

**District Planning Committee
Minutes
March 5, 2008
LACCD Board Room**

Call to Order

1:40 pm

Approval of DPC Minutes for 1-23-08 Meeting

The minutes for 1-23-08 were approved. G. Colombo summarized the points of agreement that emerged from the committee's discussion of how to approach college reports on progress towards the goals of the District Strategic Plan. G. Prather provided an addendum to the enrollment projection: High school enrollment will continue to grow for two or three year and then will decline. There was discussion regarding whether the district would experience growth in enrollment caused by the "Tidal Wave II" demographic bulge. It was noted that the District Strategic Plan assumes no TWII phenomenon for the LA area and G. Prather emphasized that TWII is not expected to affect LA County.

ARCC AB 1417 Data Presentation

G. Colombo shared information regarding the CCLC "Fast Facts 2008" website, and noted that the colleges might use this information in their strategic planning efforts. He also noted that there will be an ARCC presentation to the Board of Trustees on April 9 that will discuss core indicators. By that time the colleges will have already reported their 500 word responses to the CCCCCO. G. Colombo will summarize the content of these reports at the time of the formal Board presentation. [This presentation has since been postponed and will be rescheduled for later in June.]

G. Prather announced that the state has changed the definition for the cohorts used to measure the Student Progress and Achievement Rate (SPAR). This has an effect on the outcomes for the 1998-1999 cohort. G. Prather stressed that the colleges should resist the temptation to overestimate the meaning of these results and should instead use caution when examining ARCC data. He agreed to bring an updated forecast of high school enrollment patterns to a future DPC meeting.

J. Clerx asked about coding of the courses used to calculate basic skills and ESL success and achievement. It was observed that that 80's series English courses at Valley, Pierce, and East might skew the data somewhat. D. Beaulieu noted that the sheriff's program at ELAC might also influence ARCC success and persistence rates. There are about 2,700 FTES between the fire and sheriff students at ELAC.

Core Indicator Presentation

E. Pai shared handouts of the district "Core Indicators" web site. In addition to the ARCC measures, the district has generated more student success and institutional effectiveness data measures in relation to the goals and objectives in the District Strategic Plan. These data are strategic and not operational, and thus are meant primarily to identify trends in critical measures of college effectiveness.

A number of Core Indicator measures were explored by the committee, including those for enrollment, persistence, in-course success rates, etc. The committee spent considerable time discussing the high school "Capture Rate" numbers included on the Core Indicator home page. It was noted that the term "vocational" in the Core Indicators should be replaced by "Career/Technical Education" and that, in the future, the "Cost/FTES" numbers should be adjusted for inflation. It was also noted that it might be interesting to include Distance Education enrollments in future iterations of the Core Indicators and that, ideally, in the future there should be "drill down" capability. E. Pai closed the discussion by announcing that the indicators would be placed on the Institutional Effectiveness website by the end of the week. They will also be shared with the Board of Trustees and college presidents later in the spring.

Process for Board Review of College & District-wide Progress on DSP Goals and Objectives

G. Colombo reported that he had received feedback on the design of the college reporting grid from a number of DPC members, including A. Barrera, R. Tillberg and R. Stein. As a result, the name of the instrument was changed to “College Self Inventory” and the preamble was detailed to clarify the purpose of the document in college reporting. It is now made clear that the “Self Inventory” is a compendium of *possible* responses to the District Strategic Plan, and not a listing of expected minimum responses. During the ensuing discussion, it was noted that the wording for the sections on Student Learning Outcomes should be parallel to the wording required by the accrediting commission as part of their annual report. (SLO coordinators suggested that the “#” for 3.1.5 and 3.1.6 should be changed to percentages. 3.1.4 should be changed to “What percentages of core competencies?”) There were also concerns about the choices of the words “improved” or “declined” for 3.1.8.

The following points were agreed on in relation to the topic of college reports to the Board of Trustees on their progress toward the District’s Strategic Planning goals and objectives:

- College reports to the Board will not begin until Fall 2008.
- Each college will report to the Board individually during the Board’s annual campus visit during a special 1 ½ hour “Committee of the Whole” morning session devoted to college effectiveness. It was felt that this would allow the Board to focus on college outcomes and to engage in a serious discussion of past and future college efforts.
- The College “Self Inventory” will be piloted before it is used in Fall 2008 to test its utility.
- The “Self Inventory” will be used in preparation for these presentations and made available to Board members. However, during the board reports each college will present its own strategic planning goals, indicate how they support those of the District and the CC System Plan, and examine current measures of institutional effectiveness.
- The dates of these college reports will be established in the summer when the Board adopts its calendar for 2008-9.

It was also suggested that there could be an extra column included in the “Self Inventory” documenting the link with college strategic goals and objectives. Before this approach to reporting is finalized, G. Colombo will take the proposal to the college presidents during a Chancellor’s Cabinet meeting.

District Strategic Plan Goal 3 Revision

G. Colombo presented a proposed revision of two objectives associated with District Strategic Plan goal #3. The proposed revision was:

Objective 3.3 Strengthen Educational Planning & Program Development
Strengthen educational master planning, program review, and viability processes across the District so that they 1) meet the documented workforce, technological, and educational needs of local communities; 2) involve objective, research-based assessments of program effectiveness; 3) include specific goals and action plans for program improvement; 4) and assure the vigorous development of new course and program offerings in high priority growth areas. ~~such as allied health care, educational services, environmental technologies, public utilities, culinary arts, and hospitality services, as deemed appropriate to the specific needs of each college’s service area.~~

~~**Objective 3.8 Launch a District wide “Innovation & Excellence Initiative”**
Launch a District wide initiative for identifying and mitigating the policy, bureaucratic, and contractual barriers that discourage innovation and excellence in all hiring and program development processes and make positive recommendations for spreading the spirit of innovation across the district.~~

Objective 3.8 Launch a Career Technical Education (CTE) Workforce Initiative

Support vigorous workforce development across the Los Angeles area by implementing new high-demand, high-wage, high-tech workforce and career-technical educational programs in emerging vocational fields, including, for example, environmentally sustainable technology, green construction and auto repair, logistics, allied health services, culinary arts, hospitality services, interactive media technologies, entertainment, etc.

It was agreed that the revised objectives for Goal #3 should also include the development of curriculum related to “sustainable technologies and environmental issues” in in the regular curriculum as well as through workforce development. This draft revision will be modified and revisited at the next DPC meeting.

LATTC Strategic Plan Presentation (M. Wheeler)

M. Wheeler shared with the committee an overview of LATTC’s strategic planning process. With the help of KH consultants, LATTC created a Steering Committee to guide the planning effort and worked primarily through its College Council and Leadership Team. In all, about 35 faculty and staff were actively involved. KH then helped the college prepare an “external” and “internal” scans that documented area industry patterns, emerging industries, student demographic trends, faculty & staff attitudes, etc. This led to a comprehensive SWOT of the college’s current strengths & weaknesses as well as the opportunities and threats it faces in the future. During a day-long planning retreat, the steering committee drafted new mission, vision, values and strategic priorities statements. Drafts of the new plan were circulated via email to all faculty, students and staff, and over 1,100 responses were recorded. The college’s new strategic priorities include the following:

1. Student Success
2. Growth
3. Community & Business Development
4. Organizational Development

All college goals correlate with District Strategic Planning goals and objectives. To follow up, the college will create “Action Teams” charged with implementing the plan.

District-wide “Framework for Program Review”

Incorporating input from several DPC members, a new draft of the “LACCD Framework for Program Review” was distributed and discussed. A new purpose is called out in this version: “To assure that program scheduling meets student needs.” This draft also treats programmatic effectiveness and equity separately from course-level effectiveness and equity. This draft will be reviewed again at the next DPC meeting.

Items for Next DPC Meeting

The next meeting dates are scheduled for April 2 and May 28. Colleges who are prepared to update the district regarding their education master plan can do so beginning on April 2.