

**Los Angeles Community College District  
BOARD OF TRUSTEES  
SPECIAL MINUTES – INSTITUTIONAL EFFECTIVENESS  
& STUDENT SUCCESS COMMITTEE  
Los Angeles Trade-Technical College  
Juniper Hall, Room 501  
400 W. Washington Blvd.  
Los Angeles, CA 90015  
Friday, November 6, 2015  
11:00 a.m. – 12:30 p.m.**

Committee: Mike Fong, Chair; Andra Hoffman, Vice Chair; Nancy Pearlman, Member

Trustee Fong called the meeting to order at 11:05 a.m.

WELCOME AND INTRODUCTION OF KEY FACULTY AND STAFF

Mr. Laurence B. Frank, President, Los Angeles Trade-Technical College (LATTC), welcomed the Board members and the Los Angeles Community College District staff to LATTC. He introduced the following faculty and staff who were present at the Committee meeting: Dr. Adriana D. Barrera, Deputy Chancellor; Ms. Bobbi Kimble, Interim Vice Chancellor, Educational Programs and Institutional Effectiveness Division; Ms. Leticia Barajas, Vice President, Academic Affairs and Workforce Development; Dr. Mary Gallagher, Vice President, Administrative Services; Ms. Kaneesha Tarrant, Vice President, Student Services; Ms. Anna Badalyan, Dean, Institutional Effectiveness; Ms. Kenadi Le, Faculty Accreditation Coordinator; Ms. Alicia Rodriguez-Estrada, Campus Senate Representative; Mr. Martin Diaz, Campus Senate Representative; and Ms. Mercedes Gaitan, AFT Staff Guild Local 1521A.

PURPOSE OF THE MEETING

The purpose of the meeting is to review the LATTC Self-Evaluation Report and make a recommendation to the full Board for approval.

PUBLIC COMMENT

None.

REVIEW OF INSTITUTIONAL SELF-EVALUATION REPORT

Documents entitled "Los Angeles Trade-Technical College Executive Summary of Institutional Self-Evaluation Report" and "the Los Angeles Trade-Technical College Institutional Self-Evaluation Report/PowerPoint presentation" were distributed.

Ms. Leticia Barajas and Ms. Kenadi Le discussed the document and gave a PowerPoint presentation with respect to the process entailed in the preparation of the LATTC Self-Evaluation Report. The College identified two core areas for additional improvement: 1) Revision of the College Mission Statement to align with the Accrediting Commission for Community and Junior Colleges (ACCJC) standards, and 2) Further refining the quality and depth of outcomes assessment throughout the institution. These two areas were identified in the College's Quality Focus Essay.

## QUESTIONS AND ANSWERS

A question and answer session was conducted regarding the level of faculty involvement.

The Committee praised the College for the current and planned innovative focus and implementation of "Pathways to Career and Transfer Success" (PACTS) centered on student completion and success.

## SUMMARY STATEMENT ON MEETING

Trustees Fong, Hoffman, and Pearlman summarized the presentation and expressed the Committees approval of the LATTC Institutional Self-Evaluation Report.

There being no objections, the LATTC Institutional Self-Evaluation Report was accepted by the Committee with recommendation to the full Board.

## NEW BUSINESS

None.

## ADJOURNMENT

There being no objection, the Fong adjourned the meet at 12:35 p.m.