June 27, 2014

Susanne Spangler  
Honors Program  
East Los Angeles College  
1301 Avenida Cesar Chavez  
Monterey Park, CA 91754-6099

Dear Ms. Spangler,

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:  
The program is at the level of “sustainability” in the work on Student Services Outcomes.

Commendations:  
None

Recommendations:  
1) That the program develop an assessment of whether courses are offered often enough and at the right times to promote student completion. The assessment report should account for day, evening, and South Gate offerings.

2) That the program develop a plan for expansion of the honors program as a component of the Academic Senate’s Framework for First Year Completion.
3) That the program regularly host meetings where all Honors faculty collaborate with each other on teaching and learning, and to develop suggestions for improvement of the Honors program.

4) That the program develop a plan for visiting department meetings and campus committees to better inform counselors, faculty and staff about the Honors program.

5) That the program institute a formal process whereby faculty are encouraged to refer individual students directly to the Honors program.

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