

MEMORANDUM

TO: Members of the Board of Trustees and the LBCCD Community

FROM: Douglas W. Otto and Eloy O. Oakley

RE: Board of Trustees' Goals for 2007-2009

DATE: May 8, 2007

The attached Board of Trustees' Goals for 2007-2009 are an outgrowth of the Board of Trustees' retreat on March 23 and 24, 2007, and subsequent comments by and conversations with all Board of Trustees members and various members of the LBCCD administration and staff. Superintendent-President Oakley and I have worked hard over many hours to develop these goals to guide the Board of Trustees through the next two academic years. These goals reflect a commitment to transparency and accountability, and send a message that the identified goals are important to the Board of Trustees to ensure the success of the LBCCD.

The goals are organized under three subheadings:

1. MEASURE AND IMPROVE STUDENT SUCCESS
2. MEASURE AND IMPROVE FISCAL INFRASTRUCTURE STABILITY
3. IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY

A number of specific goals are then set forth under each of these subheadings. Each sets forth an individual goal with timelines, performance measures, and deadlines by which progress towards the goal should be assessed. The goals in their entirety set forth the workload for the Board of Trustees over the next two academic years.

Thank you for your work and insight in bringing this newly articulated direction to the LBCCD.

BOARD OF TRUSTEES GOALS
2007–2009

1. MEASURE AND IMPROVE STUDENT SUCCESS

- A. Ensure that a college readiness (basic skills) program with timelines and performance measures is presented by Fall 2007, and monitor the program bi-annually
- B. Monitor implementation strategies and their results to improve LBCCD's standing on the ARCC student success measurements including results by ethnicity bi-annually
- C. Review a report with an action plan that assess the effectiveness of student support services and its relationship to the LBCCD mission by Spring 2008
- D. Review progress on the LBCCD's Learning Outcomes Assessment Plan, including timelines and measurement criteria annually, concurrent with the Annual Accreditation Report in the Spring semester
- E. Review a report on LBCCD's transfer success programs such as the Honor's Program to ensure that the needs of transfer oriented students are being met by Spring 2008
- F. Review a report by Fall 2007 on the effectiveness of LBCCD Career Technical Education programs with an action plan and timeline to increase their effectiveness and alignment with the workforce needs of the region

2. MEASURE AND IMPROVE FISCAL AND INFRASTRUCTURE STABILITY

- A. Adopt Board budget guidelines that include:
 - a balanced General Fund budget
 - a 5.0% General Fund reserve
 - a sound reserve for retiree benefits
 - a sound reserve for increased facilities maintenance
 - a sound reserve for technology replacement and support
- B. Review technology plans with timelines and budgets for:
 - administrative support
 - instructional and student support services
- C. Adopt a revised Facilities Master Plan and assess the need for, and if necessary, adopt a General Obligation Bond Extension Plan
- D. Continue to monitor progress toward goals of the Enrollment Management Program, including:
 - enrollment goals
 - recruitment and retention
 - marketing and branding
 - scheduling and curriculum alignment
 - a review of the matriculation process and identification of institutional barriers to matriculation

Board of Trustees Goals 2007-2009 (cont.)

3. IMPROVE ORGANIZATIONAL FUNCTION AND CREATE A GREATER SENSE OF COMMUNITY

- A. Review a revised Administrative Organizational Chart by July 31, 2007
- B. Hire VP of Academic Affairs and VP of Administrative Services by September 1, 2007
- C. Review a professional development plan for all faculty and staff with funding strategies and implementation timeline by December 31, 2007
- D. Support the development of a streamlined decision-making and governance structure by Fall 2008
- E. Require and review a diversity plan with the goal of improving the proportional ethnic and gender representation of faculty and staff relative to the proportions in the LBCCD community with timelines and annual benchmarks by Spring 2008
- F. Ensure opportunities for all stakeholders to participate in accreditation self-study and approve a plan for addressing recommendations of the visiting team no later than three-months after the accrediting commission issues its final report and recommendations
- G. Support the development of student leadership by requiring and reviewing an annual ASB Strategic Plan
- H. Develop a plan by August 1, 2007 that expands and enhances opportunities for the Board of Trustees to raise the profile of the LBCCD in the broader community
- I. Communicate and operate with an appropriate consciousness of student interest