LACCD College Strategic Plan Self Inventory

2009-2010

This *Strategic Plan Self Inventory* is a follow up to a pilot undertaken by the colleges in 2008. It has been designed by the District Planning Committee to provide an indication of college achievements in relation to the 5 goals and 33 objectives established in the *District Strategic Plan, 2006-2011*. It is also meant to offer colleges the opportunity to collect and reflect on measures of success related to their own strategic goals and priorities. The results of the Self Inventory will be reported to the Board of Trustees during its annual Institutional Effectiveness review. Information provided by the Self Inventory will also be included in the "Institutional Effectiveness Report" for each college and will become part of the college's Strategic Plan report to the Board of Trustees.

Self Inventory Instructions:

Personnel associated with college strategic and educational planning efforts should meet with college Senior Staff and Senate Presidents to respond to the items in this survey. College teams should feel free to detail their responses or to offer additional information in the shaded boxes at the end of each section. Questions on the interpretation of prompts included in the Self Inventory should be forwarded to Maury Pearl, Interim Assoc. Vice Chancellor for Institutional Effectiveness:

pearlmy@email.laccd.edu

213-891-2115

Once completed, the survey should be forwarded via email to Maury Pearl by no later than Friday, March 25, 2011.

Thank you!

College Strategic Plan Self Inventory 2009-2010

Goal 1: *Access—Expand Educational Opportunity and Access*
Increase awareness of the educational opportunities available at LACCD colleges and expand access to vocational, transfer, basic skills, and life-long learning programs among all populations in the greater Los Angeles area, including those that have been traditionally underserved by institutions of higher education.

Objective 1.1 Institute a District-wide College Access Initiative	2008-9	2009-10
1.1.1 Number of FTEP dedicated to outreach		
1.1.2 Estimated college expenditures on outreach		
1.1.3 Number of schools served by college outreach staff		
1.1.4 Number of concurrent K-12 students enrolled by college		

Objective 1.2 Enhance Outreach to Under-served Populations

1.2.1 College has conducted outreach activities specifically targeting the following underserved populations:

1.2.2 College has developed specific support organizations (by name) for the following under-served populations:

Objective 1.3 Expand Early College Awareness	
1.3.1 Number of K-9 schools that hosted college "early awareness" outreach activities in 2009-10	
1.3.2 Number of parent information workshops and presentations staged by college outreach staff in 2009-10	

Objective 1.4 Increase Outreach Efforts to Disconnected Youth	
1.4.1 Number served by college CAHSEE program since its inception	
1.4.2 Number served by college CAHSEE program in 2009-10	
1.4.3 Number served by special programs targeting disconnected youth in 2009-10	
1.4.4 Number enrolled in college juvenile and criminal justice system programs in 2009-10	

Objective 1.5 Coordinate District and College Public Relations to Enhance District Image	2008-9	2009-10
1.5.1 Total college expenditures on advertising and public relations		
1.5.2 College advertises regularly on the web—beyond the college website (yes/no)		
1.5.3 Date of last update of college web homepage		

Objective 1.6 Explore the Creation of New Centers, Satellites, and Off-campus Locations.	2008-9	2009-10
1.6.1 Number of students enrolled at off-campus locations (excluding K-12 locations)		
1.6.2 College has reviewed demand data for new satellites and, if appropriate, is developing a proposal and plan for satellite creation (yes/no)		

Additional Activities/Comments (Optional):

Goal 2: *Success—Enhance all Measures of Student Success* *Help students identify and achieve their educational goals—including transfer to four-year institutions, job and career preparation and placement, basic skills improvement, and life-long learning.*	
Objective 2.1 Plan for Student Success	
2.1.1 College has integrated Student Success outcome measures in its strategic planning, educational planning, and program review processes (yes/no)	
2.1.2 College posts student success outcomes data on its website (yes/no)	
2.1.3 College faculty and staff meet at least monthly to discuss ways to improve student learning based success outcomes data (yes/no)	
Objective 2.2 Use Enrollment Management to Meet Student Needs	
2.2.1 College has an Enrollment Management Committee that makes recommendations on strategic issues related to schedule planning and tactical issues on section deletion/addition during active enrollment (yes/no)	
2.2.2 Program reviews incorporate analysis of course scheduling patterns & impact on student access (yes/no)	
Objective 2.3 Institute a District-wide Student Success Initiative	
2.3.1 Number of faculty, administrators and staff who serve on standing committees specifically dedicated to enhancing student success (Student Success Committee, Basic Skills Committee, Transfer Committee, etc.)	
2.3.2 Number of students enrolled in "Intro to College" or "College Success" <u>courses</u> in 2009-10	
2.3.3 Number of students enrolled in special cohort-based, first-year support <u>programs</u> (1st year academies, bridge to college, etc.) in 2009-10	
Objective 2.4 Re-Think Basic Mathematics & Language Arts Instruction	
2.4.1 Date of the last formal review and revision of the college's Basic Skills Action Plan	
Objective 2.5 Improve Equity Outcomes for All Students	
2.5.1 College formally reviewed all student success outcomes data by demographic group in 2009-10 for evidence of & took steps to mitigate disproportionate impact (yes/no)	
Objective 2.6 Expand Job Placement	
2.6.1 College has a permanent Job Placement Center that assists students in finding employment (yes/no)	
2.6.2 Number of students placed in jobs or internships after completing CTE programs in 2009-10 (yes/no)	
Objective 2.7 Use High Technology for Student Success	
2.7.1 College has deployed an interactive student portal (yes/no)	
2.7.2 College offers students degree audit (yes/no)	
2.7.3 Number of students with e-portfolios in 2009-10	
Additional Activities/Comments (Optional)	

Goal 3: *Excellence—Support Student Learning and Educational Excellence*

Place student learning at the center of all District endeavors by transforming LACCD colleges into vibrant learning communities that offer challenging, student-centered courses and programs taught in a variety of "state-of-the-art" modes of delivery by engaged, professional faculty who expect the best from themselves and from their students.

Objective 3.1 Implement and Use Student Learning Outcomes to Improve Instruction

3.1.1 College has established institutional level SLOs (yes/no)	
3.1.2 College has assessed institutional level SLOs (yes/no)	
3.1.3 Percent of courses with defined SLOs	
3.1.4 Percent of courses with SLOs that have been assessed	
3.1.5 Number of courses that have been changed as a result of assessment	
3.1.6 Percent of programs with SLOs	
3.1.7 Percent of programs with SLOs that have been assessed	
3.1.8 Number of programs that have been changed as a result of assessment	

Objective 3.2 Foster a District-wide Culture of Evidence: Create a culture of evidence and assessment that gives all administrators and faculty high quality, reliable, relevant and easily usable data so they can frame their own research agendas and make informed decisions about how to modify instructional, support, and administrative services to foster student success and educational excellence.

3.2.1 Number of FTEP in college Office of Research and Planning	
3.2.2 Date of publication of most recent College data book	
3.2.3 Date of last update of college core indicators data on IR or IE website	
3.2.4 Date of last formal assessment of faculty and administrative data/research needs	

Objective 3.3 Strengthen Educational Planning & Program Development

3.3.1 Percent of college programs completing latest 6-year program review cycle	
3.3.2 Date of last formal review and revision of college Ed Master Plan	
3.3.3 Number of new courses approved and offered during 2009-10	
3.3.4 Number of new CTE courses approved and offered during 2009-10	
3.3.5 Number of new CTE programs approved and offered during 2009-10	
3.3.6 Number of Viability Review studies undertaken in 2009-10	
3.3.7 Number of these studies resulting in program improvement, deletion, or creation	

Objective 3.4 Diversify Modes of Instructional Delivery	**2008-09**	**2009-10**
3.4.1 Number of sections of Distance Education offered		
3.4.2 Number of enrollments in Distance Education courses		
3.4.3 Number of degree programs (51% or more) offered online		
3.4.4 Number of hybrid sections offered		
3.4.5 Number enrolled in programs offering intensive alternative pathways to the degree (e.g. PACE, etc.)		

Objective 3.5 Focus Professional Development on Institutional Goals and Student Success

3.5.1 Date of last revision of the college's Professional Development Plan	
3.5.2 Number of faculty served by college's Teaching/Learning Resource Center in 2009-10	

Objective 3.6 Establish New & Part-Time Faculty Academies

3.6.1 Date of publication/revision of faculty handbook	
3.6.2 Number of probationary faculty participating in faculty academy or formal orientation during 2009-10	
3.6.3 Number of adjunct faculty participating in faculty academy or formal orientation during 2009-10	

Objective 3.7 Connect with Educational Partners

3.7.1 Number of high schools involved in formal partnerships in 2009-10 via grants or other special agreements and/or programs (not regular outreach activities)	
3.7.2 Number of 4-year institutions involved in formal partnerships in 2009-10 via grants or other special	

agreements and/or programs (not regular transfer recruitment activities)	
Objective 3.8 Support vigorous workforce development	
3.8.1 Number of CTE programs identified for possible development in current college Educational Master Plan	
3.8.2 Number of new high tech & "green" CTE courses approved and offered in 2009-10	
3.8.3 Number of new high tech & "green" CTE certificate/award programs approved and offered in 2009-10	
Additional Activities/Comments (Optional)	

Goal 4: Accountability—*Create A District-wide Culture of Service and Accountability*

Foster a culture of service and accountability across the District that maximizes the ability of our colleges to act as highly-effective and efficient independent entities while simultaneously capturing the benefits of being a large, multi-college district.

Objective 4.1 Develop a District-wide Culture of Planning and Accountability	
4.1.1 College has aligned the goals and objectives of its Strategic Plan with those of the State System and District Strategic Plans (yes/no)	
4.1.2 College has established clear measureable outcomes for the goals and objectives in its Strategic and Educational Master plans (yes/no)	
4.1.3 College has created and documented its process for assessing the effectiveness of its planning efforts (yes/no)	
4.1.4 Date of publication/revision of college Planning Handbook, including plans for evaluating all college plans	
4.1.5 Date of college's most recent "Institutional Effectiveness" presentation to the Board of Trustees	
Objective 4.2 Create a Culture of "Customer Service" Across the District	
4.2.1 Percent of all administrative units completing administrative program review in current cycle	
4.2.2 College has developed protocols establishing efficiency outcome measures and targets for customer service (form processing, phone call response, response to email inquiry, etc.) (yes/no)	
4.2.3 Number of administrative units conducting formal customer satisfaction surveys in 2009-10	
Objective 4.3 Professionalize Staff Development	
4.3.1 Number of staff involved in professional development activities to enhance skills and productivity in 2009-10	
4.3.2 Number of staff involved in cross-training in 2009-10	
Objective 4.4 Support the Development of Administrative Leadership	
(District Initiative)	
Objective 4.5 Improve all District-wide Administrative Systems	
4.5.1 Number of staff involved in professional development training on admin systems in 2009-10	
Objective 4.6 Improve District-wide Communications	
4.6.1 Number of regular "state of the college reports" published in 2009-10	
4.6.2 Date of last update of college home page	
4.6.3 Date or expected date of implementation of emergency notification technology for students and staff	
4.6.4 Target date for paperless operations	
Objective 4.7 Revisit Decentralization and the District Budget Allocation Model	
4.7.1 Total college debt carrying forward	

Additional Activities/Comments (Optional)

Goal 5: Collaboration & Resources—*Explore New Resources and External Partnerships*

Strengthen external partnerships at all levels in order to enhance political support for District initiatives, expand District financial resources, and improve District relationships with all communities in the greater Los Angeles area so that LACCD colleges can offer more responsive, relevant, and affordable educational programs and support services.

Objective 5.1 Collaborate with Community Partners to Leverage Resources	
5.1.1 Number of contract education enrollments in 2009-10	
5.1.2 a Number of current agreements, contracts, MOUs, etc. with *private partners* providing resources to the college	
5.1.2 b Brief description of each partnership above:	
5.1.3 a Number of current agreements, contracts, MOUs, etc. with *public partners* providing resources to the college	
5.1.3 b Brief description of each partnership above:	
5.1.4 a Number of current agreements, contracts, MOUs, etc. with *organized labor* providing resources to the college	
5.1.4 b Brief description of each partnership above:	

Objective 5.2 Support Student-Centered Legislation	
(District Initiative)	

Objective 5.3 Enhance District and College Foundations	2008-09	2009-10
5.3.1 College foundation ending balance		
5.3.2 Total of college foundation scholarships given		
5.3.3 Total number of students benefiting from college foundation scholarships		

Objective 5.4 Strengthen Support for Grants and External Funding	2008-09	2009-10
5.4.1 Total amount of grants applied for		
5.4.2 Total amount of grants awarded		

Objective 5.5 Identify Resources to Supplement College Master Plans	
5.5.1 Total amount secured in 2009-10 in state or federal (non-bond) funds to supplement current facilities master plans	
5.5.2 Total amount of additional funding secured through public/private partnerships in 2009-10	

Additional Activities/Comments (Optional)