June 27, 2014

Michelle Benjamin, Chairperson
Child, Family, and Educational Studies Department
East Los Angeles College
1301 Avenida Cesar Chavez
Monterey Park, CA 91754-6099

Dear Ms. Benjamin,

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:
None

Commendations:
CFES is commended for providing a successful pipeline for degree and certificate completion.

Recommendations:
1) It is recommended that, in the program review process, the department describes its plan for offering new courses in the existing allocation.
2) It is recommended that the department collaborate with CAOT to address the computer skills deficiencies noted in the PRSE.

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

4) It is recommended that the department increase involvement in the PLO process as they are currently at the “development” level for the Child Development program.

5) It is recommended that the department revise the goals in its program plan so that all items listed as goals are goals, and not resources.

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

Sincerely,

[Signature]

Marvin Martinez
President
East Los Angeles College

cc: Dr. R. Moyer, Vice President
    A. Toledo, Dean