

LOS MEDANOS  
COLLEGE

**College Assembly:**  
***ACCREDITATION UPDATE***

November 18, 2013

# Agenda

- Welcome
- Accreditation : Review & Reflection
- Previous Recommendations & Responses
- Key Findings from the Self-Evaluation Report
- Preview of Next Year
- Q&A

# Accreditation Review

- August 2012
  - Accreditation Steering Committee formed
  - Standards Committees formed
- October 2012
  - ACCJC Team Training
  - Accreditation Update (#1) at College Assembly
- February 2013: Accreditation Update (#2) at College Assembly
- April 2013
  - First draft of Self-Evaluation Report completed
  - Accreditation Update (#3) at College Assembly

# Accreditation Review

- June 2013 to August 2013: First draft of Self-Evaluation Report edited by Richard & Kiran
- August 2013: Data gathered by District Research Office
- September 2013: Results of Environmental Scan, SENSE , and CCSSE Surveys presented at College Assembly
- November 2013
  - Second draft completed
  - Accreditation Update (#4) at College Assembly

# Recommendations from 2008 Accreditation Visit

1. SLOs and Assessment
2. Brentwood Center Alignment
3. Professional Development

# SLOs and Assessment

## RECOMMENDATION #1:

“Although the college has made significant strides in developing institutional and program SLOs, the team found that approximately 75% of the college’s courses do not have student learning outcomes as part of the course outline of record.

Therefore, the team encourages the college to accomplish what it set out to do in **meeting its timeline for reaching in its course level SLOs by 2012**. Furthermore, ...

# SLOs and Assessment

## RECOMMENDATION #1: (continued)

...the team recommends that methods for assessing those SLOs and use the results of those assessments to improve student learning in all of its courses.”

*(Standards I.B.1, II.A.1a, II.A.1c., II.A.2.a, II.A.2.b, II.A.2.e, II.A.2.e, II.A.2.f, II.A.2.g, II.A.2.h, II.A.2.i, II.A.3, II.A.6, II.B.4, II.C.1.a, II.C.2, II.A.1.c)*

# SLOs and Assessment

## RESPONSE #1:

- Remember the thermometer? We did it! Now we just have to keep it at 100%.
- BRIC Initiative (“Bridging Research Information & Culture” )
- Revised SLO Assessment process
- “Close the Loop”
- How to demonstrate this to ACCJC



## RECOMMENDATION #2:

“The team recommends that the college develop mechanisms to ensure the **closer alignment** of the Brentwood Center with college **operations, services, and practices.**”

*(Standards II.B.3.a, II.C.1.c, III.C.1.c, and IV.A.1)*

## **RESPONSE #2:**

- Restructured management responsibilities for the Center
- Restructured staffing
- Increased student services
- Increased full-time faculty presence

## RECOMMENDATION #3:

“In order to increase effectiveness and respond fully to the previous team recommendation, the team recommends the college implement an integrated professional development plan to ensure employees have regular structured trainings on information technology and instructional design.”

*(Standard III.C.1.d)*

## **RESPONSE #3:**

- Formation of PDAC
- Technology workshops, trainings, and resources
- Distance Education - best practices in pedagogy
- Continuous improvements

# ACCJC Standards

- I. Institutional Mission and Effectiveness
- II. Student Learning Programs and Services
- III. Resources
- IV. Leadership and Governance

# Findings from Self-Evaluation

(by Standard)

1. Meets the Standard
2. Improvements in progress
3. Potential “Actionable Improvement Plan(s)”

# Institutional Mission & Effectiveness (I)

## **LMC MEETS THE STANDARD BY:**

- Communicating the mission of the college internally and externally
- Offering programs and services aligned with our mission, goals, and student population
- Demonstrating our commitment to achieving student learning through collaboration, communication, and engagement
- Continuously improving institutional effectiveness and allocation of resources
- Implementing broad-based planning and decision making processes

# Institutional Mission & Effectiveness (I)

## IMPROVEMENTS IN PROGRESS:

- Establishing a regular cycle to periodically review the LMC Mission Statement
- Establishing college protocols for governance committees to communicate information internally and externally
- Establishing “institution-set standards” of student achievement for all programs



# Institutional Mission & Effectiveness (I)

## POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:

- Develop a Distance Education policy
- Design and implement a sustainable and scalable peer review process for Program Review

## LMC MEETS THE STANDARD BY:

- Improvements in completion – Eleven AA-T and AS-T degrees have been approved by the CCCC
- LMC has just reviewed and updated the GE philosophy, which will be included in the 2014-15 catalog
- Program-level SLOs for career programs are established with input from advisory boards
- Assessment results have been incorporated into program review and are integrated into the Resource Allocation Process

## IMPROVEMENTS IN PROGRESS:

- GE institutional-level and program-level SLOs are being assessed
- Establishing “institution-set standards” of student achievement for all programs

## **POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:**

- Develop a Distance Education policy
- Assess all GE, Program, and Course-level Student Learning Outcomes and use the results for continuous improvement
- Implement an electronic documentation and tracking system for assessment

## LMC MEETS THE STANDARD BY:

- Facilitating broad discussions about student access, progress, learning and success
- Gathering student input/feedback to improve services
- Implementing assessment of student learning outcomes, contributing to improvement of services

## IMPROVEMENTS IN PROGRESS:

- A survey will be developed to evaluate service delivery to students taking Distance Education classes

## **POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:**

- Develop a model for the delivery of mandatory counseling/advising/educational planning services

# Library & Learning Support Services (IIC)

## **LMC MEETS THE STANDARD BY PROVIDING:**

- Depth and breadth of library collection
- Customized variety of library instruction
- Center for Academic Support tutoring support
- Computer Labs serving students across the college
- Centralized open lab serving students across all programs



# Library & Learning Support Services (IIC)

## **IMPROVEMENTS IN PROGRESS:**

- None

# Library & Learning Support Services (IIC)

## **POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:**

- Develop a comprehensive Technology Plan

# Human Resources (IIIA)

## **LMC MEETS THE STANDARD BY:**

- Assuring quality and consistency in hiring practices
- Attracting and employing quality personnel in accordance with the 2013 Uniform Employment Selection Guide
- Promoting diversity and equity through new course offerings and committees (such as IDEA)

# Human Resources (IIIA)

## **IMPROVEMENTS IN PROGRESS:**

- Timely completion of Manager/ Supervisor evaluations, consistent with the revised process implemented in July 2012

# Human Resources (IIIA)

## **POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:**

- Disseminate guidelines and conduct training for all employees involved in the hiring of managers, faculty, and classified employees

# Physical Resources (IIIB)

## **LMC MEETS THE STANDARD:**

- New buildings and significant retrofitting of older buildings on campus with bond and college funds
- Brentwood received formal Center status in Spring 2012

## **IMPROVEMENTS IN PROGRESS:**

- Student Services Center remodel
- Science Lab project underway at Brentwood Center

# Physical Resources (IIIB)

## **POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:**

- Address the long-term issue of “total cost of ownership” of the new buildings and the expanded Brentwood Center



## **LMC MEETS THE STANDARD BY:**

- Implementing processes and procedures for technology-related purchases, and offering expanded technology-related training
- Incorporating technology planning into Program Review and the Resource Allocation Process

## **IMPROVEMENTS IN PROGRESS:**

- Infrastructure upgrade
- Annual review of the implementation grid of the District Technology Strategic Plan

## **POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:**

- Develop a comprehensive Technology Plan

# Fiscal Resources (IID)

## LMC MEETS THE STANDARD BY:

- Maintaining a 1% reserve in accordance with District Business Procedure 18.01
- Implementing the new financial allocation model (SB361), intended to provide the colleges greater autonomy in managing fiscal resources and establishing priorities to meet their respective mission and goals

# Fiscal Resources (IIID)

## IMPROVEMENTS IN PROGRESS:

- None

# Fiscal Resources (IIID)

## POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:

- None

## **LMC MEETS THE STANDARD BY:**

- Establishing a shared governance model – with a continuous cycle of improvement
- Establishing 7 effective shared governance committees (IDEA, Planning, PDAC, TLC, TAG, Safety, and Sustainability)
- Offering leadership development through LMC's Leadership Academy and the District's Leadership Institute
- Demonstrating honesty and integrity in relationship with ACCJC, program-specific accrediting agencies, and grant-funding agencies

## IMPROVEMENTS IN PROGRESS:

- Standardize shared governance minutes and agendas
- Promote opportunities for student participation on shared governance committees
- Conduct regular professional development activities to promote leadership and participation in shared governance
- ~~Post LMC data on college and district research web-sites (done!)~~
- Improve SGC communications
- Shared governance committees' evaluations, self-evaluations, and related communications



## POTENTIAL “ACTIONABLE IMPROVEMENT PLAN(S)”:

- None

# Potential Actionable Improvement Plans

## SUMMARY:

1. Develop a Distance Education policy. (I, IIA)
2. Design and implement a sustainable and scalable peer review process of Program Review. (I)
3. Develop a comprehensive Technology Plan. (IIC, IIC)
4. Assess all GE, Program, and Course-level SLOs and use the results for continuous improvement. (IIA)
5. Implement an electronic documentation and tracking system for assessment. (IIA)

# Potential Actionable Improvement Plans

6. Develop a model for the delivery of mandatory counseling/advising/educational planning services. (IIB)
7. Address the long-term issue of “total cost of ownership” of the new buildings and the expanded Brentwood Center. (IIIB)
8. Disseminate guidelines and conduct training for all employees involved in the hiring of managers, faculty, and classified employees. (IIIA)

# Preview of the Year Ahead

- November 2013
  - Second draft of Self-Evaluation Report completed
- November 2013 to January 2014: Editing of second draft
- February 2014
  - College-wide review of Self-Evaluation Report
  - Standards Committees complete final draft
- March 2014: Final editing
- April/May 2014: Review and approval by Senates and SGC
- May 2014: Production of the final document
- June 2014: Review and approval by Governing Board
- **Late September/Early October 2014: ACCJC Team Visit**

# Be Involved!

- Read sections of the draft and provide feedback to the co-chairs
- Become knowledgeable about areas of the Standards that address your work at the college
- Assess/use the results to make improvements – then re-assess
- Educate students about Student Learning Outcomes – they are expected to know what SLOs are!
- Develop a department/unit portfolio – make it a habit to collect evidence to document your work throughout the year

Comments?

Questions?