LAMC ACTIONABLE IMPROVEMENT PLANS

STANDARD I: MISSION AND INSTITUTIONAL EFFECTIVENESS

1. The College will clarify the linkage between District and College planning and provide faculty, staff, and students a clear understanding of those linkages and how they impact LAMC’s planning processes that support student learning and institutional improvement. This information will be disseminated by the President’s Office by summer 2014 through a new monthly newsletter, town hall meetings, Web site information, and e-mail communications.

2. By spring 2014, College Council will utilize the newly established Program Review Oversight Committee to ensure standardization and evaluate the effectiveness of the Program Review process across all campus divisions.

STANDARD II.A: INSTRUCTIONAL PROGRAMS

3. By fall 2013, the SLO Coordinator will work with the Academic, Student Service, and Administrative units to further identify achievement gaps, identify appropriate assessment measures, and implement improvements to assure quality instructional programs in support of student learning.

4. By spring 2014, the Vice President of Academic Affairs, Dean Institutional Effectiveness, Associate Dean of Career Technical Education and Workforce Development, Educational Planning Committee, and Strategic Enrollment Management Committee will identify barriers to completion and develop strategies to decrease the amount of time it takes LAMC students to complete certificates of achievement.

5. By spring 2014, the Transfer Center Counselor Coordinator will collaborate with the Counseling Department and Dean of Student Services to develop an operational plan to increase awareness and utilization of the Transfer and Career Center.

6. The College will review the viability of the PACE program by June 30, 2013 and will issue a report with recommendations to the Educational Planning Committee, Office of Academic Affairs, Academic Senate, and College President.

7. The Educational Planning Committee will review the Program Viability process during the academic year 2012-2013 and make recommendations for improvement to the Academic Senate.
**STANDARD II.B: STUDENT SUPPORT SERVICES**

8. The Student Support Services Committee in consultation with the District will develop a plan to increase LAMC’s Web site accessibility to persons with disabilities by mid-spring 2014.

9. By mid-spring 2013, the Vice President of Student Services, in conjunction with Administrative Services, Academic Affairs, and the ASO Advisor, will conduct meetings once a semester to clarify, disseminate, and provide training for club advisors, faculty, staff, and students on guidelines, policies, and procedures for scheduling events.

10. The Counseling Department in collaboration with Academic Affairs will review the Discipline Advisor Program to enhance the advising services the College provides to its students by spring 2014.

11. The Professional and Staff Development Committee will partner with the Associated Students Organization (ASO) to develop a series of diversity activities for the College to be implemented in the 2013 – 2014 academic year.

12. By spring 2014, the Vice President of Student Services in collaboration with Academic Affairs and faculty will develop practices to improve student performance in assessment by providing assessment preparation and orientation.

13. By spring 2013, the Vice President of Student Services and appropriate staff will address all audit findings by developing and implementing a Corrective Action Plan.

**STANDARD II.C: LIBRARY AND LEARNING RESOURCES**

14. The College will seek funding to modernize and expand the Library and address immediate needs as defined in the 2013 Library Program Review by spring 2014.

15. The Library will seek funding to create a laptop lending program to expand access of library resources by spring 2014.

16. The Dean of Academic Affairs and Vice President of Student Services will review learning support services throughout the campus and develop a plan to improve efficiency of services by spring 2014.

17. By fall 2014, Student Services in collaboration with Academic Affairs will develop a holistic approach for Student Success using resources such as tutoring, supplemental instruction, basic skills development, childcare, and work placement.

18. The College will establish a Library Computer Lab within the library for information competency workshops and library research orientations by fall 2013.
19. The College will implement a preventive maintenance plan for the Library and LRC building to correct reoccurring drainage problems by summer 2013. (Moved from Standard IIC)

STANDARD III.B: FACILITIES

20. The Facilities Planning Committee and College Council will ensure that all constituent groups are familiar with the progress of the Facilities Master Plan by providing regular updates to the campus community by spring 2013.

STANDARD III.C: TECHNOLOGY

21. The Vice President Administrative Services and College IT Manager will develop a plan by spring 2014 to identify funding for ongoing operational support needs for existing and new technology projects.

22. Technology Committee Co-Chairs will propose an assessment plan and approval process for all long-term technology projects by fall 2013.

STANDARD IV: LEADERSHIP AND GOVERNANCE

23. The College will use various methods to improve collegiality, campus climate, and effective communication, such as diversity workshops, facilitation for specific departments/areas, and leadership meetings by spring 2014.

24. The College will work with the ASO leadership to encourage and ensure student representation on all shared governance committees by spring 2014.

25. The Student Support Services Committee, College Council, and ASO will collaborate in efforts to conduct various workshops on an ongoing basis to improve student awareness of College governance, the Brown Act, and the Student Code of Conduct by fall 2013.