June 27, 2014

Daniel Ornelas
Counseling
East Los Angeles College
1301 Avenida Cesar Chavez
Monterey Park, CA 91754-609

Dear Mr. Ornelas,

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 has an effective web presence and interface with the larger community.

The program is encouraged to prioritize its outreach to academic departments as identified in its program goals.

Safety considerations pertaining to office space should be addressed by Work Environment Committee and/or Facilities Planning Subcommittee, but any solution must be consistent with the College Mission calling for community-centered access.

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

Commendations:

Commendation for leadership within the district to ensure the college develops an effective Student Success and Support Program Plan.
Recommendations:

1) That the department incorporate, into their program review annual update, the counseling position requests needed by non-department programs.

2) That the department implement strategies to provide counseling services to all at-risk students and assess the impact of these efforts for the college’s equity planning.

3) That the department include within its program plan evaluation of other counseling services.

4) That the department collaborate with other student services to minimize duplication of services and maximize the number of students served.

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

Sincerely,

Marvin Martinez
President
East Los Angeles College

cc: O. Valeriano, Vice President