June 27, 2014

Dr. Joseph Kazimir
Chairperson
Mathematics Department
East Los Angeles College
1301 Avenida Cesar Chavez
Monterey Park, CA 91754

Dear Dr. Kazimir,

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 review narratives should taut the department’s innovative and collaborative efforts on campus and elaborate on trends that impact its program.

Commendations:

For the department’s stellar work with advanced students.

For the department’s implementation of compressed courses, resulting in double the success in half the time.
Recommendations:

1) That the department verify the appropriateness of their course scheduling based on an analysis of student success data at each level of the sequence.

2) That the department develop a plan for addressing the requirements to offer the TMC in Mathematics.

3) That the department develop strategies to reduce gross inequities in student success and retention.

4) That the department should further explore its relationships and connections to other departments in regards to curriculum and academic programs, i.e. pre-requisites to courses in programs in other departments.

5) That the department continues to report on the technology and facilities needs in the annual update and work with supervising dean to get them met.

6) That the department evaluate its curriculum planning and temper its plans with more realistic timeline for curriculum development and implementation.

7) That the department improve its involvement in the PLO process. While the department has reviewed assessment results, it has not developed an assessment plan that is minimally sufficient for the “proficient” level.

8) That the department identify and assess departmental efforts to increase its presence and engagement in the community.

9) That the department implement methods of utilizing noncredit services, including Escalante, to increase progress through Math course sequence.

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