June 27, 2014

D. Michael Hamner  
Chairperson  
Architecture Department  
East Los Angeles College  
1301 Avenida Cesar Chavez  
Monterey Park, CA 91754-6099

Dear Mr. Hamner,

The College has completed its process its Comprehensive Program Review. We would like to thank you for all the work you have put into providing the College with detailed information on your programs through the Program Review Self-Evaluation. The following comments, commendations and recommendations are the culmination of a campus-wide validation process that included the Strategic Planning Committee, Educational Planning Subcommittee, Facilities Planning Subcommittee, Technology Planning Subcommittee, Enrollment Management Committee, Learning Assessment Committee, Program Review and Viability Committee and the ELAC Shared Governance Council.

The following comments, commendations and recommendations are provided for incorporation in your annual planning. Each recommendation will need to be addressed in your Annual Update Plan (AUP) due at the end of September 2014. To be clear, these recommendations serve as part of our process for continual quality improvement. Typically, recommendations require planning improvements that will be implemented over time. Through collegial dialog on the recommendations, each department should develop a strategy for addressing the recommendations. The program review AUP allows a department to report on its efforts and identify needed resources. The Office of Institutional Effectiveness and the Program Review and Viability Committee are available to assist departments through this process.

Comments:

It was observed that Interior Design 201 & 202 are no longer listed as department course offering in the college catalog, though this was not noted in the PRSE. However, Architecture 115 was not offered for a period of years even though it is required for degree and certificate completion. It was observed that this course is now being offered Spring 2014. The program plan goals include the activity planned for achieving the goal. In the future, only the goal should be listed in the goal column. The activity can be included in the progress column. The last two goals are in fact resources requests and do not belong in the goals column.

Commendations:

Architecture is commended for offering courses in a manner meeting student needs within the limited resources of the department.
Recommendations:

1) It is recommended that the department evaluate their curriculum planning and temper their plans with more realistic timeline for curriculum development and implementation.

2) It is recommended that the department continue to report on the technology and facilities needs in the annual update and work with supervising dean to get them met.

3) It is recommended that the department work with the Professional Development Office to meet staff training needs identified in their program plan, such as the training in Green Technologies.

4) It is recommended that the department increase involvement in PLOs as they are currently at the “awareness” level for Architecture, Architecture History, and Architecture Transportation Planning.

Thank you again for your dedicated work on improving the College and your programs.

Sincerely,

Marvin Martinez
President
East Los Angeles College

cc: L.M. Ramirez, Vice President
    P. De La Cerda, Dean