June 27, 2014

Jessica Cristo  
First Year Completion (FYC)  
East Los Angeles College  
1301 Avenida Cesar Chavez  
Monterey Park, CA 91754-6099

Dear Ms. Cristo,

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:
Recognized for successfully starting the program under extremely short time constraints.

Commendations:
None

Recommendations:
1) That the program collaborate with GO East LA and Adelante and report to the Enrollment Management Committee on the needs for FYC.

2) That program regularly report to the EPSC, and possibly Academic Senate, on success rates and degree/certificate completion rates for FYC students.
3) That the program create and assess student service outcomes (SSO) as the program is currently at the “deficient” level. “Deficient” level means there is no SSO for the FYC program.

4) That the FYC revise the goals in its program plan so that all items listed as goals are indeed goals.

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  
Dr. C. Kozeracki, Dean