

Standard One: Institutional Mission

The institution has a statement of mission that defines the institution, its educational purposes, its students, and its place in the higher education community.

1. *The institution has a statement of mission, adopted by the governing board, which identifies the broad-based educational purposes it seeks to achieve.*

Descriptive Summary

The nine-campus Los Angeles Community College District (LACCD) Board of Trustees developed and adopted a district mission, vision, and goals statement on December 15, 1999 (Doc. 1.1). It is published in the District Board Rules and reads as follows:

“The mission of the Los Angeles Community Colleges is to provide comprehensive lower-division general education, occupational education, transfer education, transitional education, counseling and guidance, community services, and continuing education programs which are appropriate to the communities served and which meet the changing needs of students for academic and occupational preparation, citizenship, and cultural understanding.

In pursuit of this mission, we endeavor to:

- promote equal opportunity for participation; maintain appropriate standards for academic achievement;
- provide an educational environment which meets the needs of students with varied learning skills;
- provide support services which contribute to instructional effectiveness and student success;
- affirm the importance of multi-cultural, international, and inter-cultural collegiate experiences that foster individual and group understanding;
- manage effectively educational and financial resources.”

The Los Angeles Trade-Technical-College (LATTC) mission statement was reviewed, revised and approved during the 2001 academic year. The revised mission statement was approved by the campus Planning and Advisory Committee (PAC) on November 26, 2001. College mission statements are officially recognized through board adoption. The LACCD Board of Trustees officially approved it on December 5, 2001. The revised mission statement contains a broader base of educational purposes and an enhanced definition of students to be served.

The revised college mission statement reads as follows:

“Los Angeles Trade-Technical-College is a comprehensive, public community college offering learner centered associate degree and certificate programs to students who reflect the global diversity of Los Angeles region. The college offers a unique education that fosters creativity, critical thinking, and applied learning experiences. Our programs are rigorous, technologically current, and designed to promote student success in:

- *vocational/technical education*
- *career and workforce advancement*
- *university transfer*
- *life-long learning, and*
- *participation in our democratic society.*

The college partners with all sectors of the community to ensure that our programs are relevant, provide service learning opportunities, and develop leadership that strengthens urban communities.”

In addition to the revised mission statement, as of October 29, 2002, the campus PAC has created and agreed upon a vision statement for LATTC:

“Los Angeles Trade-Technical College is a dynamic, unique, culturally diverse world-class community college creating a variety of vocational, transfer and life-long learning opportunities for students to develop to their fullest potential” (Doc. 1.2).

Self Evaluation

During a summer 2001 PAC retreat, the college mission statement was reviewed and approved. When the statement was reviewed in the fall of 2001 by the shared governance PAC, a college mission statement task force was formed. Its charge: to make the mission statement more inclusive and reflective of changes in student population, academic programs and facilities. The statement task force was chaired by PAC Co-Chair, John McDowell, Los Angeles College Faculty Guild, Chapter President, Dr. Robert Essex, Academic Senate Representative, Dr. Theda Douglas, Teamsters Representative for administrators, Dr. Denise Fairchild, faculty, interim president Daniel Castro, and Cris Arzate, Staff.

The task force solicited input from the entire college community. A copy of the proposed mission statement was distributed to faculty and staff, posted in the campus mailroom, and published in the staff bulletin and the president’s monthly newsletter.

The campus Associated Student Organization (ASO) held meetings, gathered student input about the proposed revision and submitted a list of suggestions to the PAC during a special meeting. Faculty, staff, and students presented suggestions to the task

force, which reconvened and submitted a revised mission statement to the PAC on November 26, 2001.

A wide spectrum of the LATTC college community participated in the process. These collaborative efforts produced a revitalized LATTC mission statement that is clear, easily understandable, and representative of broad campus input (Doc. 1.3).

The current mission statement reflects the college's educational purpose in the key words "comprehensive" and "learner centered," and the desire to develop partnerships with all sectors of the college and public communities. Methods to achieve this include developing and providing service-learning opportunities to strengthen the urban community.

The mission statement focuses on educational experiences in vocational and technical education, career and workforce advancement, university transfer, life-long learning, and participation in a democratic society.

Planning Agenda

After the revised mission statement was approved by the LACCD Board of Trustees, the PAC representatives recognized that it was imperative to take the mission statement to their constituent groups and make it a living document impacting college planning, program review, and budgeting processes.

It is recommended that the campus widely publicize the mission statement to increase campus awareness.

The integration of the revised mission statement into the campus culture includes the president's promoting awareness by highlighting the statement in the monthly presidential newsletter, "L.A. Tech Talk" (Doc.1.4). In addition, the mission statement is prominent on the college website <http://www.lattc.edu/> (Doc. 1.7), and on the college accreditation website <http://www.lattc.edu/dept/tisp/accred/index.cfm>. It is listed on page five of the LATTC 2002-2003 college catalog, and it will be listed in all future editions of the catalog (list document).

The college's Educational Master Plan 2003 will have the revised campus mission statement as its foundation.

The college will focus on strategic planning integrating the campus Educational Master Plan 2003, the Facilities Master Plan and the Technology Plan 2003. The integrated plan's strategic goals will include measurable objectives as a basis for guiding the college, programs, and departments toward the fulfillment of the mission statement goals.

2. *The mission statement defines the students the institution intends to serve, as well as the parameters under which programs can be offered and resources allocated.*

Descriptive Summary

The LATTC college mission statement defines the students it intends to serve as those who “reflect the global diversity of the Los Angeles region,” and the parameters under which programs can be offered and resources allocated.

The college catalog (Doc. 1.6) describes in detail, campus resource allocations. According to the campus fall 2001 census, the most frequent student educational goals, identified by students on the application for admission include the following: Prepare for a New Career; Goal Undecided; Obtain a Bachelor’s Degree with an Associate’s Degree; Advance in a Current Job.

The college mission statement reflects the recognition of these educational goals. In response, campus programs include: learner-centered associate degree; certificate programs; unique vocational and technical education programs; workforce and career advancement; non-traditional programs such as apprentice training; cooperative work experience education; directed studies; Instructional Television (ITV); Labor Center Studies; PUENTE program; Program for Accelerated College Education (PACE); Learning Communities; TEACH Project; ESL; International Education Program Study Abroad classes. Specially funded programs integrate the mission statement principles. In addition, the campus hosts a Middle College High School program, and in the spring of 2002, hosted a Saturday Learning Center program to address the educational needs of community high school students.

In addition, the college mission statement goals are exemplified by the gamut of support services provided to the campus’ diverse student populations (Doc. 1.6 p. 28-39). Campus programs foster creativity, critical thinking, and applied learning experience.

Self Evaluation

Los Angeles Trade-Technical College is one of nine colleges in the Los Angeles Community College District. While LATTC provides transfer, workforce and basic skills preparation for students, the college is unique in its vocational and technical services and courses. Given its range of vocational and academic programs, LATTC attracts students statewide, nationally and internationally, to experience its extensive, student-centered educational programs.

In the spring of 2002, Standard One committee members visited the following program directors to reinforce the relationship between campus programs and the revised college mission statement:

Program	Director	Standard One Committee Member	Date
Los Angeles College Faculty Guild	John McDowell	Linda Cole	March 2002

Academic Senate	Chini Johnson-Taylor	Beatrice Ruiz	March 2002
Block Grant	Ken Nakano	Tayebeh Meftagh	March 2002
Budget	Mary Breckell	Linda Cole	March 2002
Curriculum	David Esparza	Beatrice Ruiz	March 2002
Educational Master Plan	Leige Henderson	Leige Henderson	April 2002
Planning & Advisory Committee	John McDowell / Abbie Patterson	Leige Henderson	February 2002
Program Review	Leige Henderson / Chini Johnson-Taylor	Leige Henderson	March 2002
VATEA	Ken Nakano	Tayebeh Meftagh	March 2002

The college's last program review cycle was completed in 1998-1999, under the former mission statement and strategic plan. During this review cycle, programs assessed their viability, vitality, currency and fulfillment of the strategic intents of the college. Although recommendations were made by the program review committee to maintain, reduce or increase the programs in regard to its facilities, personnel, and equipment, most of the recommendations were unimplemented.

Presently college, district and occasional regional or programmatic needs drive institutional research activities, conducted by the LATTC Office of Research and Planning (ORP), created in 2001, and/or the District Research and Reporting Unit (DRRU). As of the fall 2002, college is in the process of a new program review cycle.

The budget planning and the program review processes must be fundamentally interconnected so that resources can be allocated appropriately and in a timely fashion. There must be a documented relationship between funding priorities and application processes and campus decision-making.

Planning Agenda

All future reviews of the college mission statement will include discussion of the students the college intends to serve, with attention to new populations or those that may not have been previously considered.

LATTC will ensure that programs reflect the mission statement through a regularly scheduled program review process.

In response to shared governance, the college must document and communicate the relationship between funding priorities, application processes and campus decision-making.

When reviewing funding priorities, applications and requests for future funding, the PAC and campus administration will focus on approving those that reflect the college mission statement.

The college administration will integrate the budget planning and program review processes so that resources can be allocated appropriately and in a timely fashion.

3. *Institutional planning and decision-making are guided by the mission statement.*

Descriptive Summary

The revised mission statement is a guiding principle in all college planning processes. The campus is currently engaged in an educational master planning process derived from the colleges' mission statement. The Educational Master Plan 2003 links college goals and objectives to the mission statement (Doc. 1.8).

The mission statement also has influenced the college's new comprehensive facilities master plan (Doc. 1.9). The plan will utilize \$138 million in Proposition A funds to rebuild, renovate and modernize Los Angeles Trade-Technical College. These include the construction of two new five-story buildings, student services and a technology building, which will enhance the delivery of resources and services to students.

Self Evaluation

In 2001, the LACCD and LATTC worked collaboratively and effectively to galvanize community support for the passage of Proposition A, resulting in \$138 million for LATTC to rebuild aging facilities.

The college mission statement was the core of all planning and development in relation to the Proposition A Facilities Master Plan. Campus and community members provided input for the plan via town hall meetings and interviews. The plan reflects building facilities that support programs that are "technologically current" and "designed to promote student success" as defined in the revised college mission statement.

Previously, an Educational Master Plan was developed in the late 1990's that was not reflective of the former mission statement, nor integrated with the existing facility master plan.

In response to the revised college mission statement, the college began developing a new Educational Master Plan in the spring of 2002. The college contracted with Educational Planning Associates, a consulting firm, directed by educational consultants and former community college presidents, to develop a new LATTC Educational Master Plan to be completed by January 2003. The Educational Master Plan 2003 recognizes the LATTC revised mission statement as the foundation of the college's future educational planning.

The PAC held a retreat during the summer of 2002 to discuss the creation of a strategic plan for the college in the context of the revised mission statement. The resulting strategic plan will be integrated into the program review process and all campus grant-writing projects, including Partnership for Excellence grants and block grants.

Planning Agenda

The Educational Master Plan 2003 will increase visibility of the revised mission statement. The goal is to incorporate the mission statement into all pertinent current and future campus publications and documents, including all editions of the campus catalog and website.

The revised college mission statement will be a basis for all campus-funded projects. In support of shared governance, the Vice President of Administration, in collaboration with PAC, the Academic Senate, and other college constituencies, will monitor the relationship between the college mission statement and the funding of campus projects.

4. The institution evaluates and revises its mission statement on a regular basis.

Descriptive Summary

The Board of Trustees, as the policy-making arm of the LACCD, updates its mission statement every six years. Through its numerous public actions it defines and sets policy on a continual basis. The board requires continual self-study of the district campuses, which includes routinely reexamining college mission statements and master plans (Doc. 1.1).

The PAC will review the college's current mission statement in the fall of 2007. If significant events occur affecting the goals and objectives of the college prior to that time, an earlier timeline will be considered.

Self Evaluation

The PAC reviewed the college mission statement during a Planning and Advisory Committee retreat in July 2001. The mission statement was reviewed by the larger membership of the PAC in the fall of 2001. A subcommittee was formed to review the mission statement in relation to the guidelines of the accreditation process. The College Mission Statement Task Force sought input from the campus via the staff bulletin.

The revised mission statement was presented to the Planning and Advisory Committee and approved November 26, 2001. The LACCD Board of Trustees approved the mission statement on December 5, 2001. Notes from the PAC subcommittee indicate that the next revision of the mission statement is scheduled for the 2007 academic year.

Planning Agenda

The campus and district mission statements will be reviewed and revised on a continual and as needed basis to ensure consistent integration with campus programs and services.

If campus consensus indicates that significant changes are needed in the mission statement, the current statement will be reevaluated prior to 2007.

Standard 1: Institutional Mission Supporting Documents

- 1.8 Los Angeles Community College District Mission Statement
- 1.8 Los Angeles Trade-Technical College Current Mission Statement
- 1.8 L.A. Tech Talk, March 2002, Volume 1, Issue 2
- 1.4 L.A. Tech Talk, April 2002, Volume 1, Issue 3
- 1.5 Los Angeles Trade-Technical College Catalog
- 1.6 Los Angeles Trade-Technical College Website: www.lattc.edu
- 1.7 Los Angeles Trade-Technical College Educational Master Plan (January, 2003)
- 1.8 Los Angeles Trade-Technical College Facility Campus Master Plan