



Executive Summary

LACCD Certificate Awards: 2010-11 to 2012-13

At the request of the Institutional Effectiveness Committee, District staff researched the number of certificates awarded by each college. The results span a three-year period, from 2010-11 through 2012-13, and cover more than 300 award areas. Details of each college’s awards are attached to this summary.

The information presented in this report was verified by the individual colleges. Colleges were also asked for background information on programs identified as having low awards. Based on college responses, low award rates were attributed to a variety of factors which generally fell into six (6) categories: Staffing, Student Demand, Class Scheduling, Curriculum, Student Information, and Budget Reductions. These are summarized in the table below, which also describes actions colleges have taken – or plan to take – to address low awards.

As a result of program review, viability studies or other internal review processes, many colleges were already in the process of addressing low award producing programs. It is recommended that colleges continue to implement planned actions, collaborate through existing committee structures to develop District-wide solutions (where appropriate), and report the status of college certificate programs and actions in the next college effectiveness cycle.

Low Certificate Award Rates: Summary of Explanations and Actions

	Reason for Low Award Rate	Action Taken or Planned
Staffing	Lack of full-time faculty	Faculty hired
	Staffing by adjunct faculty only	Continue program (part-time program scheduled for 3-4 year completion)
Student Demand	Low demand program	Restructure or eliminate program
	Student can transfer without obtaining certificate	Restructure or eliminate program
	AA-T degree has reduced demand for certificate	Restructure or eliminate program
	Students are able to take state licensing exam without obtaining the certificate.	Restructure or eliminate program
	Employability can be attained by course completion; certificate not required	Restructure or eliminate program

	Reason for Low Award Rate	Action Taken or Planned
Student Information	Students not aware of certificate requirements	Focused student advisement Track progress toward completion
	Students lack awareness of and/or information about applying for certificate	Student-directed marketing efforts (brochure, website) Faculty effort to encourage students to apply for certificate
	Students not aware that they can simultaneously complete certificate and degree requirements	Student directed marketing and outreach efforts (brochure, website)
Class Scheduling	Required classes not scheduled to support program completion	Research course offerings and student enrollments Enrollment management/planning in progress to support completions
Curriculum	New program or pathway	Raise awareness; allow time for students to complete new programs
	Program is too similar to another program	Consolidate certificate options
	Program requires too many courses/units	Reduce unit and/or course requirements (based on Advisory Committee recommendations)
Budget Reductions and/or Reduced Course Offerings	Limited courses offered due to budget restrictions or departmental priorities	Restore courses to class schedule as appropriate