June 27, 2014

Michael Kaznetsis, Chairperson
Theater, Broadcasting, and Communication Studies
East Los Angeles College
1301 Avenida Cesar Chavez
Monterey Park, CA 91754-6099

Dear Mr. Kaznetsis,

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 PRSE description of trends affecting the Theatre program should include a description of the impact of the AA-T degree in Theatre.

Commendations:
The Department is commended for the comprehensive evaluation of the data in the program review process.

Recommendations:
1) It is recommended that the department follow the established Senate procedure for official recognition of department name change.
2) It is recommended that the department evaluate its curriculum planning and temper their plans with more realistic timeline for curriculum development and implementation.

3) It is recommended that the department must utilize the program review process to keep track of trends in their discipline and develop plans for improvement as needed.

4) It is recommended that the department reviews and revises goals listed in program plan to ensure that what is listed as a goal is a goal, and not a resource. In addition, the alignment of program goals to the college’s strategic goals program plan must be revised because too many college planning objectives are aligned to a single goal. The outcome of these revisions to the program plan should be a shorter list of meaningful goals.

5) It is recommended that the department increase involvement in the PLO process as they are currently at the “awareness” level for the Stage Management and Production program and the “development” level for the Theatre AA 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
V. Ly, Dean