

ACCREDITATION SELF STUDY COMMITTEES

Catherine Crystal (Faculty) Self Study Chair
Mae Frances Moore (Faculty) Senior Advisor

Standard One The Mission Statement

Smokey Wilson (Faculty) Project Bridge, English, **Chair**
Russell Southall (Faculty) Business, **Co-chair**

Deborah G. Blue (Administrator) College President
Rosella Bowman (Faculty) Business
Hilda Cokrojoyo (Student) Vice President of ASLC, F '01
Alma Stallings (Classified) Communications F '01

Standard Two Institutional Integrity

Matthew Goldstein (Classified) P.I.O. **Chair**

Michelle Fossum (Faculty) Chemistry
Loretta Hernandez (Faculty) Cosmetology
Judith Pence (Adjunct Faculty) ESL
Leslee Stradford (Administrator) Dean, Arts & Communications Division

Standard Three Institutional Effectiveness

Linda Sanford (Faculty) Chair of the Geography/Geology Department , **Chair**
Marie Wilson (Faculty) Co-chair of the English Department, **Co-chair**

Irv Berkowitz (Administrator) Dean, Language Arts, Humanities,
& Social Sciences Division
Meryl Siegal (Adjunct Faculty) ESL

Standard Four Educational Programs

Mae Frances Moore (Faculty) ESL and Library, **Chair**

Michelle Fossum (Faculty) Chemistry Department Chair
Bill Leal (Administrator) Dean, Vocational Technology Division
Jay Lehmann (Faculty) Music Department Chair
Judith Lemley (Faculty) English
Adrienne Riley (Faculty) Counseling

Loretta Scheu (Faculty) Mathematics

Standard Five Student Support and Development

Carol Dalessio (Faculty) Coordinator of DSPS, **Co-chair**
Peter Simon (Faculty) Director of CalWORKs Program, **Co-chair**

Iris Brooks (Faculty) Counseling
Pat Coven (Faculty) Counseling Department Co-chair
Sandra Fang Franklin (Faculty) ESL
Sonja Franeta (Faculty) ESL
Cleophas Griffin (Classified) Student Employment Services
José Peña (Classified) Vocational Technology

Standard Six Information and Learning Resources

Shirley Coaston (Faculty) Head Librarian, **Co-chair**
Margaret Traylor (Faculty) Library, **Co-chair**

Rosario Fernandez (Classified) Library
Lily Leung (Classified) Library
Evelyn Lord (Faculty) Library
Marion Martin (Classified) Disabled Students Programs & Services
Mae Frances Moore (Faculty) ESL & Library
Agustin Rodriguez (Classified) Learning Resources/ Audio-Visual Center
Indra Thadani (Faculty) College Nurse

Standard Seven Faculty and Staff

Evelyn Lord (Faculty) Library, **Chair**

Nikki Ellman (Faculty) ESL
Sheila Gay (Adjunct Faculty) Cosmetology
Ellen Gómez (Faculty) ESL Department Chair
Peter Olds (Adjunct Faculty) Chemistry
Gloria Vogt (Administrator) Dean of Business, Mathematics,
& Sciences Division
Miriam Zamora-Kantor (Faculty) Disabled Students Programs & Services

Standard Eight Physical Resources

Tom Turman (Faculty) Chair of Architecture & Engineering
Technology Department, **Chair**
Joseph De Torres (Administrator) Dean of Student Support
Services/ EOPS, **Co-chair**

Pinar Alscher (Faculty) Chemistry
Charles Chavez (Faculty) Art Department Chair
Shirley Coaston (Faculty) Head Librarian

Standard Nine Financial Resources

Bruce Jacobs (Faculty) Mathematics; Faculty Senate President, **Chair**

Maureen Hauser (Classified) Business Services, Chief Accountant
Jay Uchiumi (Faculty) Physical Education

Standard Ten Governance and Administration

Catherine Crystal (Faculty) ESL, **Chair S '02**,
Judith Cohen (Classified) Financial Aid Program Coordinator, **Co-chair S '02**,
Bill Lepowsky (Faculty) Mathematics Department Chair, **Chair F '01**,
Becky Hsieh (Classified) Classified Senate President, **Co-chair F '01**

Deborah G. Blue (Administrator) President, S '02
Angela Cherry-Smith (Faculty) Speech, S '02
Alona Clifton (Trustee) S '02
Carolyn Dougherty (Faculty) Architecture and Engineering Tech. F '01
Susan Martinez (Student) F '01
Debra Payton (Classified) Financial Aid

Laney College
Accreditation Team Visit
Tuesday, March 18-Thursday, March 20, 2003

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MEMORANDUM

TO: Odell Johnson
President

FROM: José M. Ortiz, Ed.D.
Vice President of Instruction

DATE: September 1, 2006

SUBJECT: Accreditation Report, March 2003 Visit

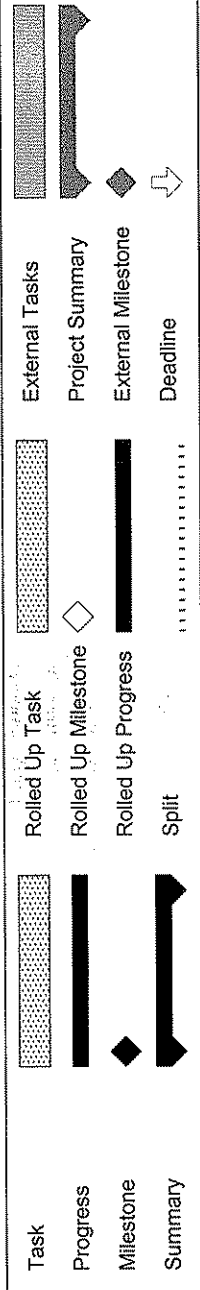
In reviewing the draft document of the Accreditation Report from the visiting team, I noticed a factual error in the team's observation regarding the college's education planning effort. On page 13 of the draft, paragraph 3, it states:

"Implementation of the college's education planning model — first declared unfeasible and ultimately pared down due to a lack of sufficient college leadership — has been slow. Eight departments had completed the pilot program review at the time of the current visit and two others are scheduled to finish this spring. While the program review "pilot project" was intended to provide information to act upon and to jump start a more complete planning process beginning in fall 2004, it is not clear to the visiting team that this will or can happen."

The paragraph should read:

"... *Twenty* departments had completed the ~~pilot~~ program review at the time of the current visit and *six* others are scheduled to finish this spring. While the program review "~~pilot project~~" is intended to provide information to act upon and to jump start a more complete planning process. A "*pilot planning project*" has been implemented this spring using three academic departments in preparation for the broader planning process application in fall 2004. It is not clear to the visiting team that this will or can happen."

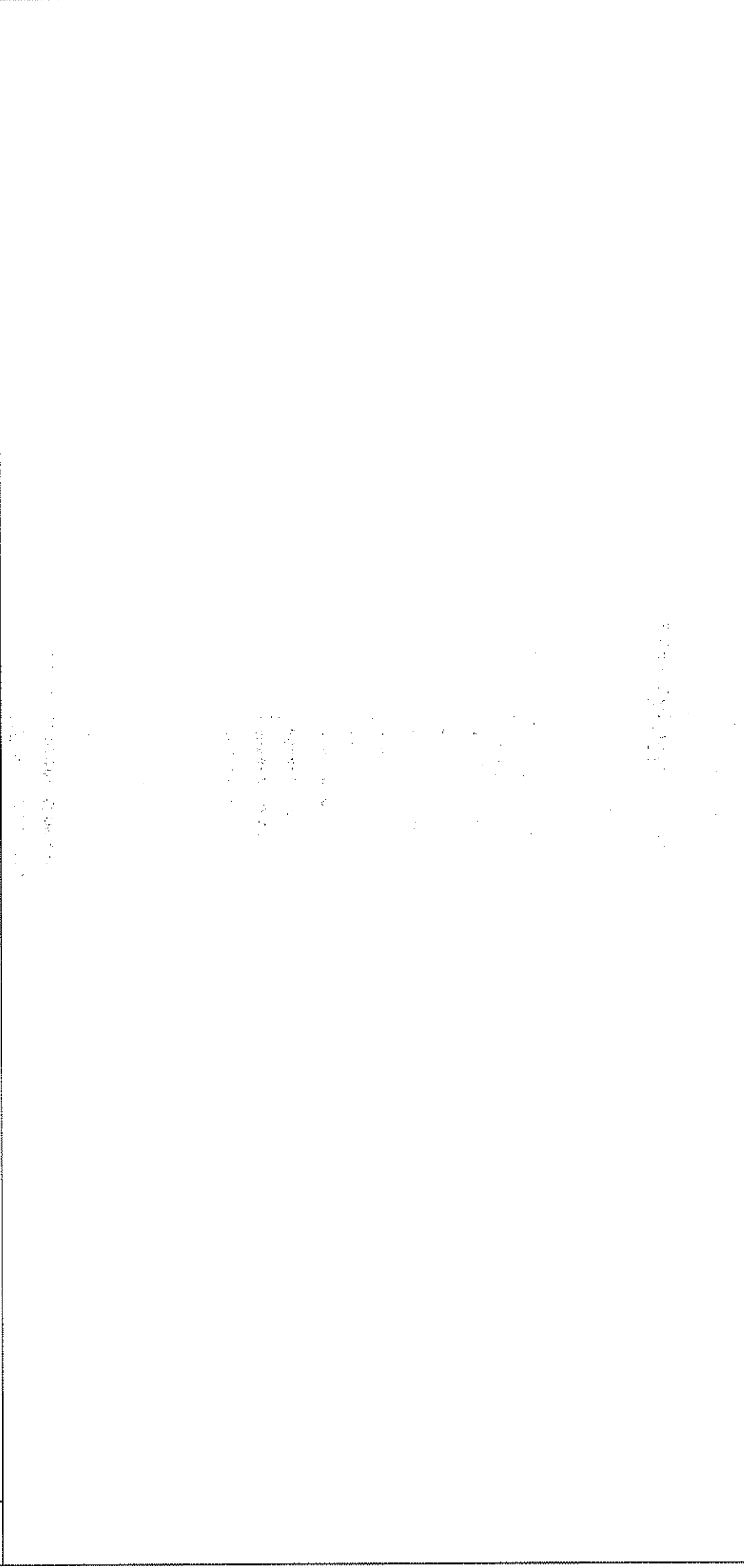
ID	Task Name	Duration	Start	Aug 16, '04 8/16	Aug 23, '04 8/23	Aug 30, '04 8/30	Sep 6, '04 9/6	Sep 13, '04 9/13
1	Education Plan	22.8 wks #####	#####					
2	Update Program Review (PR)	4.6 wks #####	#####					
3	Dept Chair Meeting	1 day #####	#####					
4	Division Meetings	1 wk #####	#####					
5	Plan PR Process by Dept	1 wk #####	#####					
6	Work on Mini-PR	2 wks #####	#####					
7	Deans check-in: PR progress	1 wk #####	#####					
8	Finalize PR	1 wk #####	#####					
9	Submit PR Document to Dean	0 days #####	#####					
10	Develop Dept Objectives	6 wks #####	#####					
11	Dept Identifies Objectives	1 wk #####	#####					
12	Identify activities for each objective	3 wks #####	#####					
13	Identify resources needed and timeline for activities	2 wks #####	#####					
14	Deans check-in: Objectives progress	2 wks #####	#####					
15	Prioritize objectives and identify lead person	1 wk #####	#####					
16	Complete templates for Dept Objectives	1 wk #####	#####					
17	Submit Objectives templates to Dean	0 days #####	#####					
18	Develop College Prioritization Criteria	7.2 wks #####	#####					
19	LCPAC Meeting to Discuss	1 day #####	#####					
20	College Council Mtg develops proposed priorities	1 day #####	#####					
21	Faculty Senate Mtg reviews and recommends	1 day #####	#####					
22	Classified Senate Mtg reviews and recommends	1 day #####	#####					
23	College Council Mtg Finalizes	1 day #####	#####					
24	Prioritize Division Objectives	2 wks #####	#####					
25	Compile and Sort Dept Objectives	1 wk #####	#####					
26	Prioritize Dept Obj requiring resources	1 wk #####	#####					
27	Submit Prioritized Division Obj. to VPI	0 days #####	#####					
28	Prioritize College Objectives	10 wks #####	#####					
29	Begin to Prioritize College Objectives	2 wks #####	#####					
30	Finalize College Objectives	1 wk #####	#####					



Project: Ed Plan
Date: Fri 9/1/06

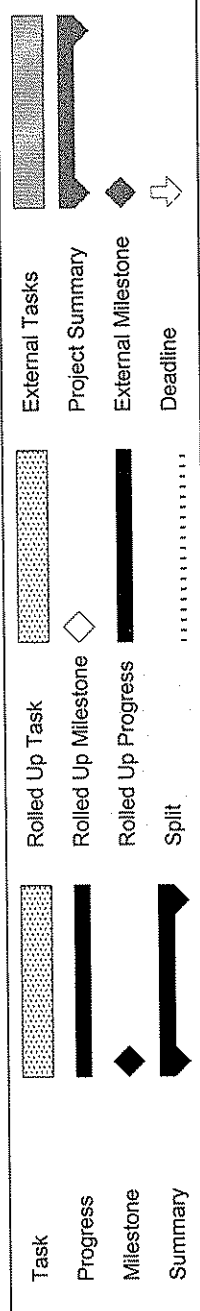
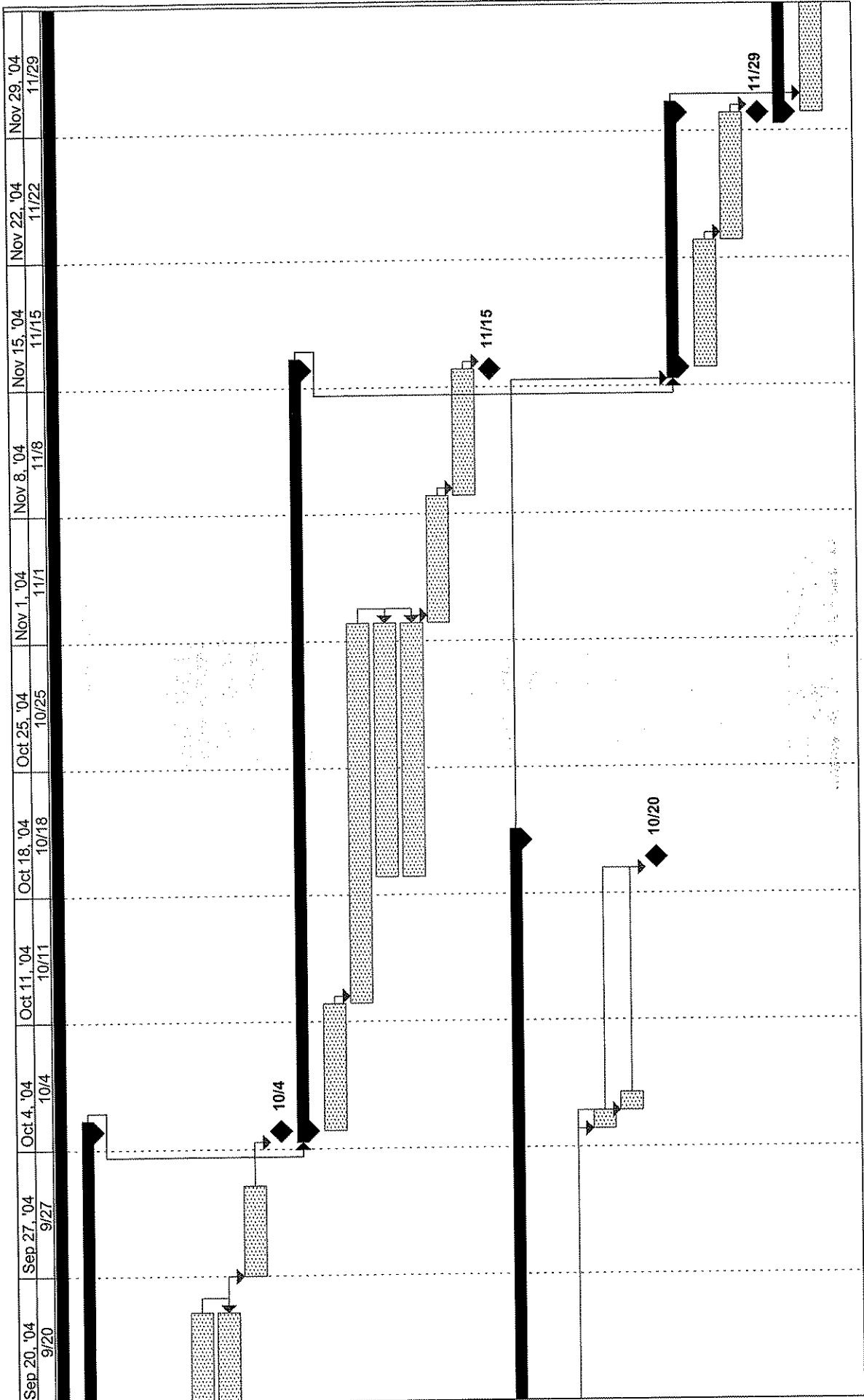
	Task		External Tasks
	Progress		Project Summary
	Milestone		External Milestone
	Summary		Deadline

ID	Task Name	Start	Duration	Aug 16, '04 8/16	Aug 23, '04 8/23	Aug 30, '04 8/30	Sep 6, '04 9/6	Sep 13, '04 9/13
31	Prepare written Education Plan	#####	3 wks					
32	Prepare for Facilities and Technology Integration	#####	14 wks					
33	Update Facilities Usage Surveys	#####	10 wks					
34	Update Technology Availability Report	#####	10 wks					
35	Identify Process for Facilities Plan integration w/Ed Plan	#####	4 wks					
36	Identify Process for TechnologyPlan integration w/Ed Plan	#####	4 wks					



Project: Ed Plan
Date: Fri 9/1/06

Task		Rolled Up Task		External Tasks	
Progress		Rolled Up Milestone		Project Summary	
Milestone		Rolled Up Progress		External Milestone	
Summary		Split		Deadline	



Project: Ed Plan
Date: Fri 9/1/06

Sep 20 '04 9/20	Sep 27 '04 9/27	Oct 4 '04 10/4	Oct 11 '04 10/11	Oct 18 '04 10/18	Oct 25 '04 10/25	Nov 1 '04 11/1	Nov 8 '04 11/8	Nov 15 '04 11/15	Nov 22 '04 11/22	Nov 29 '04 11/29
[Gantt Chart Area]										

External Tasks

Project Summary

External Milestone

Deadline

Rolled Up Task

Rolled Up Milestone

Rolled Up Progress

Split

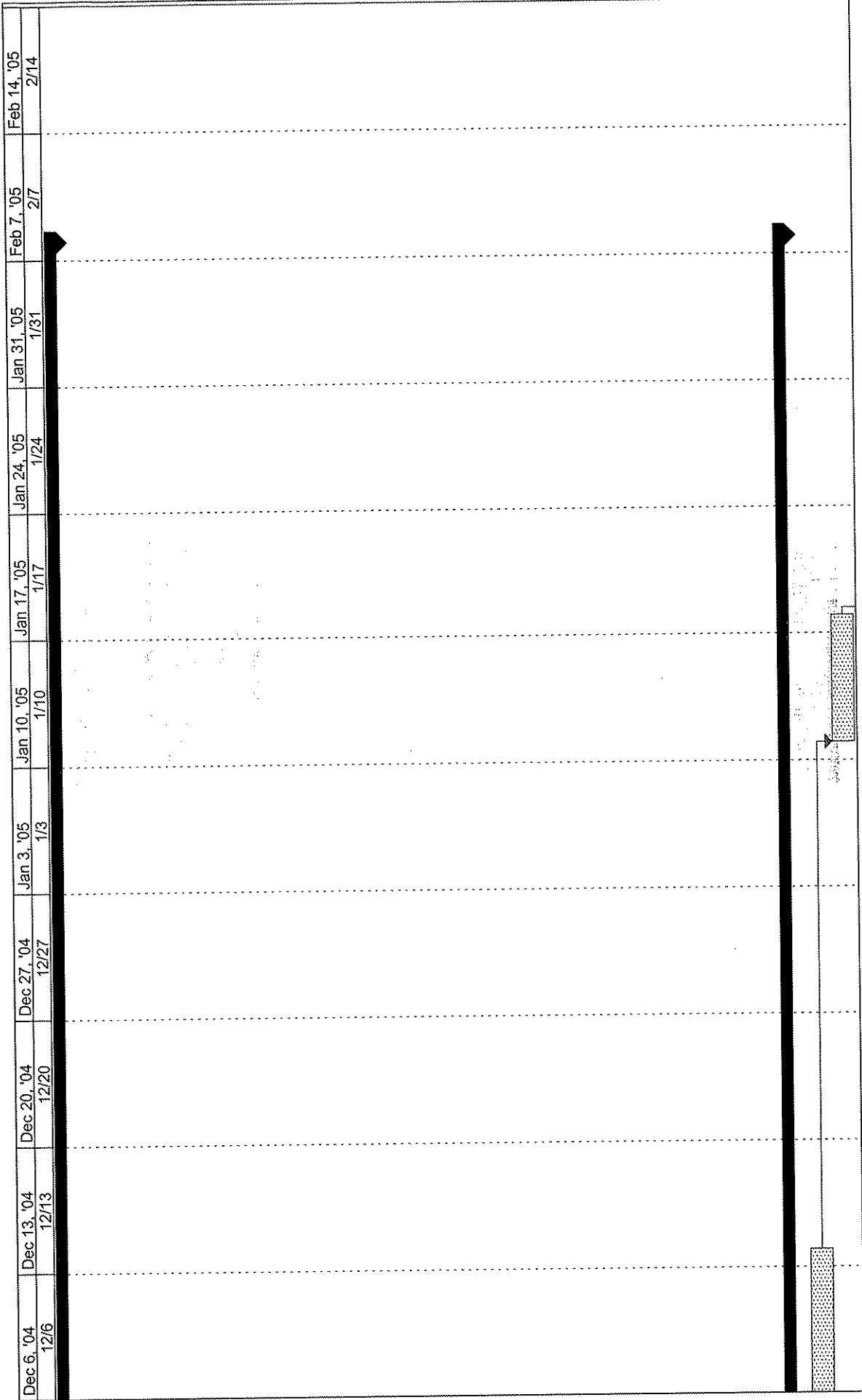
Task

Progress

Milestone





Summary











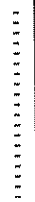

Project: Ed Plan
Date: Fri 9/1/06



Project: Ed Plan
Date: Fri 9/1/06

Task		Rolled Up Task		External Tasks	
Progress		Rolled Up Milestone		Project Summary	
Milestone		Rolled Up Progress		External Milestone	
Summary		Split		Deadline	

Dec 6, '04 12/6	Dec 13, '04 12/13	Dec 20, '04 12/20	Dec 27, '04 12/27	Jan 3, '05 1/3	Jan 10, '05 1/10	Jan 17, '05 1/17	Jan 24, '05 1/24	Jan 31, '05 1/31	Feb 7, '05 2/7	Feb 14, '05 2/14
	 									

Task		Rolled Up Task		External Tasks	
Progress		Rolled Up Milestone		Project Summary	
Milestone		Rolled Up Progress		External Milestone	
Summary		Split		Deadline	

Project: Ed Plan
Date: Fri 9/1/06

- 2 Update Program Review (PR)**
- Departmental responsibility
 - Dean provides support and information
 - Dean monitors to assure completion
- 10 Develop Dept Objectives**
- Departmental responsibility
 - Dean provides support and information
 - Dean monitors to assure completion
- 18 Develop College Prioritization Criteria**
- LCPAC provides leadership to process
 - College Council approves final criteria after consultation with Faculty and Classified Senates
- 24 Prioritize Division Objectives**
- Dean completes working with Department Chairs
 - Dean responsible for process
 - Should utilize priority criteria approved by College Council
- 28 Prioritize College Objectives**
- VPI convenes committee consisting of VPSS, 2 faculty from each Division, 2 Student Services faculty, and Classified Senate President
 - Possible others: ASLC President, 1 Dean, Faculty Senate President, Librarian
 - VPI responsible
- 32 Prepare for Facilities and Technology Integration**
- VPI (or designee) should initiate with committee chairs
 - VPI (or designee) should monitor progress