

**LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
PLANNING AND STUDENT SUCCESS COMMITTEE
Los Angeles Mission College
Campus Center – Room 1
13356 Eldridge Avenue
Sylmar, California 91342
Wednesday, September 23, 2009
9:30 – 10:00 a.m.**

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

Participants: Brenda Baity, ELAC; David Beaulieu, DAS; Kathleen Burke-Kelly, LATTG; A. Susan Carleo, LAVC; John Clerx, ESC; Gary Colombo, ESC; Karen Daar, ELAC; Larry Eisenberg, ESC; Carl Friedlander, Los Angeles College Faculty Guild; Camille Goulet, ESC; Karen Hoefel, LAMC; Brent Hurwitz, Build—LACCD; Joy McCaslin, Pierce College; Ernest Moreno, ELAC; Kimberly Perry, LACC; Linda Spink, LAHC; Judith Valles, LAMC; Tyree Wieder, ESC

Trustee Scott-Hayes called the meeting to order at 9:30 a.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

East Los Angeles College (ELAC) Accreditation Follow-up Report

A document entitled “A Follow-Up Report Presented to the Accrediting Commission for Community and Junior Colleges” was distributed.

Mr. Ernest Moreno deferred to Ms. Karen Daar.

Ms. Daar discussed the document with respect to the preparation and approval of the Mission Statement in response to the following recommendation:

Recommendation 1: The Team recommends that in order to meet the standards, the College ensure that the revised Mission Statement receive the Board approval.

Ms. Daar indicated that on May 13, 2009, the Los Angeles Community College District (LACCD) Board of Trustees voted unanimously to approve the East Los Angeles College Strategic Plan, including the revised Mission Statement.

Mr. Gary Colombo indicated that the Committee needs to recommend that the full Board approve the ELAC Accreditation Follow-up Report.

Motion by Trustee Mercer, seconded by Trustee Field, that the Committee recommends approval by the full Board regarding the ELAC Accreditation Follow-up Report.

Without objection, so ordered.

Process for Addressing District-Related Accreditation Recommendations

A document entitled “Los Angeles Community College District, District/College Functional Map” and a document entitled “District-Related Recommendations for Cityside Follow-Up Reports” were distributed.

Mr. Colombo discussed the documents with respect to the Functional Map revision process in response to the following District Recommendation 2 as follows:

District Recommendation 2: Board and Administrative Organization
The Accreditation Team recommends that in order to improve, both the District and the College need to evaluate the consistent adherence in practice to the recently developed delineation of operational responsibilities and functions.

Mr. Colombo discussed the following seven-step process for the revision of the current "Functional Map" to address District Recommendation 2 as follows:

- Step 1: Update District Office Service Outcomes
- Step 2: Update all Districtwide Committee Descriptions
- Step 3: Augment Sections on Districtwide Planning and Decision-Making
- Step 4: Survey District Office User Groups
- Step 5: Complete District Office User Satisfaction Surveys
- Step 6: Fall DAS Summit & AFT Chairs Retreat Surveys
- Step 7: Final Review of Revised Functional Map

District Recommendation 3: Board and Administrative Organization
To meet standards, develop and implement methods for the evaluation of role delineation and governance and decision-making structures and processes for the College and the District.

Mr. Colombo discussed the documents with respect to the following four-step process to assess the appropriateness of stakeholder role delineation involved in Districtwide consultation and governance processes as well as the overall effectiveness of these processes in response to District Recommendation 3. He indicated that the results of these assessments and surveys are expected to be presented to the Board of Trustees for review and approval in early 2010.

- Step 1: DAS Leadership Summit Survey on Districtwide Governance
- Step 2: Survey of Stakeholder Groups
- Step 3: Governance Committee Self-Evaluation
- Step 4: District Governance Assessment Report

Trustee Scott-Hayes recommended that the hours spent on each process/Step be documented and recorded on each Step outcome.

Process for Summative Evaluation of District Strategic Plan

A document (draft) entitled "Process for Summative Evaluation of District Strategic Plan" was distributed.

Mr. Colombo indicated that the District Strategic Plan is due for revision during the 2010-2011 academic year. He summarized the process with respect to assessing the progress made toward all planning goals and objectives, developing recommendations for continuing appropriate objectives and initiatives in the next planning cycle, and crafting a proposed process for engaging all LACCD stakeholders in the creation of a new District Strategic Plan under the direction of the District Planning Committee (DPC). He indicated that the DPC is expected to present its final "District Strategic Plan Assessment Report" to the Board of Trustees for review and action by the end of January 2010.

New Business

None.

ADJOURNMENT

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

Without objection, so ordered.

The meeting adjourned at 9:59 a.m.