



**ACCREDITING
COMMISSION
for COMMUNITY and
JUNIOR COLLEGES**

*Western Association
of Schools and Colleges*

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July 2, 2012

Dr. Roland Chapdelaine
President
Los Angeles Trade-Technical College
400 West Washington Blvd
Los Angeles, CA 90015

Dear President Chapdelaine:

The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, at its meeting June 6-8, 2012, considered the Midterm Report submitted by Los Angeles Trade-Technical College. The purpose of this review was to assure that the recommendations made by the evaluation team had been addressed by the institution and that the College had also provided an update on the self-identified planning agendas which were included in the institutional Self Study Report.

The Commission noted that Los Angeles Trade-Technical College, in its Midterm Report, responded to the six college recommendations and three district recommendations from the 2009 comprehensive review and also reviewed progress on self-identified plans for improvement, several of which were linked to the comprehensive team recommendations. The College also addressed the 2010 request for information regarding the Annual Required Contribution for retiree health benefits.

In addressing the recommendation concerning dialog, the College reports use of social media for enhanced connectivity, College wide email reporting of activities, and the use of newsletters for sharing of information. Accreditation information kiosks, the College website, prompt distribution of meeting agendas and minutes, and committee retreats are increasing knowledge and enhancing dialog. Integrated planning was enhanced with development of a full planning cycle involving review of the mission, utilization of the strategic master plan, linking program reviews to resource allocation, and coordinated plans which use data, analysis, broad input, and alignment of activities.

Student Learning Outcome (SLO) work was enhanced with planning and development of consistent documents among the curriculum, student learning outcomes, and program review committees. Goals were set for completion of milestones in the departments which was supported by training, tracking, and reporting. Service areas have defined both learning outcomes and service area outcomes where applicable.

The stabilization of College leadership was reported and steps taken to ensure stability in middle management and across all employee groups. Communication efforts between College and district constituent groups have included development of new webpages, a newsletter, and specifically identifying and publicizing the college representatives who serve on district committees.

Dr. Roland Chapdelaine
Los Angeles Trade-Technical College
July 2, 2012

The participatory governance processes were reviewed, revised, and have been documented in the LATTC College Participatory Governance Handbook.

The District recommendation to address post-retirement health liabilities was addressed in employee group negotiations and governing board actions. While not yet fully funded, the District's plan includes annual contributions until the full obligation is funded. Consistent adherence to the delineation of operational responsibilities and functions was evaluated in 2008 and since that time through surveys. Role delineation, governance, and decision-making processes are communicated through assessment reports containing specific plans approved by the governing board. They are publicized online and have been evaluated with changes to processes in 2009, 2010 and proposed changes in 2012.

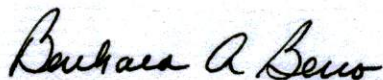
Institutions are expected to meet Standards at all times during the six-year review cycle and to provide evidence that they have addressed and resolved all recommendations made by the previous comprehensive evaluation team. At the time of the next regularly scheduled visit, the evaluation team will examine evidence and confirm that these changes and improvements have been sustained.

The Midterm Report will become part of the accreditation history of the College and should be used in preparing for the next comprehensive evaluation. The Commission requires that you give the report and this letter appropriate dissemination to your College staff and to those who were signatories of your College report. This group should include the Chancellor, campus leadership, and the Board of Trustees. The Commission also requires that the Midterm Report and this Commission action letter be made available to students and the public. Placing a copy on the College website can accomplish this.

Please note that the next comprehensive evaluation of Los Angeles Trade-Technical College will occur in **Spring 2015**.

On behalf of the Commission, I wish to express continuing interest in the institution's educational quality and students' success. Professional self-regulation is the most effective means of assuring integrity, effectiveness, and quality.

Sincerely,



Barbara A. Beno, Ph.D.
President

BAB/tl

cc: Dr. Daniel LaVista, Chancellor, Los Angeles Community College District
Ms. Marcy Drummond, Accreditation Liaison Officer
President, Board of Trustees, Los Angeles Community College District