustee Veres requested that Chancellor Francisco C. Rodriguez, with the appropriate staff, develop a set of general standards so that at the very least the LACCD Basic Skills sections offered are not lower than the statewide average. He further recommended that class sections be reviewed with regards to size and that goals be developed to improve student success rates for the unprepared students.

Chancellor Rodriguez concurred with the Committee's observations, he indicated that as resources become available with the budget restoration, a series of best practices will be implemented that will result in increased student success.

Preparation for Fiscal Year 2016 Accreditation Visits (BF5)

A document entitled "2013-2014 Budget Adjustments" was distributed.

Trustee Svonkin stated that at the Finance & Budget Committee meeting this item was unanimously recommended for approval to the full Board.

Chancellor Rodriguez discussed that in preparation for the Fiscal Year 2016 Accreditation visit, \$1 million from the contingency reserve will be distributed evenly to all nine colleges and the Educational Services Center.

For the record, Trustee Svonkin stated that the Budget & Finance Committee had discussions on the accreditation visit and recommended that the newly approved ongoing Districtwide Accreditation account be developed.

Motion by Trustee Svonkin, seconded by Trustee Field, to approve the \$1 million from the Contingency Reserve to account 500000 for Districtwide Accreditation activities occurring in Fiscal Year 2016.

Without objection, so ordered.

APPROVED: 3 Ayes

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Trustee Veres adjourned the meeting at 3:17 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, September 17, 2014
12:30 p.m. – 1:45 p.m.**

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

Trustee Eng called the meeting to order at 12:30 p.m.

PUBLIC SPEAKERS

None.

REPORTS

- Los Angeles Southwest College Strategic Plan, 2014-2020

A document entitled “Los Angeles Southwest College Strategic Plan 2014-2020, Executive Summary” was distributed.

Mr. Phillip Briggs, Dean, Institutional Effectiveness, Los Angeles Southwest College (LASC), discussed the document with respect to the development of the five goals for 2014-2020 Los Angeles Southwest College Strategic Plan in the following areas: Goal 1. Access and Preparation for Success; Goal 2. Success; Goal 3. Institutional Effectiveness and Accountability; Goal 4. Resources; and Goal 5. Collaboration and Partnerships.

Trustee Moreno expressed his concern that none of the data presented in the handout addresses the decline in the projected number of high school graduates nor the lack of male student enrollment. He inquired about a plan to change the outcomes involving his concerns.

Mr. Ferris Trimble, Vice President, Administrative Services, Los Angeles Southwest College (LASC), concurred with his concerns. He discussed the college’s recruitment efforts and challenges in its attempt to attract new students to LASC.

Trustee Eng stated that although the data in the report was thorough, the plan to address the unprepared students for college is missing. He requested the college incorporate its strategy to improve student outcomes in the strategic report and that this item be brought back to the Committee for further discussion and approval for a recommendation to the full Board.

Los Angeles Mission College Strategic Master Plan, 2013-2018

A document entitled “Los Angeles Mission College, 2013-2018 LAMC Strategic Master Plan, Executive Summary” was distributed.

Dr. Monte Perez, President, Los Angeles Mission College (LAMC), introduced Dr. Sarah Master, Dean, Institutional Effectiveness, and discussed the document with respect to the development of the 2013-2018 LAMC Strategic Master Plan updates.

Trustee Eng inquired as to why the same materials were not provided by **each** of the colleges. He also inquired if there is a common template for the colleges’ presentations.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, responded that the colleges have been provided with two templates: one is the executive summary template and the other is the matrix template. In addition to the templates provided, the colleges' are permitted to add other materials. She apologized for the oversight of the omission of the LASC matrix template.

Trustee Moreno expressed his concern that the LAMC Strategic Master Plan report did not provide the same data as LASC in order to support LAMC measures and outcomes in their matrix document.

Trustee Field echoed Trustee Moreno's concerns; she added that the Committee would like to have a supplemental report explaining what the plan is to address the objective performance measures with respect to student outcomes.

With respect to the data, Dr. Perez indicated that the data is available and will be provided to the Committee. He discussed the college's initiatives and challenges in its efforts to address student services and prepare students for success.

Ms. Kimble indicated that the Committee's new direction is duly noted and that the colleges will return to the Committee with the additional information requested.

Trustee Eng expressed his appreciation for the leadership and looks forward to the additional reports at the next Committee meeting.

AB 86 Update

Documents entitled "AB 86: Adult Education, Los Angeles Regional Adult Education Consortium" and "Los Angeles Regional Comprehensive Plan, AB 86 Los Angeles Regional Adult Education Consortium" were distributed.

Mr. Marvin Martinez, President, East Los Angeles College, introduced Dr. Adrienne Ann Mullen, Dean, Adults Education, Los Angeles Community College District and Dr. Dan Walden, Vice President, Los Angeles City College. Mr. Martinez discussed the collaborative efforts of the members of the Los Angeles Regional Adult Education Consortium (LARAEC) with respect to the development of the report entitled "Los Angeles Regional Comprehensive Plan, AB 86, July 31, 2014" which was submitted to the Office of Education describing a plan on how to service adult education statewide. The LARAEC includes the Los Angeles Community College District, Los Angeles Unified School District, Montebello Unified School District, Burbank Unified School District, and Culver City Unified School District. He continued to discuss the AB 86 Timeline concerning the Major Reports Submitted or Due. He deferred to Dr. Mullen.

Mr. Martinez and Dr. Mullen gave a PowerPoint presentation and discussed the document with respect to the Program Areas and Objectives; the stakeholders of Indirect Beneficiaries; Direct Beneficiaries/Adult Learners; the Five Program Areas Developed on how to service Adult Education; the Regional Consortium (objectives); the Faculty & Staff Development (objectives); and AB 86 Meeting dates held with the stakeholders to discuss the alignment of the curriculum and various components of the program.

A question and answer session was conducted regarding the solutions for the Gap Categories identified in the July 31, 2014 report that will be addressed in the draft report due by March 31, 2015 and various critical issues of concern regarding the AB 86 program.

Trustee Eng requested that a summary of the Gap Categories be provided to the Committee.

Trustee Eng indicated that he has received inquiries of concern that the older adults have been excluded from the AB 86 program. He requested that a report be provided to the Committee clarifying where the older adults will be incorporated into the program.

Dr. Felicito Cajayon, Vice Chancellor, Economic & Workforce Development, responded that the LARAEC is responsible to incorporate any entity that adds value to the program.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

Ms. Kimble indicated that a tentative schedule for future Committee meeting dates will be provided to the Committee for approval.

Trustee Eng requested that the tentative schedule be placed on the next agenda in order to plan for the Institutional Effectiveness & Student Success Committee meeting topics of discussion for Fiscal Year 2014-2015.

Trustee Eng thanked the Trustees on the Committee, Chancellor Rodriguez, the two staff liaisons, and the college president liaison, for their assistance in his transition to Chair of the Institutional Effectiveness & Student Success Committee.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Trustee Eng adjourned the meeting at 1:56 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES -INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, October 22, 2014
12:30 p.m. – 1:45 p.m.**

Committee: Mike Eng, Chair; Mona Field, Vice Chair; and Ernest H. Moreno, Member
Chair Eng called the meeting to order at 12:33 p.m.

PUBLIC SPEAKERS

None.

REPORTS

Fall 2014 LACCD Student Survey

A document entitled "Biennial Student Survey Update Fall 2014" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness Division, discussed the document with respect to the Biennial Student Survey background, Districtwide participation, Fall 2014 Survey conducted, 2014 Survey Questions Covered, New Marketing and Recruitment Section, Expanded Section on Technology, Questions Now Linked to Accreditation Standards, Questions Now Linked to Student Learning Outcomes, Sample Questions: Cost of Textbooks, Sample Questions: Learning Experience, and Timeline. She deferred to Mr. Maury Pearl, Associate Vice Chancellor, Educational Services and Institutional Effectiveness Division.

Mr. Pearl distributed and discussed the document entitled "Fall 2014 Student Survey, Los Angeles Community Colleges, Your Experience and Opinions are Important!" with respect to the questions in the survey.

A question and answer session was conducted regarding the actions taken to address issues of concern with respect to the outcome of the survey.

Ms. Kimble discussed that the numerous questions in the survey are mandates under the Accrediting Commission for Community and Junior Colleges (ACCJC) in order to demonstrate continuous improvement. She indicated that all past survey outcomes are published on the LACCD website and that the Fall 2014 Biennial Student Survey outcomes will be presented to the Committee in either March or April 2015.

Dr. Nabil Abu-Ghazaleh, President, West Los Angeles College and Dr. Erika A. Endrijonas, President, Los Angeles Valley College, discussed the various benefits of the Student Survey outcome report.

2014-2015 Calendar Review

A document entitled "Institutional Effectiveness Committee Calendar, October 2014 – August 2015" was distributed.

Ms. Kimble distributed and discussed the document entitled "LACCD Institutional Effectiveness and Accreditation Calendar" with respect to the accreditation topics of discussion for 2014-2015 Fiscal Year.

With respect to the LACCD Institutional Effectiveness and Accreditation Calendar, Chair Eng requested that the proposed accreditation agenda items included two asterisks at the end of the items in order to identify them and allocate the appropriate time for discussion at each Committee meeting.

Mr. Marvin Martinez requested that the topic entitled "AB 86" be a standing Committee agenda item.

Vice Chair Field requested that there be sufficient time set aside for each Committee meeting so that all the mandate accreditation agenda items can be appropriately addressed. She also added that the materials be provided to the Committee members in advance so that the Board members may have ample time to prepare for the meetings.

A question and answer session was conducted with respect to the strategy and scheduling of the Institutional Effectiveness Committee Calendar from October 2014 – August 2015.

Chair Eng, Vice Chair Field, and Dr. Adriana D. Barrera, Deputy Chancellor, discussed the beneficial outcomes of the Ad Hoc Accreditation Committee meetings that were held at the campuses in the 2013-2014 Fiscal Year in anticipation of the ACCJC site visit teams.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

Chair Eng requested that the topic "Accreditation" be a standing Committee agenda item.

Mr. Martinez also requested that "AB 86: Adult Education, Los Angeles Regional Adult Education Consortium" be a standing Committee agenda item.

SUMMARY- NEXT MEETING

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 1:41 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, November 19, 2014
12:30 p.m. – 2:00 p.m.**

Committee: Mike Eng, Chair; Mona Field, Vice Chair; and Ernest H. Moreno, Member
Chair Eng called the meeting to order at 12:30 p.m.

PUBLIC SPEAKERS

None.

REPORTS

Student Equity Plans: City, East, Harbor, Mission, Pierce, Southwest, Trade-Tech, Valley, West

Chair Eng discussed various components of the Student Equity Plan Program that was established in 1996 to ensure that educational opportunities and student success are available to all students, regardless of race, gender, disability, or economic circumstances.

The colleges provided the following documents entitled:

- The Student Equity Plan PowerPoint Presentation
- 2014 Student Equity Plan Summary, Executive Summary
- 2014 Student Equity Plan Summary
- Student Equity Plan

LACC

Ms. Renee D. Martinez, President, Los Angeles City College (LACC), introduced Dr. Jeffrey Nishimura, Chair, Committee on Pathways for Student Success (COMPASS); Dr. Todd J. Scott, Dean, Academic Affairs; Dr. John E. Freitas, President, Academic Senate; Dr. Regina R. Smith, Vice President, Student Services; and Dr. Edward Pai, Dean, Institutional Effectiveness. She deferred to Dr. Nishimura who gave a PowerPoint presentation and discussed the document with respect to the LACC Student Equity Plan.

A question and answer session was conducted how on to address the disproportionately low male student success, in particular men of color.

ELAC

Mr. Marvin Martinez, President, East Los Angeles College (ELAC), introduced Mr. Alfred Gallegos, Research Analyst; Ms. Julie Benavides, Dean, Student Services; and Mr. Alex W. Immerblum, President, Academic Senate.

Mr. Gallegos, Mr. Immerblum, and Ms. Benavides gave a PowerPoint presentation and discussed the document with respect to the ELAC Student Equity Plan Priorities.

Member Moreno expressed his concern that there is no evidence of student success in the "Plans for Improvement." He requested that data be provided demonstrating that the results are effective for all nine colleges.

LAHC

Dr. Otto W.K. Lee, President, Los Angeles Harbor College (LAHC), introduced Ms. Susan McMurray, President, Academic Senate, who gave a PowerPoint presentation and discussed the document with respect to LAHC Student Equity Plan Proposed Strategies and Anticipated Outcomes.

Chair Eng expressed his concern that Pacific Islanders were not included in the matrix.

Ms. McMurray indicated that the data will be provided to the Committee.

LAMC

Mr. Michael K. Allen, Vice President, Academic Affairs, Los Angeles Mission College (LAMC); Ms. Patricia V. Chow, Research Analyst; Ms. Leslie Milke, President, Academic Senate; and Dr. Sarah L. Master, Dean, Institutional Effectiveness, gave a PowerPoint presentation and discussed the document with respect to various components regarding the LAMC 2014 Student Equity Plan Proposed Strategies and Anticipated Outcomes.

Chair Eng recommended that the colleges share its proven success strategies regarding student outcomes.

LAPC

Dr. Kathleen F. Burke, President, Los Angeles Pierce College, introduced Dr. Earic B. Dixon-Peters, Vice President, Student Services and Dr. Crystal R. Kiekel, Director, Center for Academic Success.

Dr. Kiekel and Dr. Dixon-Peters discussed the document with respect to various components regarding the LAPC 2014 Student Equity Plan Strategies, Expected Impact and Evaluation.

LASC

Dr. Linda D. Rose, President, Los Angeles Southwest College (LASC), introduced Dr. Oscar M. Cobian, Acting Vice President, Student Services; Mr. Phillip T. Briggs, Dean, Institutional Effectiveness; and Ms. Sabrena Turner-Odom, Director, Student Success. She indicated that she has attended several meetings with members of the community to inquire as to the issues/concerns they have with respect to the low enrollment rate of the male population and to inform them about the many educational opportunities offered at LASC.

Dr. Cobian gave a PowerPoint presentation and discussed the document with respect to various components regarding the LASC 2014 Student Equity Plan Strategies and Anticipated Outcomes.

LATTC

Mr. Laurence Frank, President, Los Angeles Trade-Technical College (LATTC), introduced Dr. Kaneesha K. Tarrant, Vice President, Student Services; Ms. Leticia L. Barajas, Vice President, Academic Affairs & Workforce/Economic Development; and Dr. Anna Badalyan, Dean, Institutional Effectiveness.

Dr. Tarrant, Ms. Barajas, and Dr. Badalyan, gave a PowerPoint presentation and discussed the document with respect to various components regarding the LATTC 2014 Student Equity Plan Strategies and Anticipated Outcomes.

LAVC

Dr. Erika A. Endrijonas, President, Los Angeles Valley College, introduced Mr. Florentino Manzano, Vice President, Student Success; Ms. Karen E. Darr, Vice President, Academic Affairs; and Ms. Michelle Fowles, Dean, Economic Development.

Mr. Manzano gave a PowerPoint presentation and discussed the document with respect to various components regarding the LAVC 2014 Student Equity Plan Strategies and Expected Outcomes.

WLAC

Dr. Nabil Abu-Ghazaleh, President, West Los Angeles College, introduced Ms. Phyllis Braxton, Vice President, Student Success and Ms. Rebecca W. Tillberg, Dean, Research and Planning.

Ms. Braxton and Ms. Tillberg gave a PowerPoint presentation and discussed the document with respect to various components regarding the WLAC 2014 Student Equity Plan Strategies and Anticipated Outcomes.

Vice Chair Field expressed her appreciation to everyone involved in preparing all the materials regarding the Student Equity Plans.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board the approval of the Student Equity Plans for Los Angeles City College, East Los Angeles College, Los Angeles Harbor College, Los Angeles Mission College, Los Angeles Pierce College, Los Angeles Southwest College, Los Angeles Trade-Technical College, Los Angeles Valley College, and West Los Angeles College; with the condition that the Student Equity Plans address the following issues and concerns raised by the Committee members at today's meeting and be brought back to the Committee in the Spring of 2015.

1. A plan on how to address the disproportionately low male student success; in particular men of color.
2. Trustee Moreno expressed his concern that there is no evidence that the plans for improving student success are working. He requested that data be provided demonstrating that the results are effective for all nine colleges.
3. Chair Eng recommended that the colleges share its proven success strategies regarding positive student outcomes.
4. Chair Eng expressed his concern that Pacific Islanders are not included in the matrix.
5. Chair Eng requested that all the materials presented by the colleges be standardized.

Chair Eng requested that Chancellor Rodriguez express his opinion that the Student Equity Plans have met all the requirements set by the State, which are being presented at today's Board meeting for action.

Chancellor Rodriguez recommended that the Committee recommend to the full Board the Student Equity Plans as presented.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

Accreditation Update

A document entitled "ESC Accreditation Update" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, discussed the document with respect to the timeline of events in planning for the District Accreditation Activities for Fall 2014 – Winter 2015.

Adult Education

A document entitled "AB86: Adult Education, Los Angeles Regional Adult Education Consortium" was distributed.

Mr. Martinez, President, East Los Angeles College, gave an update on AB86: Adult Education regarding the Timeline, Program Areas and Objectives Addressed, AB86 Meeting Dates, and Next Steps.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Trustee Eng adjourned the meeting at 2:18 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Minutes – Special Meeting
Los Angeles Southwest College
Cox Annex-President’s Conference Room
1600 West Imperial Highway
Los Angeles, California
Tuesday, December 9, 2014
10:00 a.m. - 12:00 p.m.**

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

WELCOME AND INTRODUCTION OF COMMITTEE, CAMPUS FACULTY AND STAFF

Vice Chair Mona Field called the meeting to order at 10:15 a.m. and introduced the Committee members.

Dr. Linda D. Rose, President, Los Angeles Southwest College (LASC), introduced faculty and administrators who serve on the Accreditation Steering Committee, and Strategic Planning Committee who would provide an overview of LASC's development of the ACCJC Midterm Report. Dr. Rose also introduced staff attending the meeting.

PURPOSE OF THE MEETING

Vice Chair Field explained the purpose and guidelines for the meeting. She explained that the purpose of the meeting was to determine the status of accreditation activities including the preparation of LASC's midterm report which is due March 2015. Member Moreno and Vice Chair Field stated that they wanted to learn more about what support and resources the colleges needed to complete the development of the campus's self-evaluation and the midterm report. Vice Chair Field said this Committee also wanted to know the outcome of LASC's work with consultant Matthew Lee. Vice Chair Field and Member Moreno stated that they were interested in learning about the impact of recent LACCD Board decisions and how they can make allocations fairly, despite the variations in need. Vice Chair Field and Member Moreno expressed thoughts on having everyone committed to the success of students, not just a few groups.

PUBLIC COMMENT

None.

REVIEW of ACCREDITATION REPORT RECOMMENDATIONS

- Ms. Bobbie Kimble, interim Vice Chancellor, Educational Programs and Institutional Effectiveness, provided clarification of Dr. Matthew Lee's work with all nine colleges. Ms. Kimble explained what Dr. Lee plans to do and how he is helping the colleges navigate the accreditation process.
- Dr. Rose explained that Dr. Lee would be reviewing LASC's 2015 Midterm Report and providing feedback prior to Board approval.

- Dr. Lawrence Bradford Vice President, Academic Affairs, LASC, introduced Ms. Rose Calderon, faculty co-chair of the Accreditation Steering Committee. Dr. Bradford provided a status report that included comments about the collection of evidence, the timeline for completing the midterm report and the activities related to the 2016 self-evaluation report. He also spoke about the progress on Associate Degree Transfers (ADTs) and the challenges faced by LASC due to the lack of full-time Articulation Officer. Dr. Bradford indicated that LASC is making progress.

REPORT on COLLEGE RESPONSES

- Dr. Bradford explained the process for the development of the midterm report and LASC's response to the recommendations. Responses are based on current activities to complete the planning agendas and a summary of what has been done to address the issues identified during the Accreditation site visit in 2012 and the subsequent follow-up visits.
- Dr. Barrera indicated that following the December 9, 2014 meeting, the LASC Midterm report would be finalized, presented to the District Institutional Effectiveness and Student Success Committee in January 2015, and presented to the LACCD Board for approval in February 2015. The Midterm Report is due to the ACCJC in March 2015.

QUESTIONS and ANSWERS

- Vice Chair Field asked questions about progress on SLO's and LASC's status on ADTs. She also expressed concern about LASC's ADT status, Financial Aid (loans to students), Student Equity, and the Workplace Environment. Dr. Rose provided a status of what was being done to get the ADT's approved at the Chancellors office.
- Member Moreno stated that the Midterm and Self-evaluation reports should include the critical pieces and evidence about the success of LASC's students.
- Vice Chair Field asked Dr. Rose how the campus was using the \$100,000 allocated to Accreditation. She also wanted to know if faculty would be available in January 2015 to help with the Midterm Report.
- Member Moreno stated that LASC is growing; however, he cautioned on the need to focus on how funds are spent and that LASC needs to find a balance. He mentioned that colleges need to earn their share.
- Ms. Sandra Lee, faculty and AFT Chapter Chair at LASC, spoke about progress on ADTs.

COLLEGE STATEMENT ON SELF ASSESSMENT

Dr. Rose also provided information about the status of LASC's progress on developing the 2015 Midterm Report. LASC is responding to the recommendations by providing updates on the progress through 2014. An accreditation retreat was held in September 2014 at LASC that included participation from faculty, staff, and administrators. Additional reviews of the College's Master Plan, Strategic Plan, Technology Plan, and Facilities Plan will occur in spring 2015 as well as continued review and assessment of SLOs and ILOs. LASC is working to make the self-evaluation process instructive for the campus.

SUMMARY STATEMENT ON MEETING

- Vice Chair Field thanked the college community for attending the meeting and working to show the improvements at LASC. She also thanked the campus administration for hosting the meeting and for the refreshments.
- Dr. Barrera commented on the organization of the Midterm Report and asked that LASC place the college recommendations at the beginning of the report. She also thanked those present for the work they have done thus far and encouraged the campus to continue its work on ADTs, SLOs and ILOs.

ADJOURNMENT

After no further comments or questions, Vice Chair Field adjourned the meeting at 11:45 a.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
MINUTES – SPECIAL MEETING
West Los Angeles College
Student Services Building (SSB), Room 414
9000 Overland Avenue
Culver City, California 90230
Tuesday, December 9, 2014
2:15 p.m. – 4:15 p.m.**

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

Chair Eng called the meeting to order at 2:16 p.m.

WELCOME AND INTRODUCTION OF KEY FACULTY AND STAFF

Chair Eng introduced Vice Chair Mona Field and Member Ernest H. Moreno.

Dr. Nabil Abu-Ghazaleh, President, West Los Angeles College (WLAC), introduced several faculty members and administrators who would be representing the College in answering any questions regarding WLAC's Accreditation Midterm Report. He further acknowledged other faculty, staff and administrators who were also present in the room.

PURPOSE OF THE MEETING

Chair Eng briefly went over the guidelines and purpose of the meeting which are to focus on a review of critical areas, request information and data, and explore resources needs. They are interested in finding out the challenges that prevent targets from being achieved.

PUBLIC COMMENT

Mr. Kevin Considine, faculty member of the Motion Picture and Television Production (MPTP) program and Co-chair of the Facilities Committee at WLAC, expressed concern about the lack of college involvement in the District decision-making process regarding the development of the properties at 10100 Jefferson and the LAX Airport Campus, especially since the latter is being used for the MPTP program. He provided a document, "Lease amendment with LRW." Chair Eng thanked Mr. Considine for raising the issue and indicated that the Committee would bring it up to all members of the Board of Trustees.

REVIEW OF ACCREDITATION REPORT RECOMMENDATIONS

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness Division, explained that the meeting today would provide an opportunity for the Committee members to dialog with the College about the draft report and create a cohesive understanding of the narrative. Following this meeting, the report will be finalized and presented to the Institutional Effectiveness and Student Success Committee meeting at the end of January prior to presentation to the Board of Trustees meeting in February 2015.

The report needs to be submitted to the Accrediting Commission for Community and Junior Colleges (ACCJC) by March 2015.

REPORT ON COLLEGE RESPONSES

Ms. Alice Taylor, Faculty Co-Chair of the College Accreditation Steering Committee, WLAC, briefly went over the draft report and highlighted several key factors. The report had been vetted through the shared governance process and college wide.

QUESTIONS AND ANSWERS

Chair Eng raised questions regarding the unmet target of Service Area Outcomes (SAO) for the Procurement Office in spring 2014 and the Library funding allocation, resources and expenditures. Explanations were given in response to these questions.

Vice Chair Field commented on the importance of including hyperlinks for evidence in the electronic version of the report as preferred by the Commission.

Member Moreno requested more information regarding the College's Student Learning Outcomes (SLO) preparedness. Ms. Mary-Jo Apigo, Dean of Teaching and Learning and Co-chair of the SLO Committee, responded to the questions and described some of the efforts to increase SLO completion such as continual workshops and additional SLO facilitators. Further discussion on SLO – weaknesses, compliance, and student participation – occurred.

Member Moreno reminded the College of the importance of meeting the SLO target and accountability.

COLLEGE STATEMENT ON SELF-ASSESSMENT

Ms. Taylor shared that the College started the preparation early to ensure compliance to deadlines. The process is especially challenging because at the same time the College is also preparing for the comprehensive visit in spring 2016.

Dr. Abu-Ghazaleh remarked on the College's diligent efforts in responding to the Commission's recommendations and maintaining compliance. The College can always improve; but through the accreditation process, the College continues to learn through experience in meaningful ways.

SUMMARY STATEMENT ON MEETING

Chair Eng shared some of the comments he had heard in regards to the importance of the accreditation process. The dialogue today helped the Committee to have a better understanding of the College's efforts. Dr. Adriana D. Barrera, Deputy Chancellor, commended the College on its efforts.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 3:57 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Minutes – Special Meeting
Los Angeles Harbor College
Student Services Administration, Room 219
1111 Figueroa Place
Wilmington, CA 90744
Thursday, December 11, 2014
3:00 p.m. – 5:00 p.m.**

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

CALL TO ORDER (M. Eng)

Chair Eng called the meeting to order at 2:57 p.m.

WELCOME AND INTRODUCTION OF KEY FACULTY AND STAFF (O. Lee)

Dr. Otto W. K. Lee, President, Los Angeles Harbor College (LAHC), welcomed the Trustees and District Staff and introduced the following LAHC staff: Mr. Luis Rosas (Vice President of Academic Affairs), Ms. Abbie Patterson (Vice President of Student Services), Dr. Stephanie Atkinson-Alston (Dean of Academic Affairs), Susan McMurray (Academic Senate President), Dr. Bobbi Villalobos (Dean of Academic Affairs), Ms. Sandra Sanchez (Dean of Economic and Workforce Development), Ms. Danielle Jack (Executive Assistant), Mr. Brian Henderson (Administrative Secretary), and Accreditation Faculty Co-Chairs Ms. Yesenia King, Dr. Ellen Joiner, and Mr. Jim Stanbery.

PURPOSE OF THE MEETING (M. Eng, M. Field, E. Moreno)

Chair Eng requested a brief presentation so that more questions may be asked. Chair Eng also commended the ESC staff for their work on accreditation and stated that the three items the Institutional Effectiveness & Student Success Committee would like to cover during this meeting are the following:

- a. Review and ask questions
- b. Request for resources from ESC
- c. Response from College

Chair Eng concluded his opening remarks by reading Accreditation Standard 4 B. regarding the roles and responsibilities of governing boards.

Vice Chair Field opened her comments by thanking everyone for all their hard work and commented that this is an opportunity to spend more time than when you come before the board. She acknowledged that there has been lots of change in a short amount of time.

Member Moreno stated that he was impressed by the documents received from LAHC.

REVIEW OF ACCREDITATION REPORT RECOMMENDATIONS (B. Kimble)

Ms. Bobbi Kimble, Interim Vice Chancellor for Educational Programs and Institutional Effectiveness, commented about the importance of a districtwide perspective on accreditation.

PUBLIC COMMENT

None.

REPORT ON COLLEGE RESPONSES / QUESTIONS AND ANSWERS

Dr. Lee discussed and distributed the document entitled *Midterm Report 2015* and stated that LAHC's two Recommendations from the Accrediting Commission for Community and Junior Colleges (ACCJC) will be discussed and presented via PowerPoint.

A. Recommendation #1

The planning process needs to reflect an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation that use data as the central focus to inform decisions. The process needs to be made clear to the college constituencies so they understand the steps, as well as which plan informs which plan. In addition, human resource planning for classified personnel and administrators needs to be evidence based and integrated with institutional planning and program review. An evaluation of the effectiveness of the planning process as well as the effectiveness of programs and services needs to be included.

Dr. Ellen Joiner, faculty Co-Chair of the LAHC Accreditation Committee, began the PowerPoint presentation entitled *Midterm Report 2015*, discussing Recommendation #1 and providing an overview of LAHC's planning process and LAHC's response to Recommendation #1. Mr. Luis Rosas, Vice President of Academic Affairs, and Ms. Susan McMurray, Academic Senate President, provided insight on LAHC's use of data and assessment of outcomes respectively.

A question and answer session was conducted regarding LAHC's response to Recommendation #1. Responding to Chair Eng, Ms. McMurray announced that LAHC has a 100 percent completion rate regarding Student Learning Outcomes (SLOs). In response to Vice Chair Field, Dr. Joiner stated that the draft is close to completion and that Dr. Matthew Lee's (external consultant) comments need to be incorporated.

B. Recommendation #2

In order to meet the Standard, and to adequately monitor salary and benefit expenditures and ensure the institution practices effective oversight of finances, the team recommends that salary actions should first be reviewed for available and adequate funding prior to initiating the employment process.

Dr. Lee reviewed policies and procedures put into place in response to recommendation #2.

Chair Eng requested a discussion on the conditions that led to this recommendation.

Mr. Rosas and Ms. McMurray responded that deficits led to this. A discussion ensued regarding LAHC's budget concluding that the college is currently projecting a small ending balance.

Vice Chair Field inquired about the District and College timelines for approval of the *Midterm Report 2015*. ■ In response, Ms. Kimble explained the District's timeline while Ms. McMurray commented that the *Report* has completed LAHC's participatory governance approval process.

COLLEGE STATEMENT ON SELF-ASSESSMENT/ QUESTIONS AND ANSWERS

Dr. Lee asked Ms. Abbie Patterson, Vice President of Student Services, to present a PowerPoint presentation entitled *Preparing for 2016 College Statement on Self-Assessment*

Ms. Patterson began her presentation by stating that LAHC has less than a year to prepare for a full visit but that LAHC will host a College wide retreat in February 2015 among other activities to prepare LAHC for the full visit in 2016. Ms. Patterson informed the Committee that as part of the preparation of for the full visit in 2016, LAHC has reviewed and updated its mission statement and is waiting for Board approval. She also discussed in further detail the new expectations from the ACCJC, how LAHC is following the new standards, and preparations for the 2016 visit.

Chair Eng inquired about any potential vulnerability or if the college needs more resources from the District. Ms. Patterson commented that LAHC will engage in a series of forums and workshops to educate the campus community about accreditation. Dr. Lee concluded that there are valid concerns and that the biggest challenge is that the message and training must be simple so that everyone can answer the questions.

Vice Chair Field inquired about the use of the \$100,000 given to LAHC for accreditation purposes. Mr. Rosas replied that the \$100,000 was used for release time for the faculty writers for the accreditation report.

Discussion ensued about the changing nature of accreditation away from academics to additional concerns as well as the District's preparations for the accreditation visit.

SUMMARY STATEMENT ON MEETING

Vice Chair Field thanked LAHC and the District working on accreditation and complimented them on the job they are doing. Trustee Moreno stated that he was very impressed by this exchange and he has great confidence with LAHC. ■ Ms. Kimble and Dr. Barrera commended LAHC's teamwork in coming together to prepare and complete the mid-term report.

Chair Eng concluded by thanking Dr. Lee and LAHC for this presentation. He advised LAHC to expect the unexpected and expressed confidence that LAHC will continue to be a hotbed of creativity. He commented about possible changes regarding accreditation from the state legislature.

NEW BUSINESS

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 4:57pm.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, December 17, 2014
3:30 p.m. – 4:45 p.m.**

Committee: Mike Eng, Chair; Mona Field, Vice Chair; and Ernest H. Moreno, Member
Chair Eng called the meeting to order at 3:31 p.m.

PUBLIC SPEAKERS

None.

REPORTS

Los Angeles Mission College Strategic Master Plan, 2013-2018

A document entitled "Los Angeles Mission College, 2013-2018 Strategic Master Plan, Executive Summary" was distributed.

Chair Eng inquired as to the definition of the titles for the different reports that the Colleges are presenting to the Committee and what is staff requiring of the Committee at the end of the presentations by the colleges.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs, and Institutional Effectiveness, discussed the various titles of the reports. She indicated that at the end of the presentations the Committee will be requested to make a recommendation to the full Board to approve the reports.

Dr. Monte Perez, President, Los Angeles Mission College (LAMC), introduced Mr. Daniel Villanueva, Vice President, Administrative Services; Dr. Sarah Master, Dean, Institutional Effectiveness; and Ms. Leslie Milke, President, Academic Senate.

Dr. Perez and Mr. Villanueva gave a PowerPoint presentation and discussed the document with respect to various components regarding the LAMC 2014-2018 Strategic Master Plan Goals as outlined in the document.

A question and answer session was conducted with respect to the purpose of the goals and objectives of the 2013-2018 LAMC Strategic Master Plan.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board the approval of the Los Angeles Mission College Strategic Master Plan, 2013-2018.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

Los Angeles Southwest College Strategic Plan, 2014-2020

A document entitled "Los Angeles Southwest College Strategic Plan 2014-2020, Executive Plan" was distributed.

Dr. Linda D. Rose, President, Los Angeles Southwest College (LASC), gave an overview of the Executive Summary with respect to the development of the LASC Strategic Plan 2014-2020. She introduced Mr. Phillip Briggs, Dean, Institutional Effectiveness; Mr. Ferris Trimble, Vice President, Administrative Services; and Dr. Lawrence Bradford, Vice President, Academic Affairs. She deferred to Mr. Briggs.

Mr. Briggs gave a PowerPoint presentation and discussed the document with respect to various components regarding the LASC 2014-2020 Strategic Plan Goals as outlined in the document.

A question and answer session was conducted with respect to the purpose of the goals and objectives of the LASC Strategic Plan, 2014-2020.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board the approval of the LASC Strategic Plan, 2014-2020.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

West Los Angeles College Educational Master Plan, 2014-2020

A document entitled "West Los Angeles College, 2014-2020 Educational Master Plan, Executive Summary, December 17, 2014" was distributed.

Trustee Eng indicated that Dr. Nabil Abu-Ghazaleh, President of West Los Angeles College, was absent due to a previously scheduled vacation. He deferred to Mr. Robert Sprague, Vice President, Academic Affairs, who gave an overview of the presentation and introduced Mr. Kenneth Takeda, Vice President, Administrative Services; Ms. Phyllis Braxton, Vice President, Student Services; Ms. Holly Bailey-Hofmann, Associate Professor of English; and Ms. Rebecca W. Tillberg, Dean, Research and Planning.

Ms. Bailey-Hofmann and Ms. Tillberg gave a PowerPoint presentation and discussed the document with respect to various components regarding the WLAC 2014-2020 Educational Master Plan Goals as outlined in the document.

A question and answer session was conducted with respect to the purpose of the goals and objectives of the 2014-2020 Educational Master Plan.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board the approval of the WLAC Educational Master Plan, 2014-2020.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

Accreditation Update

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, gave an update on the accreditation site visits and the process with respect to the various mandated reports by the Accrediting Commission for Community and Junior Colleges (ACCJC) that have been presented in the last few months to the Committee.

Chancellor Francisco C. Rodriguez discussed that the colleges have provided a self-assessment of where they stand on accreditation and where they need support from the District Office for a successful outcome. He indicated that he will share his assessment of the reports with the Committee.

AB 86 Update

No discussion was held.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Trustee Eng adjourned the meeting at 5:01 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE**
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, January 28, 2015
1:00 p.m. – 2:00 p.m.

Committee: Mike Eng, Chair; Mona Field, Vice Chair; and Ernest H. Moreno, Member
Chair Eng called the meeting to order at 1:05 p.m.

PUBLIC SPEAKERS

None.

REPORTS

Accreditation Mid-Term Report: Los Angeles Harbor College

A document entitled "Los Angeles Harbor College, Accreditation Midterm Report, January 28, 2015" was distributed.

Chair Eng inquired as to the purpose of the accreditation midterm reports that the Colleges are presenting to the Committee and what is staff requiring of the Committee at the end of the presentations by the colleges.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, discussed that the Accrediting Commission for Community and Junior Colleges (ACCJC) issued action letters requiring that Los Angeles Harbor College (LAHC), Los Angeles Southwest College (LASC), and West Los Angeles College submit Accreditation Midterm Reports. She indicated that at the end of the presentations the Committee will be requested to accept the midterm reports and make a recommendation to the full Board to approve the reports.

Dr. Otto W.K. Lee, President, Los Angeles Harbor College (LAHC), introduced Mr. Luis Rosas, Vice President, Academic Affairs and Dr. Ellen Joiner, Faculty, Lead to the Institutional Effectiveness and Student Success Committee.

Mr. Rosas and Dr. Joiner gave a PowerPoint presentation and discussed the document with respect to the individual groups who participated in preparing the LAHC Accreditation Midterm Report Findings, Recommendations 1 and Recommendations 2, and Actions Taken.

A question and answer session was conducted with respect various components regarding the LAHC Midterm Report.

Accreditation Mid-Term Report: Los Angeles Southwest College

A document entitled "Los Angeles Southwest College 2015 Midterm Report, Overview, January 28, 2015" was distributed.

Dr. Linda D. Rose, President, LASC, expressed her appreciation to Trustees Field and Moreno for their participation at the Special meeting of the Institutional Effectiveness & Student Success Committee held on December 9, 2015 at LASC. She deferred to Dr. Lawrence L. Bradford, Vice President of Academic Affairs and Professor Rose Calderon, Faculty Accreditation Co-Chair.

Dr. Bradford and Professor Calderon gave a PowerPoint presentation and discussed the document with respect to Recommendation 3: Availability of Services to all Students, Recommendation 4: Library Services, Recommendation 5: Professional Development & Faculty Evaluations, and Recommendation 6: Documentation of Actions & Recommendations.

A question and answer session was conducted with respect to various components regarding the LASC Midterm Report.

Accreditation Mid-Term Report: West Los Angeles College

A document entitled "West Los Angeles College, Accreditation: Midterm Report 2015, January 28, 2015" was distributed.

Dr. Nabil Abu-Ghazaleh, President, West Los Angeles College, thanked the Committee for the Special Institutional Effectiveness & Student Success Committee meeting held at LASC on December 9, 2015. He introduced Mr. Robert Sprague, Vice President, Academic Affairs; Ms. Alice Taylor, Faculty Co-Chair; Ms. Mary-Jo Apigo, Dean, Teaching and Learning; and Mr. Luis A. Cordova, English Faculty, SLO Coordinator. He deferred to Mr. Sprague and Ms. Taylor.

Mr. Sprague and Ms. Taylor gave a PowerPoint presentation and discussed the document with respect to actions taken to resolve Recommendation 1, Recommendation 2, Recommendation 3, Recommendation 4, Recommendation 5, Recommendation 6, Recommendation 7, and Recommendation 13 in response to the ACCJC recommendations.

A question and answer session was conducted with respect various components regarding the WLAC Midterm Report.

Motion by Vice Chair Field, seconded by Member Moreno, to accept and recommend to the full Board approval of the Accreditation Midterm Reports for Los Angeles for Los Angeles Harbor College, Los Angeles Southwest College, and West Los Angeles College.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

With respect to Los Angeles Mission College (LAMC) ACCJC Follow-up Report and Los Angeles Valley College ACCJC Follow-up Report, Ms. Kimble indicated that because the deadline to submit these reports is near, she inquired if the Committee would be agreeable to review the reports at the Special Institutional Effectiveness & Student Success Committee meetings being held at the respective colleges on February 2, 2015. She indicated that at the end of the presentations the Committee will be requested to accept the follow-up reports and make a

recommendation to the full Board to approve the reports for action at the Board meeting of February 11, 2015.

Accreditation Update

A document entitled "Accreditation File Management Project, Institutional Effectiveness & Student Success Committee Update, January 28, 2015" was distributed.

Ms. Kimble discussed the document with respect to the Accreditation File Management Project.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 2:16 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES—SPECIAL INSTITUTIONAL EFFECTIVENESS & STUDENT
SUCCESS COMMITTEE
LOS ANGELES VALLEY COLLEGE
PRESIDENT'S OFFICE CONFERENCE ROOM (ADMIN 2)
5800 FULTON AVENUE
VALLEY GLEN, CA 91401
MONDAY FEBRUARY 2, 2015
2:00 P.M. – 4:00 P.M.**

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

CALL TO ORDER:

Chair Eng called the meeting to order at 2:00 p.m.

Welcome and Introduction of Key Faculty and Staff

Dr. Erika Endrijonas, Valley College President welcomed the committee. She introduced the following Valley College staff: Ms. Karen Daar, Vice President of Academic Affairs; Mr. Florentino Manzano, Vice President of Student Services; Mr. Mike Lee, Vice President of Administrative Services; Dr. Elizabeth Negrete, Associate Dean of Students Services; Ms. Mary John, Bookstore Manager; Mr. Hao Xie, CFA; Mr. Tom Aduwo, Administrative Analyst, HR and Payroll; Mr. Joel Trudjeon, Student Outreach and Recruitment Coordinator; Mr. Vernon Bridges, Financial Aid Director; Dr. Annie Reed, Associate Dean of Student Services; Ms. Dorothy Bates, Child Care Center and Staff Guild Representative; Ms. Cyndi Maddren, Master Calendar, Staff Guild Representative; Ms. Michelle Fowles, Dean of Institutional Effectiveness; Ms. Violet Amrikhas, Budget Analyst; Mr. Raul Gonzalez, Associate Vice President of Administrative Services; and Ms. Magdalena Lopez, Executive Assistant.

President Endrijonas shared that the Accreditation team confirmed their visit to Valley College for April 1. In response to an inquiry made by Trustee Field, President Endrijonas responded that she will forward the itinerary of the team's visit once it is received.

PURPOSE OF THE MEETING

Chair Eng thanked President Endrijonas for the welcome comments. He stated that the purpose of the meeting is to provide an opportunity for a candid conversation and to obtain specific deadlines for further action. He emphasized the need for the college to have a process that is sustainable.

Chair Eng proceeded to introduce Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, and Dr. Adriana Barrera, Deputy Chancellor. He continued by introducing Trustees Mona Field, Vice Chair, and Ernest H. Moreno, Member.

Vice Chair Field welcomed everyone and emphasized the importance of report documentation and ensuring the report includes appropriate hyperlinks.

Member Moreno welcomed the opportunity to work with the college's administration. He expressed his desire to resolve the college's deficit.

Chair Eng added that if there is an issue, they want to know before any final decision is made.

PUBLIC COMMENT

None

REVIEW OF ACCREDITATION REPORT RECOMMENDATIONS

Ms. Kimble stated that all recommendations but one made by the accreditation team to the college were resolved. She stated that the recommendation on the control of budget and expenditures is pending. Ms. Kimble expressed her optimism for a positive resolution.

REPORT ON COLLEGE RESPONSES

Upon request by Chair Eng, President Endrijonas began her presentation. She began by saying that in this recommendation it specifically states that the president shall ensure effective control of the budget and expenditures. She has taken the lead because the recommendation is about finances and managing control of the budget and ensuring that the college is moving in the right direction. She stated that the report was shared and reviewed by a group of stakeholders. The recommendation demonstrates how the college would resolve the budget deficit and what its next steps will be. The response to the recommendation was formulated into three parts: 1) Administrative Stability, 2) Appropriate Management and Control Mechanisms, and 3) Achieving a Balanced Budget and Enrollment Management Efforts.

Administrative Stability - The College has addressed its administrative stability. In terms of enrollment management, the college did an excellent job over the last two years, ensuring that the growth targets were met, but some refinements still need to be done. President Endrijonas stated that the Brain Trust's (a consulting firm) recommendations were good regarding reassigned time. However, she stated that the firm reported an incorrect number for release time. The college has 12.5 FTEF in reassigned time. She indicated that one possible reason for the discrepancy in the report regarding FTEF reassigned time is probably that the consultants counted heads, not FTEF.

Appropriate Management and Control Mechanisms – Chair Eng asked for comments on budget control mechanisms. President Endrijonas responded that it is about establishing the dialog about expenditures, the need to evaluate within the lens of sustainability and transparency. A question and answer dialog ensued about the mechanisms taken to ensure control, including empowering the people that have oversight to make decisions and moving away from micromanaging. Vice Chair Field stated that money sometimes is held back by the District until later in the year and asked whether this pattern of disbursement affect the college's budget. Dr. Barrera responded by explaining the allocation process. Vice Chair Field recommended that the report include the process of disbursements of budget throughout. Dr. Barrera explained that the quarterly report meetings at the colleges are conducted as early alert procedures to the colleges. As recommended by the IE&SSC, President Endrijonas agreed to edit the report.

Achieving a Balanced Budget and Enrollment. Vice President Karen Daar stated that the college needed to demonstrate its effectiveness in terms of class offerings. Adjustments were made in terms of current class offerings.

Past practices of overscheduling were eliminated, and replaced with increased average class size. Targets were met in a very efficient manner. She indicated that the same pathway will be used moving forward. Administration is working with department chairs to identify ways to cut while at the same time meeting the needs of our students.

A question and answer session was conducted on the following topics:

- Alternative class offerings, such as weekends. This area will be explored even with minimum services available;
- Grants – it was explained that the college has a vibrant grants program overseen by a college administrator.
- Reassigned time has been kept to a minimum (contractual). The SLO position was eliminated as part of balancing the budget. SLO is being institutionalized with the assistance of an administrator to facilitate the process.
- Athletics – the athletics program has been reduced. However, with the new Athletic Training Field (ATF) project approved by taxpayers, continuing to reduce the athletic budget will be difficult. Opportunities to rent the facilities will be one option to offset some of the costs.

Executive Committee of the District Budget Committee Requests. President Endrijonas stated that Valley College was required to provide a follow up report with recommendations at its January 6 ECDBC meeting. Part of the report included a pathway to get out of deficit. The report includes the request to obtain assistance along the way. The President cited the three avenues proposed: 1) Waive the debt payment, 2) fully fund the 2% over-cap at the full FTES rate, rather than at the \$2000 per FTES the DBC had approved in August 2014, and 3) to provide a subsidy to the college for the 11 growth positions required as part of the district's Faculty Obligation Number.

President Endrijonas explained that if the college is funded for growth in the current year, then the college will be able to grow. Without the District's assistance, the college will not be able to balance its budget. The structural deficit was cited as the reason for being in perpetual deficit.

Chair Eng asked Dr. Barrera if this will weigh on the decision. Dr. Barrera responded that there continues to be a concern that the District did not help Valley College enough to balance its budget. President Endrijonas added that the District and the College need to work together to ensure they resolve the deficiency. Dr. Barrera continued by stating that the ECDBC at its January 6 meeting considered the merits of the report and they voted to recommend to the Chancellor approval of the three items requested.

Chair Eng stated that the committee would entertain a motion to approve subject to any appropriate committee and Board action prior to February 25. Vice Chair Field pointed out the importance of the language. She noted that there is no reference to resources in case of an emergency. Vice President Mike Lee responded that the College does not have reserves; however, it has enterprise funds that can be utilized in case of an emergency. Chair Field recommended including this in the report.

SUMMARY STATEMENT ON MEETING

Chair Eng thanked everyone for a substantive meeting. He expressed his desire to resolve this issue and hoped for the long-term health of Valley College. Chair Eng thanked his colleagues and asked for closing comments.

Member Moreno stated that this meeting was indicative, that this is the most important item on the report, that more time should be spent on this issue, set some precedents districtwide to be consistent and objective. He expressed that he is in favor of reducing other costs.

Vice Chair Field thanked everyone for their time in preparing this report. She hoped for the future success of the college.

Motion by Chair Eng, seconded by Vice Chair Field, to accept the report, pending review and approval by the appropriate Los Angeles Community College District Board committee on February 25, 2015, which was approved.

APPROVED: 3 Ayes

ADJOURNMENT

There being no further comments or objection, the meeting was adjourned at 3:55 p.m.

**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.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, February 25, 2015
12:30 p.m. – 2:00 p.m.**

Committee: Mike Eng, Chair; Mona Field, Vice Chair; and Ernest H. Moreno, Member
Chair Eng called the meeting to order at 12:39 p.m.

PUBLIC SPEAKERS

None.

REPORTS

Los Angeles City College 2014-2020 Educational and Strategic Master Plan

A document entitled "Educational and Strategic Master Plan, Los Angeles City College, 2014-20" was distributed.

Ms. Renee D. Martinez, President, Los Angeles City College (LACC), introduced the following Strategic Planning Committee members and discussed the benefits of combining the Strategic and Educational Master plans into an Educational and Strategic Master Plan for 2014-20: Ms. Sharon Hendricks, Retirement Liaison, Los Angeles College Faculty Guild, and Associate Professor; Dr. Todd J. Scott, Dean, Academic Affairs; Dr. John E. Freitas, President, Academic Senate; and Dr. Edward Pai, Dean, Institutional Effectiveness.

Ms. Martinez, Ms. Hendricks, Dr. Scott, and Dr. Pai discussed the document with respect to the development of the four goals for the LACC Educational and Strategic Master Plan (ESMP) for 2014-20 in the following areas: Goal 1. Access; Goal 2. Student Success; Goal 3. Organizational Effectiveness; and Goal 4. Resources.

A question and answer session was conducted with respect to various components regarding the LACC Educational and Strategic Master Plan (ESMP) for 2014-20.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the Los Angeles City College Educational and Strategic Master Plan for 2014-20.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

College Planning and Institutional Effectiveness Reports

- Los Angeles City College

Documents entitled "Los Angeles City College Institutional Effectiveness Report to the Board of Trustees, February 25, 2015, Executive Summary" and "2014 LACC College Effectiveness Report" were distributed.

Ms. Martinez discussed the document with respect to the various components of the integration of the LACCD and LACC plans. She deferred to Dr. Pai who continued to

discuss the LACC number one issue and solutions regarding the large percentage of students that take more than six years to earn a degree, which are not recorded in the State's or the LACCD's completion rates.

A question and answer session was conducted with respect to various components regarding the LACC 2014 College Effectiveness Report.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the LACC 2014 College Effectiveness Report.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

- East Los Angeles College

Documents entitled "ELAC Institutional Effectiveness Report to the Board of Trustees, February 25, 2015, Executive Summary" and "ELAC College Effectiveness Report" were distributed.

Mr. Marvin Martinez introduced Mr. Alfred Gallenos, Research Analyst; Ms. Carol Kozeracki, Dean of Academic Affairs/Liberal Arts; and Ms. Amanda Ryan Romo, SLO Coordinator.

Mr. Martinez, Mr. Gallenos, and Ms. Kozeracki discussed the document with respect to the Alignment of the College and the LACCD Strategic Plans, Goal #1 and Goal #2 – Comparison of the College to the LACCD, and the College's Analysis and Response.

A question and answer session was conducted with respect to various components regarding the ELAC College Institutional Effectiveness Report.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the ELAC College Effectiveness Report.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

- Los Angeles Harbor College

Documents entitled "Institutional Effectiveness Report to the Board of Trustees, Los Angeles Harbor College, February 25, 2015" and "LAHC 2014 College Planning and Effectiveness Report, February 25, 2015" were distributed.

Dr. Otto W.K. Lee, President, Los Angeles Harbor College (LAHC), introduced Mr. Luis Rosas, Vice President, Academic Affairs, and Ms. Rhea Estuya, Research Analyst.

Dr. Lee and Mr. Rosas discussed the Alignment of the College's and LACCD Strategic Plans, Goal #1 and Goal #2 - Comparison of the College to the District and the College's Analysis and Response.

A question and answer session was conducted with respect to various components regarding the LAHC 2014 College Effectiveness Report

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the LAHC College Effectiveness Report.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

Accreditation Update

A document entitled "Accreditation Reporting Recap, 2012-2016" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs, and Institutional Effectiveness, gave a summary of the Accreditation Reporting for 2012-2016.

A question and answer session was conducted regarding the upcoming Spring 2016 Districtwide accreditation visit to all nine colleges and the Educational Services Center by visiting teams representing the Accrediting Commission for Community and Junior College (ACCJC).

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 2:08 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, March 25, 2015
11:30 a.m. – 1:00 p.m.**

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

Chair Eng called the meeting to order at 11:33 a.m.

PUBLIC SPEAKERS

None.

REPORTS

Los Angeles Harbor College Mission Statement Update

A document entitled "Los Angeles Harbor College Mission Statement Change, Executive Summary" was distributed.

Dr. Otto W.K. Lee, President, Los Angeles Harbor College (LAHC), discussed the document with respect to the new mission statement.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board the approval of the Los Angeles Harbor College Mission Statement.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

College Planning and institutional Effectiveness Reports

- Los Angeles Mission College

A document entitled "Los Angeles Mission College Institutional Effectiveness Report to the Board of Trustees" was distributed.

Chair Eng indicated that the Accrediting Commission for Community and Junior Colleges (ACCJC) requires that the colleges annually report their efforts to align the colleges and the Los Angeles Community College District's (LACCD) strategic plans. This regular review of key indicators of student success ensures that the colleges are making progress towards their goals.

Dr. Monte Perez, President, Los Angeles Mission College (LAMC), introduced Dr. Sarah Master, Dean, Institutional Effectiveness, who gave an overview of the LAMC Institutional Effectiveness Report with respect to the progress that has been made towards meeting the goals.

A question and answer session was conducted with respect to various components regarding the College Planning and Institutional Effectiveness Report for LAMC.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the College Planning and Institutional Effectiveness Report.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

- Los Angeles Pierce College

A document entitled "Los Angeles Pierce College Institutional Effectiveness Report to the Board of Trustees, March 25, 2015, Executive Summary" was distributed.

Dr. Kathleen F. Burke, President, Los Angeles Pierce College (LAPC), discussed the document with respect to LAPC responses and actions taken regarding the three weaknesses in the goals of the Alignment of the College's and District Strategic Plans.

A question and answer session was conducted with respect to various components regarding the College Planning and Institutional Effectiveness Report for LAPC.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the College Planning and Institutional Effectiveness Report.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

- Los Angeles Southwest College

A document entitled "Los Angeles Southwest College Institutional Effectiveness Report to the Board of Trustees, March 25, 2015, Executive Summary" was distributed.

Dr. Linda D. Rose, President, Los Angeles Southwest College (LASC), gave an overview of the presentation and introduced Mr. Phillip T. Briggs, Dean, Institutional Effectiveness.

Mr. Briggs discussed the document with respect to the alignment of the LASC and the LACCD Plans, the five measures for strengths, weaknesses, and the three measures that are on par with the LACCD.

A question and answer session was conducted with respect to various components regarding the College Planning and Institutional Effectiveness Report for LASC.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the College Planning and Institutional Effectiveness Report.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

Accreditation Update

A document entitled "Accreditation Update: Institutional Effectiveness Initiative" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs, and Institutional Effectiveness, discussed the document with respect to the purpose of the 2014-15 Higher Education Trailer Bill (SB 860), the Timeline of events, the Framework of indicators, Regional Implementation Training, Next Steps, and Conclusion.

A question and answer session was conducted regarding the 2014-15 Higher Education Trailer Bill (SB 860) process.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 1:01 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, April 29, 2015
1:00 p.m. – 2:00 p.m.**

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

Chair Eng called the meeting to order at 1:00 p.m.

PUBLIC SPEAKERS

Mr. Thomas J. Vessella, Faculty Member, Los Angeles Trade-Technical College, addressed the Board regarding the pending revisions to Board Rule 6200 Graduation Requirements.

Chair Eng requested that Chancellor Francisco C. Rodriguez directly address Mr. Vessella's concerns.

REPORTS

College Planning and Institutional Effectiveness Reports

There being no objection, Chair Eng took out of order Los Angeles Valley College presentation.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, indicated that the Accrediting Commission for Community and Junior Colleges (ACCJC) requires that the colleges annually report their efforts to align the colleges and the Los Angeles Community College District's (LACCD) strategic plans. This regular review of key indicators of student success ensures that the colleges are making progress towards their goals.

- Los Angeles Valley College

A document entitled "Institutional Effectiveness Report to the Board of Trustees, Los Angeles Valley College, April 29, 2015, Executive Summary" was distributed.

Dr. Erika A. Endrijonas, President, Los Angeles Valley College, introduced Ms. Michelle Fowles, Dean, Economic Development, who gave a PowerPoint presentation and discussed the document with respect to the progress that has been made towards meeting the goals. She explained the efforts the college has undertaken to ensure efficiency with respect to the decrease of cost per full-time equivalent students (FTES) while improving its performance relative to the increase trend for the LACCD.

A question and answer session was conducted with respect to various components regarding the College Planning and Institutional Effectiveness Report for LAVC.

- Los Angeles Trade-Technical College

A document entitled "Institutional Effectiveness Report to the Board of Trustees, Los Angeles Trade-Technical College, April 29, 2015, Executive Summary" was distributed.

Mr. Laurence B. Frank, President, Los Angeles Trade-Technical College (LATTC), introduced Ms. Leticia Barajas, Vice President, LATTC; Ms. Anna Badalyan, Dean; and Dr. Kaneesha Tarrant, Vice President, Student Services, LATTC . He discussed the document with respect to the LATTC Pathway for Academic, Career and Transfer Success (PACTS) in their efforts to promote student completions and success.

Ms. Barajas gave a PowerPoint presentation and discussed the College's Analysis for 2011-13 Indicators with respect to the four measures that they performed to evaluate LATTC that demonstrated no change, three measures for weaknesses/neutral, and ten improving measures relative to the LACCD baseline.

A question and answer session was conducted with respect to the LATTC certificate program as it relates to the certificate completion for 2013-14 that increased by 83 percent compared to 2011-12.

A question and answer session was conducted with respect to various components regarding the College Planning and Institutional Effectiveness Report for LATTC.

- West Los Angeles College

A document entitled "Institutional Effectiveness Report to the Board of Trustees, West Los Angeles College, April 29, 2015, Executive Summary" was distributed.

Ms. Phyllis Braxton, Vice President, Student Success, West Los Angeles College (WLAC) introduced Ms. Rebecca W. Tillberg, Dean, Research and Planning, and they gave a PowerPoint presentation and discussed the document with respect to the alignment of the college and the District's strategic plans, Goal 1. Access and Preparation for Success, and Goal 2. Teaching and Learning for Success.

A question and answer session was conducted with respect to various components regarding the College Planning and Institutional Effectiveness Report for WLAC.

Motion by Vice Chair Field, seconded by Member Moreno, to recommend to the full Board to accept the College Planning and Institutional Effectiveness Reports for LAVC, LATTC, and WLAC.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

Accreditation Update

A document entitled "Accreditation Update: District Level Accreditation Activities" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, indicated that the handout is a summary of the LACCD accreditation activities as of April 2015 to Spring of 2016, and that there will be a presentation at the Committee of the Whole regarding the accreditation activities.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 2:05 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, May 27, 2015
1:00 p.m. – 2:00 p.m.**

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

Chair Eng called the meeting to order at 1:00 p.m.

PUBLIC SPEAKERS

None.

REPORTS

Institutional Effectiveness Partnership Initiative: First-Year Goals

Documents entitled "Executive Summary, May 27, 2015, Report on First Year Goals for the Institutional Effectiveness Partnership Initiative", "Educational Programs and Institutional Effectiveness", and "Institutional Effectiveness Goals Framework: 2015-16" were distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, discussed SB 852 and SB 860 legislation with respect to the requirements imposed on the California community colleges as a condition for receipt of Student Success and Support Program (SSSP) funds. .

Ms. Kimble and Mr. Maury Pearl, Associate Vice Chancellor, Educational Services and Institutional Effectiveness Division, discussed the document with respect to the 2015-16 Institutional Effectiveness Goals Framework for the colleges regarding the Course Completion Rate Goals with respect to the percentages.

A question and answer session was conducted with respect to various components regarding the Institutional Effectiveness Goals Framework for all nine Colleges.

Motion by Vice Chair Field, seconded by Member Moreno, to accept the First Year Goals for the Institutional Effectiveness Partnership Initiative 2015-16, in order to comply with legislation as a condition for receipt of Student Success and Support Program (SSSP) funds.

APPROVED: 3 Ayes (Chair Eng, Vice Chair Field, and Member Moreno)

Update on District Student Survey: Results and Analysis

Documents entitled "Fall 2014 District Student Survey, Survey Results and Analysis", "Exhibit A, Statewide International Student Survey – 2015, Conducted by Los Angeles Community College District, Educational Programs and Institutional Effectiveness Division", and "Educational Programs and Institutional Effectiveness, Executive Summary, May 27, 2015, Results and Analysis of Fall 20-14 Student survey" were distributed.

Mr. Pearl discussed the document with respect to the process that was administered to survey students in 20 percent of sections at each college that included online courses. He continued to discuss the benefits of being able to disaggregate data

from the student survey for the Accrediting Commission for Community and Junior Colleges (ACCJC) accreditation standards and student learning outcomes (SLOs). He indicated that the Fall 2014 Student Survey and Fall 2014 Survey of Students in online courses are posted on the Institutional Research website.

A question and answer session was conducted with respect to various issues of concern regarding the negative results of the District student survey.

Chair Eng requested that staff provide a comparison report as far back as the data is available from previous District student surveys and that this item be brought back to the Committee for further discussion to address student concerns as a result of the survey with respect to the Board's goals.

Accreditation Update

A document entitled "LACCD Accreditation FAQ's" was distributed.

With respect to the Special Institutional Effectiveness & Student Success (IE & SSC) accreditation meetings that were held at the colleges that the ACCJC Accreditation Team visited in Fiscal Year 2014-15, Ms. Kimble inquired as to whether or not the new Committee members will continue with this practice.

Chair Eng responded that this practice should continue since the Committee's engagement with faculty and staff was successful in understanding the colleges' efforts in preparing for the accreditation site visits. He directed Ms. Kimble to start scheduling the Special IE & SSC accreditation meetings for Fiscal Year 2015-16.

Ms. Kimble indicated that she would begin scheduling the Special IE & SSC accreditation meetings at the colleges.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 2:07 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, June 24, 2015
12:45 p.m. – 1:45 p.m.**

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

Chair Eng called the meeting to order at 12:45 p.m.

PUBLIC SPEAKERS

None.

REPORTS

2015 LACCD Student Success Scorecard Preview (Exhibit A)

A document entitled "Exhibit A, Executive Summary, June 24, 2015" was distributed.

Chair Eng indicated that the Student Success Scorecard is the statewide accountability system for California community colleges, which the Board is required to review annually and adopt at a regular Board meeting. He indicated that there will be a full presentation sometime in August 2015 at a regularly scheduled Board meeting.

Mr. Maury Pearl, Associate Vice Chancellor, Educational Services and Institutional Effectiveness Division, discussed the document with respect to the LACCD Student Success Scorecard regarding the eight measures that assess outcomes vital to the charge of the community colleges.

With respect to setting institutional goals and standards to improve accountability in 2015-16, Chair Eng expressed his concern that only now has the State requested goals going forward; the LACCD is only now starting to prepare to identify goals when this should have been an ongoing function included in the Student Success Scorecards.

East Los Angeles College Mission Statement Revision (Exhibit B)

A document entitled "Executive Summary, Mission Statement Revision, East Los Angeles College" was distributed.

Dr. Ann Tomlinson, Vice President, Administrative Services, introduced Dr. Barbara Dunsheath, Accreditation Faculty Chair, and Mr. Ruben Arenas, Dean, Institutional Advancement, and discussed the document with respect to the East Los Angeles College new mission statement in response to the new accreditation standard.

A question and answer session was conducted regarding the ELAC updated Mission Statement.

Motion by Vice Chair Field, seconded by Chair Eng, to recommend to the full Board the approval of the East Los Angeles College Mission Statement.

APPROVED: 2 Ayes (Chair Eng and Vice Chair Field)

ABSENT: (Member Moreno)

Accreditation Update

A document entitled "Accreditation Update" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, gave a summary of the colleges reports, the Educational Services Center activities, and next steps in anticipation of the Accrediting Commission for Community and Junior Colleges (ACCJC) visits on March 7-10, 2016.

A question and answer session was conducted regarding the accreditation visits for the LACCD in March 2016.

Chair Eng expressed his appreciation to Vice Chair Field for her expertise and her contribution in the Institutional Effectiveness & Student Success Committee meetings. He discussed how she always expressed her gratitude at every meeting to the presenters for their participation and the materials they provided.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

None.

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, Chair Eng adjourned the meeting at 1:55 p.m.

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES - INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE
Educational Services Center
Board Room – First Floor
770 Wilshire Boulevard
Los Angeles, California 90017
Wednesday, September 16, 2015
3:00 p.m. – 4:45 p.m.**

Committee: Mike Fong, Chair; Andra Hoffman, Vice Chair; Nancy Pearlman, Member
Chair Fong called the meeting to order at 3:00 p.m.

PUBLIC SPEAKERS

None.

REPORTS

Annual Institutional Effectiveness & Student Success (IE&SS) Calendar

A document entitled "Institutional Effectiveness & Student Success (IE&SS) Committee Calendar (Draft), August 2015 – July 2016" was distributed.

Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness, gave a summary of the IE&SS Committee calendar for 2015-2016.

Revised Mission Statement – Los Angeles Mission College

A document entitled "Los Angeles Mission College, Mission Statement Change, Executive Summary, September 16, 2015" was distributed.

Dr. Monte E. Perez, President, Los Angeles Mission College (LAMC), discussed the document with respect to the new LAMC mission statement in response to the new accreditation standard.

A question and answer session was conducted regarding the LAMC updated Mission Statement.

Motion by Trustee Hoffman, seconded by Trustee Pearlman, to approve the LAMC Mission Statement.

APPROVED: 3 Ayes

Update on Student Success Initiatives and Measures

A document entitled "Student Success Initiatives California Community Colleges and LACCD" was distributed.

Ms. Kimble gave an overview of the presentation and deferred to Mr. Maury Pearl, Associate Vice Chancellor, Educational Services and Institutional Effectiveness Division.

Mr. Pearl discussed the document with respect to the State Student Success Initiatives, Student Success Scorecard, Student Success and Support Program, Student Equity Program, Institutional Effectiveness Partnership Initiative (IEPI), State IEPI Framework, IEPI Framework, District Student Success Initiatives, District

Strategic Plan, District Strategic Plan Goals, and Sample College Planning and Institutional Effectiveness Report.

A question and answer session was conducted regarding various components with respect to the student success initiatives and measures for the California Community Colleges and the Los Angeles Community College District (LACCD).

Accreditation Update

A document entitled "District Accreditation Update" was distributed.

Ms. Kimble discussed the updated LACCD timeline with respect to the LACCD accreditation reports, Institutional Effectiveness & Student Success Committee college site visits, activities/status and preparations. She continued to discuss the LACCD Accreditation 2016 newsletter and the draft Board of Trustees and Chancellor's Office Functional Area map.

A question and answer session was conducted regarding the various components with respect to the development of the Board of Trustees and Chancellor's Office Functional Area map.

FUTURE INSTITUTIONAL EFFECTIVENESS & STUDENT SUCCESS COMMITTEE MEETING DATES

October 21, 2015

NEW BUSINESS

None.

SUMMARY-NEXT MEETING

None.

ADJOURNMENT

There being no objection, the meeting was adjourned at 4:40 p.m.