Dear Ms. Kallan,

The College has completed 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:

The department’s work with the PLO for the Art History – AAT program is at the “proficiency” level. While the department is involved in campus governance committees, it appears that the list in the PRSE included misnamed committees or items that do not belong there.

Commendations:

None

Recommendations:

1) It is recommended that the department continually monitor the impact of families and changes in hours on enrollment and program completions.
2) It is recommended that the department resolve equipment/facilities issues identified in the PRSE by submitting work order requests in a timely fashion. When an issue is beyond a work order request, the department should report equipment and facilities needs in the annual update and work with supervising dean to get them met.

3) It is recommended that the department increase involvement in PLOs for Art, Art Graphic Communication, and Animation as they are currently at the “development” level for those programs.

4) It is recommended that the department develop strategies to reduce inequities in student success and retention.

5) It is recommended that the department research the feasibility of the goal of establishing a Study Abroad program in Germany.

6) It is recommended that department revise its program plan to improve how goals are described.

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

Sincerely,

Marvin Martinez
President
East Los Angeles College

cc: Dr. R. Moyer, Vice President
V. Ly, Dean