

Los Angeles City College  
Comprehensive Program Review 2008

Learning Skills Department

**IX. Planning and Budgeting**

**b. Past Planning Goals**

Year	Goal #	Description	Relation	Actions Relation	Outcome	Progress
2002	1	To improve student basic skills reading, writing, and math computational skills by creating an intensive cohort program	Aligns with Strategic Plan Priority # 4	Since its initial trial, the Basic Skills Symposium has been redefined as the Learning Skills Basic Skills Bridge Program, where students enroll in reading, writing, and mathematics, and they are exposed to an intensive 12 week program of study involving group class instruction, specialized tutoring, and computer assisted instruction		A pilot project of the Basic Skills Bridge Program was conducted during the Spring, 2007 semester, when over 64 students who were assessed at English 20 or 21 and Math 105 enrolled in LS reading, writing, and mathematics. 75% of the students enrolled in the Bridge Program completed all 6 units of the Learning Skills courses and tested two years higher in their basic skills proficiency based on exit exam results

### b. Past Planning Goals

Year	Goal #	Description	Relation	Actions Relation	Outcome	Progress
2002	2	To collaborate with vocational departments in developing basic skills discipline-specific curriculum to increase student success and retention	Aligns with Strategic Plan Priority # 4	The Center is currently creating a Dental Technology 101 companion study skills course, with an expected pilot project being conducted in the Fall, 2008 semester. Also, the Center has created a Learning Skills basic skills assessment and remediation program with the Nursing Department, which has been piloted during the Spring, 2008 semester. Results of these efforts will be available during the Summer, 2008 session		Dental Technology and Learning Skills Chairs have begun evaluating Dental Technology students' basic skills needs, and corresponding curricular materials are in development.
2002	3	To improve Learning Skills course completion and retention rates	Aligns with Strategic Plan Priority # 1	The Success Strategies Team has been renamed as the departmental Student Success and Retention Team and has been successful in identifying possible barriers to student success by implementing a number of student-friendly measures, namely instructional materials library, weekly student-contact followups, and monthly team meetings		The Departmental Student Success and Retention Team have implemented a variety of measures since the 05-06 academic year-- tutoring reminder appointment calls, weekly student progress reviews, and in-class tutor availability for specific general education courses- Astronomy, Physics, and Political Science
2002	4	To increase student access and enrollment in Learning Skills courses	Aligns with Strategic Plan Priority #	The Learning Skills Center created the Department Student Success and Retention Team which identified conducted over 50 in-class testing, basic skills workshops, and in-class presentations in general education and career/technical education classes		Since the Fall, 2006 semester, over 200 students have enrolled in programs or used the services in the Center as a result of in-class presentations

### e. New Planning Goals

Describe departmental planning goals for the next 6 years, explaining how they support the various college plans, including:

- *Strategic Priorities of the College's Strategic Plan:*  
[http://www.lacitycollege.edu/public/strategic\\_planning.htm#strategicplan](http://www.lacitycollege.edu/public/strategic_planning.htm#strategicplan)
- *Educational Master Plan:*  
<http://www.lacitycollege.edu/public/EduMasterPlan.pdf>
- *Technology Master Plan:*  
[http://www.lacitycollege.edu/resource/oac/IT\\_Plan\\_Draft03.pdf](http://www.lacitycollege.edu/resource/oac/IT_Plan_Draft03.pdf)

#### New Planning Goals

Year	Goal #	Description	Relation	Outcome
2008	1	To improve basic skills proficiency in general education and career/technical education courses	Strategic Plan Priority 1	Increased student proficiency in reading and writing assignments that are appropriate for the course content, curricular demands, and successful completion of the course
2008	2	To equip and maintain a student-centered learning environment that provides an array of instructional technologies and strategies to ensure student basic skills assessment and remediation	Strategic Plan Priority 4	Increased student completion of basic skills courses and proficiency in reading, language arts, writing, study skills, math computations, and computer literacy
2008	3	To increase student access to basic skills instruction regardless of academic, economic, or social disadvantage in an effort to reduce student barriers to successful matriculation	Strategic Plan Priority 4	Increased student enrollment in on-line tutoring and on-line Learning Skills basic skills courses

#### f. New Action Plans and Special Projects

Describe the specific action plans and special projects that will be undertaken during the next 6 years to achieve the goals described above. There should be at least one action plan for each goal listed, and there may be more than one action plan for a goal. Plans and projects may include curriculum and program development, establishment of new labs or facilities, outreach and recruitment efforts, public/private partnerships, etc. Include estimated costs and projected time lines for implementation. You can add as many New Action Plans and Special Projects as desired.

### New Action Plans and Special Projects

Year	Goal #	Project #	Project Name	Planned Activities	Individuals Responsible	Expected Outcomes	Projected Costs*	Total Cost	Project Start Date	Project End Date
2008	1	1	General Education/Basic Skills Introductory Courses	In collaboration with general education departments, the Learning Skills faculty will develop discipline-specific basic skills curriculum that directly supports the course requirements within that particular discipline, namely reading assignments, writing assignments, and test taking proficiency. The general education departments identified include Psychology, Social Science, and Biology.	Learning Skills Department Chair, Learning Skills faculty, Discipline Department Chair, Discipline Faculty	Students will demonstrate proficiency in basic skills in completing the appropriate assignments and meeting the curricular demands of these disciplines with emphasis on demonstrating proficiency in comprehending assignments, producing appropriate written documents, and successfully applying test taking strategies		\$10,000/ Curriculum Development	Fall, 2008	Fall, 2010
2008	1	2	Basic Skills Proficiency Certificate	Learning Skills Center departmental Curriculum Team will develop a core Basic Skills Proficiency Certificate that serves a validation of a student's reading, writing, and mathematics skills	Learning Skills Departmental Curriculum Team--Joyce Allen, Robert Vangor, Carmen Ilano, Oni Adunni, Ronald Glass	Basic skills student proficiency will be validated by exit test exams	None	None	Fall, 2008	

### New Action Plans and Special Projects

Year	Goal #	Project #	Project Name	Planned Activities	Individuals Responsible	Expected Outcomes	Projected Costs*	Total Cost	Project Start Date	Project End Date
2008	2	1	On-Demand Basic Skills Diagnostic Assessment Project	Learning Skills faculty will evaluate new diagnostic assessment tools for a more accurate assessment of specific skills areas needs.	The Learning Skills Mathematics Lead Teacher, Adeniyi Adeleye, the Language Arts Lead Teacher, Joyce Allen, and the Learning Skills Department Chair, MaryAnne DesVignes	Increase in student assessment contacts and a more accurate measure of specific skills areas		\$10,000 (Instructional Software)	Fall, 2008	Fall, 2010
2008	2	2	Learning Skills Smart Classroom	he Center will continue its efforts to update existing computers in the testing room, install white boards, purchase a laptop computer, and LCD projector and screen	Learning Skills Department Chair, MaryAnne DesVignes	Increase in students computer literacy skills by completion of Learning SKills 49 - Computer-Assisted Instruction Applications	Computer Lab Instructional Assistant \$24,000 20 Computers \$18,000 Network Laser Printer \$8,000	\$50,000	Fall, 2008	Fall, 2009

### New Action Plans and Special Projects

Year	Goal #	Project #	Project Name	Planned Activities	Individuals Responsible	Expected Outcomes	Projected Costs*	Total Cost	Project Start Date	Project End Date
2008	3	1	Learning Skills On-Demand	Learning Skills faculty will create a package of Learning Skills courses (Reading, Vocabulary, Writing, and Mathematics) to be offered on-line	Language Arts Lead Teacher, Joyce Allen, Mathematics Lead Teacher, Adeniyi Adeleye, and Department Chair, MaryAnne DesVignes	Increased enrollment in Learning Skills reading, vocabulary and mathematics	Curriculum Development \$5,000	\$5,000	Fall, 2009	Fall, 2011

*\*Projected Costs*

1. Faculty Requirements/Costs
2. Staff Requirements/Costs
3. Equipment Requirements/Cost
4. Facilities Requirements/Costs
5. Other Requirements/Costs