

Los Angeles City College
Comprehensive Program Review 2008

Media Arts 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 department's mission does reflect the goals and activities of the department and aligns with the college's mission in the areas of transfer and vocational training.

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 analysis of trends is quite thorough and accurately represents the available 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.

The department's analysis of labor market demand does represent the data and is very specific in terms of available jobs and trends. The description of advisory board activity does not appear to relate to any specific data. It is all related to internal issues such as equipment replacement/repair. No specific issues were identified and no action plans are referenced. There is no accrediting body for the vocational program.

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 department has done an excellent job of analyzing enrollment data and has responded to that data in scheduling its classes.
The department is ahead of the majority of the college in SLO development and assessment. They are one of the first departments on campus to have begun assessing their courses, however, they have not yet developed SLOs for programs within the department.
Title 5 outlines are all currently up to date with five courses in Photography coming due this year.
The department has done an excellent job of scheduling classes to meet student demand.

V. Departmental Engagement

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

The department is involved in a number of inter-departmental projects across campus.

While there is ample evidence that the department chair is actively involved in campus committees, there is little evidence that other members of the department are engaged at all. Only one other full-time faculty member is referenced as being a member of a committee.

VI. Professional Development

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

The department's review of professional development activity is extremely detailed and impressive with the exception of the following statement from one full-time faculty member "I think the only workshop/conference I went to was the photoshop one last year. What else do you mean by professional development?" It is clear that the majority of the faculty in this department are very committed to maintaining their knowledge of the fields in which they teach.

VII. Support and Activities

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

The department provides a fairly direct analysis of support needs however, with regard to custodial services, the department indicates on the identified responses that custodial support is not adequate to maintain health and safety standards but does not clearly indicate specific areas which are not in compliance, merely mentioning that custodial staff are unable to enter the area due to necessary security measures.

The department provides a detailed list of awards won by students, particularly in the Journalism program.

VIII. Resources: Personnel, Equipment and Facilities

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

The department has provided a detailed analysis of resource needs.

Staffing is addressed in regard to both faculty and staff positions. Equipment needs are identified such as the need for new computers in the shared computer lab and the need for updated software as well as the need for a new digital lab.

Facilities are addressed as well. The department has indicated the need for a larger amount of space as well as a more effective layout and improved security. It is noted in the department's analysis that the current location is temporary and a result of ongoing campus construction.

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.

Goals and action plans clearly relate to the challenges faced by the department.

Some of the information in this section is out of date. The department indicates that two full-time faculty paid student travel expenses out of pocket and were not reimbursed. This issue has been resolved and the faculty have been reimbursed.

The department's analysis in this area clearly identifies the planning goals with which its planning agenda is aligned.

X. Final Summary by Discipline

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

The department has laid out a clear planning matrix with goals and action plans to address major areas of concern. Much of this is, unfortunately, beyond the department's control as it is directly affected by the state's worsening budget picture. However, the department has followed established campus procedures to the best of its ability in an attempt to address these concerns.

XI. Department Strengths and Weaknesses

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

The department's identification of strengths is adequate, if not understated, considering its detailed descriptions in other areas of the program review.

The "weaknesses" identified by the department are not, in fact, weaknesses of the department but instead represent challenges beyond the department's control and therefore do not address the question of what the department can do to improve.

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:

- 1 - Full-time faculty, other than the department chair, should become more involved in campus committees.
- 2 - The department should more specifically address its custodial needs and recommend a solution to the operational challenge presented by its security needs.
- 3 - The section on planning and budget should be updated to indicate that faculty were reimbursed for travel expenses.
- 4 - The department should identify actual weaknesses.

Commendations: The department should be commended for the following:

- 1 - Their efforts to adapt to enrollment trends and student needs, including scheduling adjustments.
- 2 - The numerous recent awards won by the Collegian staff.
- 3 - Being ahead of the curve in the development and assessment of SLOs.
- 4 - Their level of collaboration with other departments.
- 5 - Their overall level of professional development.
- 6 - Their flexibility with regard to ongoing campus construction and relocation.