

Los Angeles City College  
Comprehensive Program Review 2008

English/ESL Department

---

**XI. Dean's Review and Recommendations**

**I. Department Mission**

*Does the department's mission statement reflect the goals and activities of the department? Is it aligned with the college mission? Explain.*

The department's mission statement is aligned with the college mission particularly in addressing basic skills, transfer, and occupational goals..

The English/ESL Department is committed to educating our diverse student population and preparing them for the multifaceted challenges of today's world. We foster learning and provide programs that are not only comprehensive, but that also promote a lifelong pursuit of knowledge. We pride ourselves in supporting students' mastery of basic skills so that they achieve their occupational goals and that they are ready to face increasingly competitive demands of business and industry. We help our students to achieve transfer so that they can successfully pursue their goals of higher education.

**II. Department Overview**

*Does the department's analysis of trends in enrollment and achievement accurately reflect the data? Have any issues been identified? Explain.*

The department's analysis points out the impact of the 2002-2003 campus wide cuts and the campus wide enrollment decrease that resulted from those cuts. The department has gained back the enrollment for the most part, mirroring college-wide growth over the same time period. The department's winter and summer enrollment growth has exceeded college growth.

Weekend retention and success rates are noticeably lower than other scheduled times and overall retention and success rates have declined slightly. Data provided indicates that FTES/FTEF declined during 2006/2007 from 17.1 to 12.8 We should confirm the 2006/2007 data or look at 2007/2008 data

**III. Vocational Programs**

*Does the department's analysis of labor market demand, advisory board activities and accreditation status (if applicable) reflect the data? Have any issues been identified and are they adequately addressed with appropriate action plans? Explain.*

This Department is NOT a Vocational department.

**IV. Curriculum**

*Does the department's analysis of enrollment trends accurately reflect the data? Has adequate progress been made in developing and assessing student learning outcomes at the course and program level? Are Title 5 course outline updates current? Has adequate analysis of course scheduling been provided? Explain.*

The Departments analysis of enrollment trends reflect the data provided. SLO have been developed at the course level. Some work has been done in assessing outcomes using the department final examination. Program level SLOs have not been developed.

Progress has been made in updating Title Five course outlines (53 courses are current). Nine courses need updating immediately.

## **V. Departmental Engagement**

*Has the department provided a full description of departmental engagement? Explain.*

The department participates in 12 campus-wide standing committees.

## **VI. Professional Development**

*Has the department provided a full description of professional development? Explain.*

The department provided 120 regular and adjunct faculty names and the majority have provided description of professional development.

## **VII. Support and Activities**

*Has the department provided a full description of support needs of the department? Explain.*

The department described the need for additional marketing and suggested information that could be included in the Catalog.

## **VIII. Resources: Personnel, Equipment and Facilities**

*Has the department provided a full description of resource needs of the department? Explain.*

Resource needs are described and include additional equipment and personnel.

## **IX. Planning and Budget**

*Do the planning goals and action plans reflect the issues raised in the self study? Are they aligned with the Educational Master Plan and the College Strategic Plan? Explain.*

The department has made impressive progress towards reaching 2002 goals.

2008 Goals include improving student success, retention and technology. The second goal could be included as an action item under Goal 1 or Goal 4.

## **X. Final Summary by Discipline**

*Are all items identified as a Major Concern addressed with a goal and action plan? Explain.*

New goals and action plans have been identified and are aligned with the colleges educational master plan and strategic master plan.

## **XI. Department Strengths and Weaknesses**

*Has the department provided an adequate analysis of departmental strengths and weaknesses? Explain.*

The department has provided an analysis of the strengths and weakness of the program. Strengths include the writing center and writing lab attached to classes, assessment of student writing, departmental exit exam, online course offerings, and basic skills.

Challenges include the move of ESL, first levels, to 3020 Wilshire and reduction of fulltime faculty.

## **XII. Recommendations/Commendations**

*What recommendations based on your comments do you have for this department? What commendations do you have for this department? Explain.*

Recommendations: Complete Course level SLOs.

Develop and implement a time line for assessing SLOs and developing and assessing Program SLOs.

Commendations: The Department has made impressive improvements in delivering coursework over the past six years including the writing center, the departmental exam, required writing labs, online course offerings, and basic skills. The department works with other departments to improve basic skills and writing across the curriculum.