

Los Angeles City College
Comprehensive Program Review 2008

Mathematics/CSIT Department

XII. EPC Validation Review

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 mission statement is aligned with the college mission.

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 gives excellent analysis of the trends in enrollment for each discipline. They acknowledge some negative trends and provide justification and their plans to turn these trends around. They speak specifically about increasing enrollment by working with feeder high schools and changing curriculum towards vocational education for CSIT and CTEL. The decline in regular faculty staffing is given in terms of percentages. It is clearer to state the actual number of faculty lost instead of listing percentages. The committee notes and shares the department's concern for the declining enrollments in CSIT and CTEL programs. The viability of both CSIT and CTEL needs to be reviewed and evaluated by the college.

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.

There is missing information about labor market demand, the major outcomes of the advisory board meetings, and specific comparable programs. This information needs to be included, if available. Discussion of competing comparable programs and licensure/board exams should be categorized by discipline. We recommend finding a way to perform an employer satisfaction survey.

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.

All courses not updated since 2002 must be updated, archived, or deleted by December 2008. The department has identified course SLOs but needs to develop SLOs for their degree and certificate programs. They have made changes to curriculum by offering hybrid classes in CSIT and summer and winter classes in Math to help increase enrollment. The department is commended for scheduling their classes according to student scheduling needs. Please address the courses offered during traditional class times (daytime Monday-Friday). Program delivery and effectiveness is discussed briefly and would benefit from more analysis.

V. Departmental Engagement

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

The Math Department is commended for on-campus involvement but CTEL and CSIT are not mentioned. The department is doing a good job with active involvement with their six feeder high schools.

VI. Professional Development

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

The need for continued training in the area of CSIT is noted. Professional development activities are for the most part brief or not completed.

VII. Support and Activities

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

The lack of an Electronics Technician (who retired in 2007) is detrimental to the success of the CTEL discipline. This seems to be the key concern. The needs of Math and CSIT are not addressed. The selection "not at all" was checked for each academic support service including the Pi Shoppe. This is inconsistent with the department's evaluation of the importance of this service elsewhere in this program review. Please readdress. The impact of the college catalogue or the schedule of classes or the college website is not addressed. Marketing for CTEL is not addressed. The Math discipline is commended for their excellent performance at Math competitions. The department commended for the excellence of its Math Club.

VIII. Resources: Personnel, Equipment and Facilities

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

No classified staff are scheduled to retire. No student workers are listed; however, Pi Shoppe tutors are considered student workers and should be listed. One faculty member of the CTEL discipline is scheduled to retire in spring 2009, which will result in only one regular faculty in that discipline. The committee notes the severe effect that further staff reductions will have on the effectiveness of the CTEL program. A more detailed description of the equipment needs is recommended. Finally, the department is to be commended for positively dealing with the classroom space challenges being faced during the closure of Franklin Hall.

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 clearly and adequately addresses its budget and expenditures. The planning assumptions and self-assessment of challenges are clear and concise for all disciplines. New planning goals which correlate with the new action plans need to be listed. The department is to be commended for its action plans.

X. Final Summary by Discipline

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

The evaluation of each aspect of each discipline is complete and correlates with previous discussion in the program review. Areas of major concern in the CTEL and CSIT disciplines are addressed with action plans.

XI. Department Strengths and Weaknesses

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

The math discipline's strengths are clearly stated; however, the strengths of the CSIT and CTEL disciplines should be stated as well. The weaknesses of CSIT and CTEL are frankly stated; however, weaknesses for the math discipline should be noted as well. The integration of several of the "seven principles" into instructional practice in all disciplines is clearly and adequately addressed.

XII. Recommendations/Commendations

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

Commendations:

1. The outreach work with the feeder high schools is commended and encouraged to continue.
2. The department is commended for its high level of campus-wide involvement and its high quality student organizations.
3. The department is commended for its flexibility in dealing with space challenges during the closure of Franklin Hall.

Recommendations:

1. State the actual number of regular faculty lost in each discipline instead of giving a percentage decrease in faculty strength.
2. Missing information on labor market demand, major outcomes of advisory board meetings, and a description of specific comparable programs needs to be included.
3. Employer satisfaction surveys for CSIT and CTEL should be developed.
4. All courses not updated since 2002 must be update, archived or deleted by December 2008.
5. Progress needs to be made in assessing course-level SLO's.
6. Continued progress needs to be made in developing program-level SLO's.
7. The viability of the CSIT and CTEL programs need to be reviewed and evaluated by the college before replacing retired faculty and staff in these programs.
8. Professional development activities of all faculty need to be stated.