

**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.