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Curriculum/Academic Standards
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Ross Stevenson
Career Technical Education and
Physical Education

Patrick Walton
Associate Dean of Student Services

Vacant
Associate Dean of Instructional
Services

Academic Planning Committee Minutes

Monday October 29, 2012
2:30 pm

The meeting was called to Order at 3:05 by Vice-President Sue Mouck

Members Present:

Cheryl Aschenbach
Colleen Baker
Alison Somerville
Ross Stevenson
Patrick Walton

Members Absent:

Carie Camacho
Fran Oberg

The Lassen Community College District Key Performance Indicator Annual Report 2011-2012 was presented as a starting point for the development of the Key Performance Indicators for 2012-2013. The attendees were reminded that the KPIs are the college's mechanism used to measure progress on obtaining adopted strategic goals. The revised Strategic Plan adopted August 2012 reduced the number of strategic goals from six to four and revised the remaining goals requires that the previous KPI's be revisited. The committee reviewed the annual report making suggestions for revisions and deletions to existing KPI's. The results are attached.

The next meeting of the Academic Planning Committee is scheduled for Monday, November 26, 2012 at 2:30 pm in the Administrative Conference Room, when the committee will consideration further revisions to the Key Performance Indicators at the next meeting.

The meeting adjourned at 4:05 pm



Strategic Goal #1 –Institutional Effectiveness:

Provide the governance, leadership, integrated planning and accountability structures, and processes to effectively support the learning environment, while ensuring responsible stewardship of public trust and resources.

1.1 Enhance the Organizational Function through Systematic Evaluation, Revision and Implementation of Institutional Processes

1.1.1 Improve institutional planning processes through evaluation, revision and implementation

Target: By 2017, the institution will have completed ten cycles of evaluation, modification and implementation of the institutional integrated planning and budget allocation processes.

1.1.2 Improve institutional shared governance processes through evaluation, revision and implementation

Target: By 2017, the institution will have completed ten cycles of evaluation, modification and implementation of the shared governance structure and processes.

1.1.3 Improve program review processes through evaluation, revision and implementation

Target: By 2016, the institution will have completed three cycles of evaluation, modification and implementation of the institution’s program review processes.

1.2 Enhance the Organizational Function through Completion of Program Review

1.2.1 Improve non-instructional program review linked to integrated institutional planning

Target: By 2014, all non-instructional areas will have completed one cycle of program review linked to institutional planning.

1.2.2 Improve instructional program review linked to integrated institutional planning

Target: By 2014, all instructional areas will have completed two cycles of program review linked to institutional planning.

1.3 Enhance the Organization Function through Tracking Progress on Objectives and Strategies fro Strategic Goals

1.3.1 Track and Communicate Progress through completion and publication of evaluation matrices

Target: By 2014, the institutional will have provided six annual reports on progress on objectives and strategies towards strategic goal to the institution, board and community.

Strategic Goal #2 –Learning Opportunities:

Provide an array of rigorous academic programs delivered via a variety of modalities that promote student learning and meet the needs of the local and global community.

2.1 Revisions to Programs/Certificates/Degrees to meet transfer and career technical demand

2.1.1 Increase Student Access by providing courses through a variety of delivery modalities.

Target: Increase the ratio of sections available by non-traditional delivery each year up to 45% of total sections

2.1.2 Increase/Monitor Distribution of GE Offerings in Non-traditional sections – Online Courses “9 to 90” Initiative in Progress

Target: By 2014, at least one course from each of the five CSU GE areas will be offered online each semester

2.1.3 Increase Number of Associate Degrees for Transfer

Target: By 2014, 100% of the transfer degrees offered in 2011 have will been converted to associate degrees for transfer.

Strategic Goal #3 –Resource Management:

Manage human, physical, technological and financial resources to sustain fiscal stability and to effectively support the learning.

3.1. Manage Human Resources

3.1.1. Professional Development

3.2. Manage Technological Resources

3.2.1 Increase technology in the classroom

3.2.2 Increase number of online services provided by the college

3.3. Manage Physical Resources

3.4. Manage Financial Resources

3.4.1. Improve efficiency by increasing course fill rates

3.4.2. Maintain LCC CAP at about 1807 FTES

Strategic Goal #4 –Student Success:

Provide a college environment that reaches-out-to and supports students, minimizes barriers, and increases opportunity and success through access and retention to enable student attainment of educational goals including completion of degrees and certificates, transfer, job placement and advancement, improvement of basic skills, and self development through lifelong learning.

4.1 Improve Student Success in Basic Skills Coursework

4.1.1 Improve Basic Skills Completion and Course Improvement Performance Target:

Target: Improve the basic skills completion rate by 0.5% over the previous year

4.1.2. Improve Student Retention and Success in Basic Skills Coursework:

Target: By 2015, improve the retention rate to 75% and the success rate in individual basic skills courses to 65% or better.

4.2 Improve Collegiate Student Success

4.2.1 Improve the Number of Students with Identified Education Goal:

Target: By 2016, 60% of full-time students will have completed an Education Plan by the end of their first year.

4.2.2. Increase Number of Degrees and Certificates Awarded:

Target: By 2016, increase the ratio of degrees and certificates awarded (proportionate to enrollment) to the State average or above.

4.3 Improve Student Success in courses offered via non-traditional delivery modalities

4.3.1 Improve Student Success in Online Courses

Target: By 2016, student success in online sections will be within 10% of the student success seen in the same

courses offered via traditional face-to-face delivery

4.4 Improve Vocational Program Student Success

4.4.1 Improve Vocational Program Completion Rate

Target: By 2016, achieve a completion rate of 75% within each vocational program

4.4.2 Vocational Nursing Program Student Licensure Pass Rate

Target: Each year achieve a licensure pass rate equal to or exceeding the State average.

4.5 Improve Transfer Rate to California State Universities