

LACCD District Planning Committee

Minutes

June 6, 2007

Review of Minutes of 3/28/07 DPC Meeting

The minutes of the DPC meetings of 3/28/07 and 5/2/07 were reviewed and approved.

Review of Revised “Core Indicators of IE”

Committee members reviewed the revised set of Core Indicators of Institutional Effectiveness. A newly revised version will be reviewed at the next DPC.

Review of West Los Angeles College Ed Master Plan

Fran Leonard and Alice Taylor presented West LA’s Educational Master Plan to the committee for review. They explained that WLAC President Rocha had approached the Academic Senate in early spring with the request that the Senate’s Educational Policies and Standards Committee craft a new EMP by the end of the term. Because the last consultant-led EMP effort at West had resulted in a plan that was too complicated to implement—and because the college has spent the last two years assessing institutional strengths and weaknesses as part of its accreditation self study effort—President Rocha requested that the plan be brief and focused on action. The planning committee did some informal research on best practices at leading colleges, like La Guardia and other neighboring institutions, conducted a SWOT analysis, and examined West’s ARCC outcome data. Ultimately, the decision was made to structure the new EMP around the five major goals in the District Strategic Plan. The resulting “Educational Master Plan, 2008-2011” outlines the following four primary objectives:

1. Affirm institutional commitment to student learning.
2. Implement a comprehensive, integrated plan for an effective Basic Skills program for all WLAC students by 2010.
3. Build on our success in Vocational Education to improve the whole college.
4. Build upon and support WLAC’s diversified modes of instructional delivery.

Within the plan, each of these primary objectives is accompanied by a set of implementation strategies that are meant to guide college activities and initiatives during the next three years. In addition, the plan contains an additional “Supporting Objective” that outlines supplementary strategies addressing issues such as the need for additional research on student success measures, the need to clarify the program development process, and the need to assess facilities requirements for new programs. Finally, the West EMP is accompanied by a “Concordance of Objectives” that links college and district planning goals and a series of appendices that further detail the specific objectives contained in the plan. The WLAC Educational Policy and Standards Committee decided that outcome measures for the plan will be established at a later date. It was also agreed that specific details related to the plan’s implementation will be worked out by the college’s administration.

During the ensuing discussion, DPC committee members acknowledged that while the WLAC EMP contained little demand & outcomes data documenting the appropriateness and effectiveness of the college’s educational programs at this point, the document does directly address the college’s most pressing need at this point: to focus all campus constituencies on immediate action for institutional improvement in response to accreditation mandates. DPC committee members commended the plan’s emphasis on basic skills instruction and noted the usefulness of the “Concordance of Objectives. While some concern was expressed about the role of the administration in relation to plan implementation, it was made clear that the college President has vowed to work in close collaboration with the faculty and the Academic Senate on all EMP goals.

Discussion of EMP “Template”

Committee members next reviewed a draft Educational Master Plan “Template” that offers guidelines for the purpose and content of college EMP efforts. During the discussion of this draft document, the question arose about the ideal relation of educational and strategic planning. It was observed that, in an ideal world, EMP’s should

“drive” all other planning processes because they respond most directly to the college’s educational missions. In many cases, college strategic plans are, in fact, little more than “shell” or “umbrella” documents that synthesize or “house” EMPs and other non-academic institutional goals. It was generally agreed that EMPs should include “external scan” data in addition to internal SWOT analyses (stakeholder “gut-reaction” assessments of institutional strengths, weaknesses, opportunities and threats”). It was suggested that such external scan data might follow the “PEST” approach by documenting the “Political, Economic, Social, and Technological” opportunities and threats that are projected for the college to face in coming years. It was also agreed that the DPC would revisit this EMP template at future meetings to continue refining it.

CC Benefits Workshops

DPC members asked that the District organize regional workshops on the CC Benefits Strategic Planning resource during the later part of summer. It was recommended that the District Research Council be consulted on the structuring and program of these workshops.

Next Meeting and Assignments

It was agreed to meet next on Wednesday, August 1st. Future DPC meetings will be scheduled on Wednesdays between Board and District Budget Committee meetings.