

LACCD District Planning Committee

Minutes

September 26, 2007

Review of Minutes of 8/1/07 DPC Meeting

The minutes of the DPC meeting of 8/1/07 were reviewed and approved with the notation that the committee's recommendation for changing the membership of the DPC be forwarded to the DAS as well as to the Chancellor's Cabinet.

Accreditation Planning Rubric and Expectations

Committee members reviewed the "Rubric for Evaluating Institutional Effectiveness" that was recently issued by the ACCJC. It was noted that the Commission expects colleges to be at the "Sustainable Continuous Quality Improvement" level at this point for both program review and planning efforts. This means that program review and planning processes are on-going and deeply linked to all resource allocation and shared governance decision-making activities. It also means that "meta processes" are expected to exist for planning and program review improvement. The Commission currently expects colleges to be at the "Development" level in relation to Student Learning Outcomes implementation. This means that "authentic assessment strategies" have been established and that "existing organizational structures" support the SLO assessment effort. It is also expected that faculty participate actively and broadly in the SLO implementation and assessment process. It was noted that at the next level of the SLO rubric colleges will be expected to issue "Comprehensive assessment reports." Finally, it was noted that the ACCJC ultimately expects SLO assessment to be embedded in the program review process.

Student Survey Results

The Committee next reviewed results of the 2007 Student Survey. A number of observations were made during this review, including the following:

- More than 70 of students surveyed are either immigrants or the children of immigrants
- The majority work more than 20 hours per week
- More than 70% use computers at home on a regular basis
- Students appear to be most engaged with faculty at Trade Tech—probably due to the mentoring that occurs in vocational programs

G. Prather cautioned the committee that while it may be tempting to read a great deal into individual survey results, in most instances additional research may be required before solid conclusions can be drawn from survey data. He also noted that patterns of responses should be sought out to confirm trends in student responses. More focused survey reports may be forthcoming after the DRC has the opportunity to get feedback from college users.

Educational Master Plan Update

G. Colombo informed the Committee of the Cabinet's decision to authorize a brief update of all college Educational Master Plan goals and objectives in response to the Chancellor's request over the next six months. This update is meant to give the college the opportunity to do the following:

1. Adjust growth/access projections and goals in advance of any future bond effort;
2. Include recently identified emerging occupational fields as areas of potential program development;
3. Include Basic Skills Initiative goals and action plans currently under development;
4. Align educational goals with emerging trends in instructional technology, as documented in the Technology Strategic Assessment currently underway;

5. Align educational goals with District Strategic Planning goals for enhancing “Access,” “Student Success,” and “Academic Excellence” and ARCC/AB 1417 measures of institutional success.

G. Colombo informed the Committee that he would be working with G. Prather and the members of the DRC, LATTC VP of Academic Affairs M. Drummond, and Marcela Oliva to produce brief (3-4 page) “white paper” reports on emerging occupational programs across the District’s three primary regions.

During the ensuing discussion it was noted that Pierce College has already engaged a consultant to organize and lead the EMP update effort. It was also noted that most emerging Career/Technical employment areas are relatively well known, and that what is needed is more fine-grained information that offers the ability to “drill down” to specific businesses in college service areas. M. Oliva noted that the GIS mapping program she has been developing as part of her T-3 system offers this capability. She also offered to provide training to college researchers in the use of this system. Ultimately, it was agreed that colleges could begin the EMP update process by returning to their most recent program reviews and by consulting with department chairs about their sense of the need for new programs. It was agreed to move the deadline for the EMP update process to March 2008.

Program Review Review

The Committee agreed to devote approximately half of its next meeting to a review of Program Review best practices in the District. Kathleen Bimber and Karen Daar will be contacted to recap the presentation on program review that they recently offered at the DAS Fall Summit. Other colleges will be solicited to participate in this sharing of best practices as well. The purpose of this review will be to inform creation of a “template” that will guide district-wide program review efforts and to address weaknesses in current program review processes.

District Strategic Plan Goal & Objective Review

It was agreed to revisit the objectives associated with the District Strategic Plan 2006-2011. This review will be undertaken to further refine the objectives and to assure that the outcome measures are appropriate, particularly in light of the evolving “Core Indicators of Institutional Effectiveness.” During the ensuing discussion, questions were raised concerning the DPC’s role in relation to the DBC. It was suggested that as the DPC identifies actionable priorities and initiatives these should be forwarded to the DBC as funding priorities. It was agreed that the relationship of the DPC and DBC requires further definition.

Core Indicators

It was suggested that the Core Indicators might include a measure of effectiveness in the delivery of financial aid to students qualifying for financial assistance. Unfortunately, it was noted that it is not possible to identify, for certain, how many students actually qualify for financial assistance because this information is not normally provided.

Next Meeting

It was agreed to meet next on Wednesday, October 24th. At that time, the DPC will compare Program Review best practices and begin reviewing District Strategic Plan goals and objectives.