

**LOS ANGELES COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
PLANNING AND STUDENT SUCCESS COMMITTEE  
Educational Service Center  
Board Room – First Floor  
770 Wilshire Boulevard  
Los Angeles, California 90017  
Wednesday, March 11, 2009  
1:00 – 1:30 p.m.**

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

Participants: Adriana Barrera, ESC; David Beaulieu, DAS; John Clerx, ESC; Gary Colombo, ESC; Marcy Drummond, LATTC; Marshall E. Drummond, ESC; Camille Goulet, ESC; Joy McCaslin, Pierce College; Mark Pracher, Pierce College; Donna-Mae Villanueva, Pierce College; Dorothy Tyus Rowe, ESC

Trustee Scott-Hayes called the meeting to order at 1:08 p.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

Accreditation Substantive Change Report Review

Mr. Gary Colombo indicated that Pierce College and Los Angeles Trade-Technical College (LATTC) will be presenting the Substantive Change Reports. He stated that the Accrediting Commission of Community and Junior Colleges (ACCJC) requires colleges to submit a Substantive Change Report whenever a college institutes an educational program or a new form of delivery of an educational program.

Pierce College

Copies of a document entitled "Substantive Change Proposal" were distributed.

Dr. Joy McCaslin introduced Ms. Donna-Mae Villanueva and Mr. Mark Pracher.

Ms. Villanueva summarized the contents of the Substantive Change Proposal with respect to Distance Learning Training, Curriculum Development Support, Resource Sharing, Library and Learning Resources, Student Support Services, Accessibility, and Infrastructure.

Mr. Pracher summarized the contents of the Substantive Change Proposal with respect to Assessment of Needs and Resources, Human Resources, Financial Resources, Physical Resources, and Processes.

Los Angeles Trade-Technical College

Copies of documents entitled "Substantive Change Proposal" and "Standards for Providing Quality Distance Education" were distributed.

Mr. Bradley Vaden summarized the contents of the Substantive Change Proposal with respect to degree programs that have reached the 50 percent threshold.

Ms. Marcy Drummond noted that LATTC has the capacity to offer the Liberal Arts degree program entirely online.

With respect to online courses, Trustee Field inquired if a different platform is being utilized for each institution.

Mr. David Beaulieu responded in the affirmative. He indicated that on May 8, 2009 there will be a Districtwide Distance Educational meeting at which there will be discussions regarding all the areas that need to be coordinated as a District, in particular the Distance Education Program.

Mr. Colombo distributed a document entitled "Towards a Framework for Analyzing Online Enrollment: Data from Online Instruction in the Los Angeles Community Colleges". He indicated that students enrolled in online classes are more likely to withdraw before the non-penalty drop date. Those who do remain are less likely to complete these courses successfully.

Mr. Colombo indicated that a statewide study is being conducted by the California Community Colleges Chancellor's Office on the reasons why students withdraw from online courses. He will follow up on the results of this study.

Motion by Trustee Field, seconded by Trustee Mercer, to recommend approval of the Substantive Change Proposal by the full Board at today's Board meeting.

Without objection, so ordered.

#### New Business

None.

#### ADJOURNMENT

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

*APPROVED: 3 Ayes*

The meeting adjourned at 1:32 p.m.