June 27, 2014

Angelica Toledo, Dean
CalWORKs Program
East Los Angeles College
1301 Avenida Cesar Chavez
Monterey Park, CA 91754-6099

Dear Ms. Toledo,

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:
There is a need more information on the success of CalWORKs students and to discuss efforts even when budgets are constrained.

Commendations:
The department is commended for the heightened quality of preparation of CalWORKs’ student workers.

Recommendations:
1) It is recommended that the program continue to report on the technology and facilities needs in the annual update and work with supervising dean to get them met.
2) It is recommended that the department increase their involvement in Student Services Outcomes (SSO). They are currently at the “deficient” level, which means there is no SSOs for their department.

3) It is recommended that the department revise goals in program plan because what is currently listed as goals are requested resources. In addition, the department should consider a goal that focuses on enhanced integration with other departments and programs and use the number of students enrolled in other programs as an indicator of CalWORKs success.

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

Sincerely,

Marvin Martinez
President
East Los Angeles College

cc: Laura M. Ramirez, Vice President