

Los Angeles City College

Art/Architecture Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

District Discipline Committees:

Wayne Chiu an active full time member of the District Architectural Discipline Committee, which consists of representatives from the Architecture Departments of five district campuses. This committee meets once every two months during the school year to address and coordinate curriculum issues, establish common goals throughout the district, and engage in collective planning for growth and innovation.

Norman Schwab is an active member of the District Art Discipline Committee that recently met to reaffirm minimal qualifications for teaching art history, fine arts studio courses and graphic design courses.

Campus Committees:

Gayle Partlow and Norman Schwab are members of the Academic Senate, the body responsible for establishing policy and maintaining standards in relations to all instructional and professional matters at Los Angeles City College.

Gayle Partlow and Wayne Chiu are members of the Curriculum Committee, the body providing ongoing evaluation and development of the professional curriculum and recommendation for updating it to the faculty.

Gayle Partlow is a member of the Educational Planning Committee, the body that provides guidance to the campus in the areas of program development, academic excellence, instructional support, diversity, partnerships, collaboration, extramural funding and educational outreach.

Departmental Committees:

Pat Caufield, Wayne Chiu, Phyllis Muldavin, Gayle Partlow, Norman Schwab and LaMonte Westmoreland meet bi monthly and as needed as an Interdisciplinary Scholarships Committee. We keep current on our scholarship awards funds and evaluate student applications for our departmental scholarships as well as external scholarships such as the San Francisco Art Institute tuition award.

Pat Caufield, Wayne Chiu and Gayle Partlow meet as a Departmental Technology Resources Committee. We maintain a PC lab for AutoCAD and SketchUp software and a Macintosh lab for Adobe Photoshop, Illustrator and InDesign software and FormZ 3D modeling software.

b. What interdepartmental collaboration has your department been involved in during the past six years?

ARCHITECTURE:

As a discipline within the Art and Architecture Department. Architecture participates in scholarship awards, scholarship fundraising activities and annual student exhibitions.

GRAPHIC DESIGN:

The Graphic Design Discipline maintains an ongoing relationship with the Photography Discipline discussing the possibility of collaborating on the development of a page-layout class as well as the integration of the digital imaging classes.

FINE ARTS: The Art and Architecture Department includes the Photography Discipline in its fundraising events and student exhibitions.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

ARCHITECTURE:

The architecture program has established an Advisory Board consisting of campus administrators, faculties within the department and from other campuses, and outside professionals. This group meets annually to review the program and makes recommendations on curriculum direction and general improvements.

ART: We have a partnership with San Francisco Art Institute to award a full tuition scholarship to a top student. We currently have a student graduating from SFAI and just selected a student to enter SFAI in the Fall. When our department has not had a student who wishes or is able to take advantage of the scholarship, (as happened a few years ago) we have arranged to have it awarded to another visual arts student ie a Cinema/TV student.

San Francisco Art Institute and California College of the Arts visit our campus annually to make presentations of their programs to our students. This is part of our ongoing efforts to make students aware of their options for transfer as well as a view of what students in the visual arts are doing elsewhere in the country.

Through our Art Gallery we have established exchange exhibitions with CSULA ie the Mentor/Mentee show at CSULA, semi-annual exhibitions of the Center for the Study of Political Graphics posters (a rich history of cultures) and Self Help Graphics, a free-to-the-artist printmaking workshop in East Los Angeles.

The Art Gallery again provides us with the opportunity to reach out to cultural communities as in the previous paragraph ie the annual exhibition celebrating Black History Month. In addition, we mount two alumni exhibitions per year.

We contact art and architecture faculty from the CS campuses as well as professional artists and architects in the field to jury our annual art and architecture student scholarship competitions.

Our fundraising events for the gallery and scholarships such as the artists' postcards and ceramic plates auctions not only bring in artists from other institutions, but bring our students in contact with artists working in the field. These events are heavily attended by the campus and the community at large.

**Program Review Report
Accreditation Theme – “Dialogue”**

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

None

b. What interdepartmental collaboration has your department been involved in during the past six years?

Joint collaboration with Workforce Education and the Business Administration Advisory Board.

Partnerships with Hollywood Police Department, Los angeles County Hospital, The Braille Institue and created internships for students.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

A Business Administraion Institute is being formed as of this writing. The purpose is to establish connections with local businesses and corporations to allow students to interact with professional employees and explore practical on the job training.

Chemistry and Geophysical Sciences Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

1. Purchasing committee: This committee identifies various purchasing needs for the department (supplies, equipment, etc.), and prioritizes such needs for department review and input. The current and past members are Al Germaine, Glen Baghdasarian, Elaine Carter, Christie O'Boyle and Peter Castro.
2. Curriculum committee: This committee is responsible for initial development of SLO's, making sure courses are updated, and assessment of SLO's. The current and past members are Terry Boan, Elaine Carter, John Freitas, Christie O'Boyle, Glen Baghdasarian and Phyllis Mays.
3. Safety committee: This committee is responsible for maintaining and improving the safety of the chemistry laboratory program, including identification of needed changes in instructional laboratory safety practice, identification of needed safety equipment and supplies, and drafting of safety policies. Current and past members are: Al Germaine, Paul Shin, Terry Boan and Elaine Carter.

b. What interdepartmental collaboration has your department been involved in during the past six years?

Our department regularly engages in informal, ongoing consultations with the Nursing Department, Life Science Department, Physics and Engineering Department, and Counseling Department. Discussions generally are focused on chemistry course requirements for course and program offerings from these departments. Discussions with the Counseling Department are focused on prerequisite changes and enforcement.

More formally, our department has since March 2002 collaborated with Life Sciences, Nursing, Dental Technology, Physics and Engineering, and Radiologic Technology in the programming and design of the Science and Technology building. Elaine Carter (department representative on the User Group) and John Freitas (Project Shepherd) participated actively in the User Group meetings for this programming and design process. This collaboration will continue until the project is completed and the building is occupied for the Fall 2009 semester.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Since its inception by Dennis Mitchell in January of 1995, our department has hosted the CityChem Seminar Series. We typically host three seminars per semester. Speakers from industries, educational institutions and governmental institutions such as Amgen, UCLA and the Los Angeles Department of Water and Power have presented seminars. In addition to inviting our students and LACC colleagues, seminar notices are sent to high schools, colleges and universities in the Los Angeles area.

We are also engaged with Cal State Los Angeles through the new Math/Science Teachers Initiative (MSTI). This is a nascent initiative formed between Cal State Los Angeles and several local community colleges, including LACC, that began in May 2007. The purpose of this initiative is to increase the pool of Grade 7-12 science teachers by developing programs which allow such students to complete their lower division courses for a bachelor's degree in Natural Sciences at the community colleges before transferring to Cal State Los Angeles to complete their degrees. If this initiative bears fruit, a significant increase in enrollment in both chemistry and geosciences course can be expected. Regardless of emphasis, all students working toward a bachelor's in Natural Sciences must complete courses in general chemistry, geology and oceanography. Additionally, students who choose an emphasis in the geosciences must also complete courses in mineralogy and petrology, both which used to be offered at LACC but are now archived. If this MSTI initiative comes to fruition, this will provide a golden opportunity to expand both our enrollments and offerings in geology and oceanography and offer courses in geology beyond the introductory level.

An initiative by Chancellor Mark Drummond, Trustee Mona Field, and DAS President David Beaulieu to include and expand environmental and sustainability awareness in the curricula throughout has led to the formation in October 2007 of the LACCD Sustainability Group. Chaired by David Beaulieu, the original purpose was to explore ways of creating certificate and degree programs in subjects related to sustainability and the environment, such as Environmental Science, to prepare students to be part of the green industry workforce. Since Environmental Science is officially under the jurisdiction of Chemistry and Geophysical Sciences, John Freitas is a member of this group. The goals of the group have expanded beyond the narrow focus on how to create specific certificate and degree programs to a more holistic view of how the ideas of sustainability can be woven into the fabric of the colleges beyond specific programs.

Since its inception in 1990, our department, along with chemistry departments at Pasadena City College and East Los Angeles College has actively participated in the Bridges to the Future Program with Cal State Los Angeles. This program directed by Professor Linda Tunstad of the Chemistry and Biochemistry Department at Cal State Los Angeles and funded by the National Institutes of Health is one of the original and most successful programs of its kind. The purpose of the program is to encourage promising students from underrepresented minorities to transfer to a four-year institution, graduate and continue to graduate school and pursue careers in biomedical-related research. Up to eight students per year are selected to participate in summer research at CSULA for up to two years. The current and long-time coordinator is at LACC is Dennis Mitchell. Past coordinators are Elaine Carter, Aaron Brown, and John Freitas.

Kids in Chemistry at local elementary schools. Program curriculum developed by the American Chemical Society. Participants include faculty and student members of the Science Club, Aaron Brown and Dennis Mitchell.

Southern California American Chemical Society (SCALACS) local section. Paul Shin is the chair of the Chemical Education Committee of SCALACS.

Cinema/Television Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Cinema Pre-requisite Challenge Committee – The committee examines the large number of pre-requisite challenge forms that are submitted each semester for approval.

Faculty members: Vaughn Obern, Joni Varner, David Jones, Tom Stempel, JP Geuens, Jonathan Kuntz

Television Pre-requisite Challenge Committee – The committee examines the large number of pre-requisite challenge forms that are submitted each semester for approval.

Faculty members: Vaughn Obern, Joni Varner, David Jones, Rolf Mendez

End of the Semester Screenings Committee – Films collected and prepared for screening. Event publicized and planned. Faculty members: Vaughn Obern, Joni Varner, Jonathan Kuntz

Staff members: Senator Michaels, Amos Rothbaum

Building and Equipment committee – equipment and facilities needs assessed, research completed, quotes obtained

Faculty: Joni Varner, Vaughn Obern, Rolf Mendez, David Jones. Staff: Art Ruiz, Juan Kalafatovich, Senator Michaels.

Scholarship Committee – Produces and distributes application forms for department scholarships. Evaluates completed applications and determines awards.

Faculty: Joni Varner, Vaughn Obern, Tom Stempel, JP Geuens

b. What interdepartmental collaboration has your department been involved in during the past six years?

We offer several skills certificates in conjunction with other departments. Our Cinematography Skills Certificates require two Photography classes. Our Cinema Production Certificate requires a Law class. The Directing Skills Certificate requires two Theater Arts classes. Our Producing Skills Certificate requires one Business class and one Law class.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

We're working with Hollywood High to have a more direct connection. We regularly give tours from student groups from other local high schools. Additional work is now planned for Cinema classes to be taught at high schools or high school students to take courses here.

Yearly workshop with Mole Richardson lighting.

SMPTE (Society of Motion Picture Television Engineers) student chapter in Department with monthly screenings and guests.

Numerous guest speakers throughout the school year provide and opportunity to "meet & greet" students. A partial list includes: Matchframe Video, Casting Networks, DXD Productions, FIND (Film Independent LA), DIY TV, Divine Spark Productions, Virgin Moon Entertainment, Japanese Film Director Kichidaro Negishi, & the Polish Film School at Lodz cinematographers.

English/ESL Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

1. Curriculum
2. Testing
3. Evaluation
4. Tech Ed
5. Social and Environment
6. Adjunct Faculty
7. Writing Center
8. Textbook Selection/Collaboration
9. Chair/Vice-Chairs'
10. Scholarship/Writing Contest
11. Citadel
12. Scheduling

b. What interdepartmental collaboration has your department been involved in during the past six years?

1. OSS
2. EPC
3. Academic Senate
4. AFT
5. Curriculum
6. IDWG II
7. AAHC
8. BFSA
9. Tech Ed
10. D/DL
11. Shared Governance(?)
12. Book Program
13. Paired Classes (English 101/History11)
14. First Year Experience

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Our department works very closely with all of the departments on the campus. We are working to aid all departments with stricter requirements for writing and more assistance for our students. We have our annual scholarship awards ceremony based on our endowed scholarships with the Foundation. We also work closely with the Book Program and require our students to write an essay for a scholarship at the end of the semester. We also encourage collaboration between the Book Program author and our classes. Many professor use the Book Program selection as required reading for their class.

We also participate in multiple Career Day experiences throughout Los Angeles. It is important that we be the positive face of LACC and we allow student to meet and greet their future professors so they may want to become one someday. Our Annual Scholarship Award Ceremony is also co-sponsored by the Los Angeles Cultural Affairs Office in conjunction with Barnsdall Park.

We work closely with our publishers and encourage them to also give back to the college. They sponsor part of our event also and they provide small monetary book grants for students. We are in our infancy with reaching out to community, but it is important that we continue to work with the community. Additionally, the chair of the department works closely with the community as the African American Heritage Committee President. With that group, collaboration is very important. It is important to note that many events happen on campus to increase awareness of the needs of our college and its African American population. Recently, a scholarship was held at the California African American Museum. It was a community event that was an excellent example of the power of hardwork and the tenacity of our students.

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Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

The following committees are maintained within the department and faculty roles include:

1. Certificate Coordination of Child Development Certificates-The Coordinator maintains records of our certificates, keep them updated, prepare the information for students regarding certificates, advertises for participation, communicates procedures and processes to adjunct faculty, checks transcripts for proper classes to meet certificate requirements, and prepares certificates. --Nancy Washburn takes charge of this activity collaborating with other fulltime faculty.
2. Child Certificate and Recognition Program Committee-Faculty work as a team to plan and scheduled a yearly Child Development banquet each year to honor students receiving certificates and/or graduating. Organization of this activity includes: selecting and working with a student Mistress/Master of Ceremonies, develop an invitation and program, facilitate mailings, and provide food and decorations. All Department members participate in this activity. The 2007 Chair was --Nancy Washburn. The 2008 Chair is --Keli Miller. --Cheryl Werble organizes, announces, and gathers data in the selection process of scholarship applicants.
3. Information/Advisory Meetings-The department offers 2-3 information sessions to students advising them on career ladder paths, educational pathways, including vocational and transfer, and provides information about the Child Development Permit and certificate requirements. A faculty acts as lead coordinator and all faculty participate in at least one information session. The 2007-2008 Coordinator for this activity is--Mary Skousen Radford.
4. Advisory Committee Coordinator-A faculty member (usually the Vice-Chair) coordinates the yearly advisory committee. All faculty participate in supporting this activity by assisting with program agenda, identifying materials to handout, providing food and decorations, and set up and clean up of the meeting. As Vice-Chair--Cheryl Werble coordinates this activity.
5. VESL Committee Coordinator- The VESL Coordinator works with a sub-committee to develop VESL curriculum for Child Development and coordination of student tutors. --Cheryl Werble coordinates this activity.
6. Mentor Teacher Coordinator-The Mentor Coordinator facilitates the placement of practicum students with our community preschools certified as Mentor Teachers.--Cheryl Werble coordinates this activity.
7. SLO Coordinator and Team Members-The department SLO Coordinator provides Leadership for Department SLO activities including presentations to adjunct faculty and advisory committee members. Provides individual training and advisement to faculty on the development of SLOs and Title 5 updates and schedules assessment meetings.
--Patricia Schmolze coordinates this activity. The Spring 2008 Assessment Team Members include: --Keli Miller, --Mary Skousen and Radford,--Nancy Washburn and --Cheryl Werble.
8. Tenure Review Committee-All Tenured Child Development Department members participate in the Evaluation process for at least the one of the two probationary faculty members. The team members include--Kathleen Bimber,--Cheryl Werble,--Patricia Schmolze--and Nancy Washburn.
9. Mentors-Two of the faculty members currently serve as Mentors to probationary faculty in the department. They are --Patricia Schmolze and --Nancy Washburn. --Kathleen Bimber serves as a Mentor to a probationary faculty member in Speech and --Patricia Schmolze completed a Mentor relationship with a Probationary Faculty in Nursing.
10. Child Development District Discipline Committee-The District Discipline serves to coordinate information, curriculum, and best practices among the nine Community Colleges. The Department Representative for the Child Development District Discipline is --Nancy Washburn. --Kathleen Bimber has served as Co-Chair of the Committee 2006-present.

b. What interdepartmental collaboration has your department been involved in during the past six years?

1. Academic Senate LACC-The FCS Department Senate representative brings information to the department faculty and represents the department in Senate votes. The Department Senate Representative is --Nancy Washburn and the Alternate is --Mary Skousen Radford. --Nancy Washburn has been the department representative 2005-present, served on Academic Rank the Committee for 2 years and participated as a Grievance Representative for two years. --Nancy Washburn and --Patricia Schmolze also participated in the Academic Senate Town Hall Meeting on Vision, Mission, and Goals Fall 2007.--Kathleen Bimber was Vice-President of the Academic Senate Academic Senate 1999-2004. In that role, she supported the Senate President on faculty and Academic matters.

2. Academic Senate Basic Skills Taskforce- --Patricia Schmolze and --Mary Skousen Radford were actively participants in the Basic Skills Taskforce contributing to the campus-wide process of self-assessment for basic skills.

3. Academic Senate District VP- --Kathleen Bimber is VP of District Academic Senate-r serving as the faculty Chair of District Curriculum Committee and the Educational Planning Advisory Committee as equivalency Chair 2007 to present.

4. Accreditation-Department members participated as team members and Co-Chairs for the 2003 and 2009 Accreditation cycles. --Keli Miller and --Mary Skousand Radford are team members for the self study for 2009 Standard II and Kathleen --Bimber and --Patricia Schmolze contributed to the 2003 Accreditation Self Study Committee as Co-chairs. Kathleen was Co-chair of Standard Four and organized the self-study of that standard and --Patricia Schmolze did the same for Standard seven.

5. AFT-The AFT representative brings information to the department faculty represents the department in a AFT votes. The Department AFT Representative is--Janice Young. --Janice Young and --Patricia Schmolze participated in the AFT and Shared Governance Planning Town Hall Meeting for Accreditation on College Vision, Mission, and Goals Spring 2008.

6. Curriculum - The curriculum representative assists faculty in the updating and development of programs and courses. The Department Curriculum Representative is --Kathleen Bimber.--Kathleen Bimber served as the Chair of Curriculum Committee 1999-2004.

7. EPC-Three department members served on the Educational Planning Committee and participated in academic strategic planning and program review/biennial review and viability review--Cheryl Werble served from 2000-2007 and --Kathleen Bimber and --Patricia Schmolze served on the committee from 2001-2004.

8. Honors Committee- --Kathleen Bimber represented the Curriculum to advise Honors Program Curriculum 2000 -2003.

9. Instructional Technology Committee- --Patricia Schmolze served as a member of ITC from 2000-2005 and Co-Chaired the Committee from 2002-2005.

10. Matriculation Committee- Committee member provided advisement on pre/co-requisite enforcement.-- Kathleen Bimber served from 2001-2003.

11. Shared Governance Representative--Two Department Members served as faculty representatives on Shared Governance 2001-2005. --Kathleen Bimber represented Curriculum and --Patricia Schmolze represented Staff and Organizational Development in the shared governance process. Patricia Schmolze served as Chair of Shared Governance 2003-2004. Both Bimber and Schmolze were on the SGC Planning Subcommittee and Schmolze was on the SGC Budget Committee 2004-2005.

12. Staff and Organizational Development and the Teaching Learning Center- --Patricia Schmolze served as the Director of Staff and Organizational Development and the TLC from 2001-2005. --Cheryl Werble participated as a committee member from 2004-2005.

13. Staff and Organizational Development-LACC Book Program-The LACC Book Program plans reading, discussion group and lecture events to serve as an all campus cognitive and cultural experience for students, faculty and staff. --Keli Miller represents the department on the Committee and--Patricia Schmolze has served

has a founding committee member from 2001-2005.

14. Special Project-Strategies for Student Success class-This class was designed to increase student success and was taught in a co-teaching model between a Child Development Department member and a Counselor. -- Nancy Washburn co-taught this class 2005-2006.

15. Special Projects-Math and English Cohort Classes Coordination—As part of a Basic Skills Project, and working with the English and Math Departments, --Keli Miller has been working toward the coordination of English and Child Development and Math and Child Development cohort classes Spring 2008.

16. Success Net-The district wide committee for student success.--Kathleen Bimber has participated as a planning team member at the District level and --Patricia Schmolze and Mary Skousen Radford have represented the department in district-wide presentations.

17. Student Learning Outcomes and Assessment Team- --Patricia Schmolze has served as a member of the Student Learning Outcomes and Assessment Team from 2006-present. In that capacity she has provided training for faculty, given presentations to individual departments, and worked on campus-wide reports for Accreditation with other team members from different academic and student services departments.

18. Student Learning Outcomes and Assessment Team-eLumen Pilot Project-The eLumnen project (in part) is to facilitate course level assessments using the eLumnen software to organize an aggregate the data. --Keli Miller and --Patricia Schmolze participate on that committee and bring information to the FCS Department on the program.

19. Tenure Review Committees (Outside the Department)-Three Department Faculty are serving or have served on Nursing Tenure Review Committees --Patricia Schmolze Chaired a Nursing tenure Committee and Cheryl Werble and Nancy Washburn serve(ed) as Nursing Tenure Committees members.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Each year the Child Development and Dietetics Disciplines reach out to over 40 agencies to receive input and to develop collaborations at their annual Advisory Committee Meetings. In addition through the Mentor Program the College makes connections with over 25 community Early Care and Education agencies who work with the Department to provide Mentored placements for Child Development 22 and 23 students each year and some who participate in an annual selection committee process.

CD 31 has guests from Lanterman Regional Center and from L.E.A.P (Learning Experiences and Alternative Programs for Infants), which is a home intervention program for infants with special needs.

Many Child Development Centers are utilized by our students for observation to enhance their learning experience. Our communication with these centers enhances the success of our students and creates connections with the community.

Faculty have facilitated workshops at schools in the area, for example at Rose and Alex Pilibos Armenian School in 2006.

CSULA/LACC Child Development Transfer Partnership: This year, the department wrote for and was awarded a grant to create a seamless pathway for Child Development students interested in transferring to CSULA. One important result from this grant is LACC has been successful in revising the current articulation agreement with CSULA to include over 19 Child Development units. This has smoothed the way for students interested in transferring. The grant has three tiers: Tier 1: High School recruitment with two high schools in the partnership. Each High School has a Child Development class scheduled this semester designed to encourage High School students to choose Child Development as a career. Tier 2 focuses on recruiting Child Development students interested in transferring to CSULA into the program to receive support to enhance success and retention upon transfer. Tier 3 is the BA cohort. LACC Tier 2 students move to this tier upon completion of program requirements. Currently we have 20 student participants who began BA classes at LACC this March. The focus is on the Tier 2 participants to ready them for success upon transfer to CSULA. Mentors and tutors are provided to students who fill out a participant profile and obtain a student advisement plan from the dedicated Child Development Counselor partially paid for by the grant. Mentor teachers provide communication in a variety of ways to each participant either identified by the Academic Coach or the Academic Counselor as in need or by student request. This program is a team effort and should increase the number of student transfers. Collaborations have been strengthened at the High Schools, with community preschools with Mentor Teacher participation, with CSULA and their faculty and Writing Center staff and within LACC, i.e. Counseling, Transfer, Trio, Math and English.

Foreign Languages & Humanities Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Foreign Language Day Committee - plans the annual foreign language day
Scholarship Committee - screens annual scholarship applications
Alpha Mu Gamma Committee – plans the annual Alpha Mu Gamma awards ceremony

b. What interdepartmental collaboration has your department been involved in during the past six years?

The Humanities discipline participated in the pilot program for the First Year experience for the 2007-8 academic year. We worked with the Math, English, and Counseling departments to provide a coordinated experience for a cohort group of first year summer bridge students. We will continue to participate in this program next year. The Humanities discipline has also discussed forming a learning community with the English Department. This would pair a humanities course with a writing course and would have the same student cohort group. The department also participates on college wide events such as Constitution Day and the Book program by encouraging their students to participate and at times bringing their classes to events. In addition, the department has worked with the music department on several collaborative projects, including the Alpha Mu Gamma 75th Commemorative Luncheon, the annual Foreign Language Day Celebration, and the Alpha Mu Gamma Membership induction ceremony.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

The Spanish faculty members are developing a student exchange program with the University of Guadalajara. Professor Liao is active in the Chinese-American Professional Society and the Southern California Chinese School Association. Professor Rivera is a member of the Modern Language Association, and Professor Parada is a member of the campus Latino organization. Professor Walzer is active in the AFT 1521 faculty union, the California Federation of Teachers, and the County Federation of Labor. Through these organizations, students have been active in advocacy around a number of important social issues including education, immigration, and protecting social services. Professor Walzer also participates in the League of California Community Colleges, and attends their biannual conferences. Foreign language faculty have also organized a yearly educational tours to both Europe and China. In addition, the Foreign Languages department serves as the national headquarters for the Alpha Mu Gamma Society, which serves over 300 college campuses.

**Program Review Report
Accreditation Theme – “Dialogue”**

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

We do not have any standing committees.

b. What interdepartmental collaboration has your department been involved in during the past six years?

Our most recent interdepartmental collaboration was with the Psychology Department. We collaborated in offering a Forensic Psychology class. The class didn't have good enrollment numbers so it was discontinued.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

We have had strong connections with law enforcement and the legal community. This will continue and become even stronger in the future. These connections is of utmost importance since we placed emphasis on establishing extremely good internship programs and advisory groups.

Library Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

The Library faculty meet monthly September through May to discuss operation of the library, to discuss instruction and curriculum, to review policies, and to exchange information. The Department Chair meets four to six times per year with the Library Technicians and IA/IT for the similar reasons.

b. What interdepartmental collaboration has your department been involved in during the past six years?

The librarian responsible for Collection Development regularly requests book suggestions from faculty via emails and personal contact. The Department Chair emails information about the Library Orientations available. Some years, this information is included in the Mandatory FLEX Day packet. A FLEX activity has been offered to faculty on library resources.

Librarians attend departmental meetings to market Bibliographic Instructions sessions.

Cataloging librarians from the 9 campuses meet and email for training, updating, and establishing policy for the shared cataloging of the book database. The addition of electronic books has been a recent concern.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

A Reciprocal Borrowing Agreement between John F. Kennedy Memorial Library, California State University, Los Angeles, and Los Angeles City College Library was finalized July 2007. This allows students who complete a registration process to borrow books from the other library.

Los Angeles City College Library participated in the UCLA Information Studies Internship program by supervising and providing evaluation of an intern Spring 2008.

Life Science Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Faculty Evaluation -- evaluates faculty: G Gonsalves, D Hicks.

Technology Committee -- examines our current equipment needs and makes recommendations: G Gonsalves, D Hicks.

Student Aid & Mentoring -- deals with matters regarding supplemental student aid, especially the EOP&S SI program: G Gonsalves, K Khollesi, M Garcia, D Hicks, S Phommasaysy

b. What interdepartmental collaboration has your department been involved in during the past six years?

Over the past 6 years our department has been involved in relatively few interdepartmental collaborations due to the time constraints imposed by our sizeable growth and limited support. We had early associations with the Science club started by A Brown in Chemistry and our Environmental Club sometimes collaborates with Chemistry and does campus-wide promotions and events.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Once again, our department has been fighting to sustain our growth with our current resources so our activities in community outreach have been limited. We have, however, formed a collaboration with the local hospital SEIU Healthcare worker union to offer classes for their students, raised community awareness through environmental club activities, and collaborated with Mt. San Antonio College to put on a specially funded Microbiology class.

Learning Skills Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

The Center maintains 3 standing committees: the Departmental Curriculum Team, the Departmental Student Success and Retention Team, and the Departmental Hiring and Evaluation Team. Each committee meets on a monthly basis to address its given areas of responsibility and reports to the monthly Learning Skills faculty meeting.

DEPARTMENTAL CURRICULUM TEAM

(Joyce Allen, Chair, Oni Adunni, Carmen Ilano, Robert Vangor, Ronald Glass)

The specific responsibilities of this committee include the following:

1. Title V Updates
2. New Course Proposals/Course Changes
3. Course Content Evaluation and Instructional Materials
4. Student Learning Outcomes' Development, Assessment, and Evaluation

DEPARTMENTAL STUDENT SUCCESS AND RETENTION TEAM

(Oni Adunni, Chair, Miryam Jannol, Adeniyi Adeleye, Huong Dao)

The identified charges of this committee include the list as follows:

1. Student Attendance and Course Progress Accounting
2. Student Contact Hours and Positive Attendance Recording
3. Tutor Contacts
4. Interdepartmental Collaborations (testing, workshops, presentations, etc.,)

DEPARTMENTAL HIRING AND EVALUATION TEAM

(MaryAnne DesVignes, Chair, Adeniyi Adeleye, Miryam Jannol, Susan Matranga, Andrea Smith)

The responsibilities of this committee include the following:

1. Student Tutor Hiring and Evaluations
2. Faculty Evaluations

b. What interdepartmental collaboration has your department been involved in during the past six years?

The Center engages in a variety of interdepartmental activities, particularly those that directly support students in need of basic skills remediation or development. These activities include in-class presentations, skills development workshops, in-class diagnostic basic skills testing, and departmental basic skills collaborative projects. Each semester, the Center schedules in-class presentations describing the various programs and services available in the Center for various disciplines, namely Child Development, Nutrition, Political Science, Math, English/ESL, Photography, Dental Technology, Psychology, Nursing, Business Administration, Law/AJ and Health.

The Center has also established interdepartmental liaisons in the development of identification of students with basic skills needs, and faculty meet regularly to discuss program improvements and retention efforts. These collaborations include Nursing, Dental Technology, Dietetics, and Child Development.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

The Center has played an active role in establishing a relationship with the Los Angeles County Office of Education HeadStart division by providing a variety of instructional seminars, workshops, and classes over the last six years. The Center, in fact, hosted the first graduating cohort of HeadStart teachers, who, through the assistance of Learning Skills instruction, completed their AA degrees and graduated from City College in the 2003 graduating class, where over 25 HeadStart teachers received their degrees in child development or liberal studies.

Additionally, the Center is a primary referral source for participants/clients in the Asian-American Drug Prevention Program (AADAP), where clients receive special training workshops--Resume Preparation and Job Search Skills, Math Anxiety, and Writing Fundamentals--in an effort to develop more effective basic skills in preparation for general education or career/technical training majors. Over the last 6 years, Learning Skills has served over 200 AADAP clients.

**Program Review Report
Accreditation Theme – “Dialogue”**

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Scholarship Committee administers Department scholarship awards to selected student applicants.
High School Math Competition Committee schedules and conducts annual Mathematics competition for High School aged students in the greater Los Angeles community
Social committee organizes department social events, celebrations of birthdays, maintains coffee and refreshments for faculty
Evaluation committees conduct evaluations of regular faculty members

b. What interdepartmental collaboration has your department been involved in during the past six years?

We have worked with the Physics and Engineering Department on the semi-annual Engineering orientation days for Math Physics and Engineering students.
We have collaborated with English and Social Science Departments in the La Guardia summer program for our exceptional students.
We are collaborating with the Child Development Department on a cohort approach to successful learning in Mathematics.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

CSIT has coordinated a vigorous outreach program with six of our feeder high schools. Students begin college level CSIT courses while still in high school and are then given the opportunity to complete the programs at LACC.
Mathematics is collaborating with CSULA in the MSTI program to graduate teachers who have strong capabilities in the areas of Mathematics and Science

Media Arts Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

none

b. What interdepartmental collaboration has your department been involved in during the past six years?

Media Arts has been working closely with the Art Department, the Theater Department, the Cinema Department, and the Music Department in a effort to create more interest in the creative arts at LACC

In addition to the aforementioned departments, Math CSIT is part of a skill certificate being developed in conjunction with CTE to assist students in getting entry level jobs in the entertainment industry.

The Media Arts Department is an active participant in the campus community, with representatives sitting on many committees. The chair of Media Arts, Daniel Marlos, has served on the Educational Planning Committee (EPC) since 2004. The chair served as the Satellite Subcommittee Chair for one year and has served on that committee since 2004. The chair also serves on the Program Review Subcommittee of EPC, the Curriculum Committee and Academic Senate including chairing the Awards Committee for the past two years. The chair has served on several hiring committees on campus, most recently Dean of Student Retention, Associate Dean of Student Services and Associate Dean of EOP&S. Instructional Assistant Amy Oliver is the Classified AFT representative on EPC. Linda Okamura, Professor of Photography, is an Academic Senate representative.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Media Arts has participated in Preview Day and Welcome Day on campus whenever they are scheduled. Media Arts also provided a strong presence at the Sunset Junction Street Fair in the summer of 2006 when LACC purchased booth space.

Music Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

None.

b. What interdepartmental collaboration has your department been involved in during the past six years?

Our early childhood music classes (Music 130, 146, 147) are part of the Early Childhood Development certificate. African American Music (Music 135) is also offered through the African American Studies discipline (Afro Am 60). We collaborated with the Dance Department on several Music 250 performances. Our daytime Music 152 concert series is open to the entire campus. In previous semesters we employed office workers from CAOT.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

The Department has participated in numerous high school Day at City events. In summer 2006 we advertised at the Sunset Junction street festival. This summer we plan to get a table at the Lotus Street festival.

The Department offers outreach courses (Music 101, Music 650) at the Downtown Business Magnet.

We collaborate with the Harmony Project, which offers music courses on campus on evenings and weekends, enrolling over 200 students each semester in lecture (Music 250) and lab (Music 620) courses. The Harmony Project is a non-profit organization serving the cultural and artistic needs of underprivileged children in the Los Angeles area. Their mission is to promote the development of children through the study, practice and performance of music; to build healthier communities by investing in the positive development of children through music; and to develop children as musical ambassadors of peace, hope and understanding amongst people of diverse cultures, backgrounds and beliefs.

Along with the other arts departments on campus, Music is working with a public relations specialist to advertise in high schools, get press releases into various publications, and improve our message. The impact of this work remains to be seen.

Nursing Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Nursing Curriculum Committee:

Reviews and evaluates all curricula for appropriateness, currency, consistency with course and program goals and student learning outcomes.

Identifies and validates curriculum threads in each course.

Evaluates curricula for consistency in implementation of the theoretical model.

Evaluates, implements new teaching and or technology methods to facilitate and improve student learning outcomes.

Student Admissions and Retention Committee:

Reviews all applicant files for admission to validate that admission criteria have been met.

Selects qualified applicants for admission using a lottery system.

Reviews information on students who are in academic jeopardy and collaborates with course faculty and other departments to design appropriate remediation programs.

Assesses academic records, TEAS results, intervention outcomes, faculty reports for students who have failed. If there is a pattern that may have led to student failures, collaborative interventions are developed and implemented to address those issues.

b. What interdepartmental collaboration has your department been involved in during the past six years?

The Nursing Department has worked very closely with the Learning Skills Center to develop remediation plans, tutorial workshops, and supplemental instruction for students who demonstrate academic deficiencies. Academic deficiencies are demonstrated by below standards scores on standardized admission tests, poor course scores, communication difficulties (language), clinical performance below course standards (often related to deficiencies in basic skills or language issues).

The Nursing Department also collaborates with the Teaching Learning Center to assist with faculty development in the use of etudes and other computer programs.

This department also collaborates with the science and math departments regarding pre-requisite courses and has accordingly modified one of our admission requirements as a result of this interaction.

Faculty from the Nursing Department participate in Academic Senate, curriculum committee, tenure review committees, Information Technology committee, Department Chairs caucus, Educational Planning Committee.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

The Department of Nursing maintains a close and active relationship with the health care organizations in this community. In collaboration with Children's Hospital Los Angeles, the LACC Nursing program maintains the ongoing RN Residency program, for which college credit is granted to all enrolled RNs. This program has expanded to several area Children's Hospitals as well.

With support of the Chancellor's Office Workforce Development grant, the Department of Nursing and CHLA developed and implemented the Adult RN Residency program, based on the platform of Pediatric RN Residency program, already in place. This was a 2 year grant and is now a self-sustaining program, that is now in place at several area adult hospitals.

The Department of Nursing Chairperson is an active participant on the Health care subcommittee of the Hollywood Chamber of Commerce. The purposes of this committee are to increase the public's awareness of health care services, elevate the standard of health care, improve access to health care, and participate in local, federal, and state policy that affects the health and well-being of our population.

The Department Chairperson also participates in the Community Redevelopment Agency activities that affect the health and welfare of residents in the Hollywood/LA area.

Students and faculty participate in community health fairs and provide blood pressure screening, cholesterol screening, height, weight, body fat analysis screening, glucose evaluations, nutritional education and other activities as needed.

Philosophy Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Members of our faculty serve on the following committee:
Accreditation
Academic Senate
Curriculum
Dept. Chairs Council

b. What interdepartmental collaboration has your department been involved in during the past six years?

We have had no collaboration with other departments in the sense of developing inter-departmental classes. Attempts to do this in the past have failed in large part due to the fact that departments are not eager to share their students with other departments.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Connections with other schools take place by means of attending lectures at these institutions. In addition, we all have friends at other institutions and are kept abreast of some developments by means of these connections.

**Program Review Report
Accreditation Theme – “Dialogue”**

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Several. Scholarship committee. Evaluation committees.

b. What interdepartmental collaboration has your department been involved in during the past six years?

A fair number of projects with the Math department and CTCL. Adjacency with the Math department has been crucial in these collaborations!!! [More to come.]

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Good work has been done in this area! Connections with CSLA, JPL, Belmont High School, Cal Poly Pomona, among others have been established and maintained. [More to come...]

Psychology Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Scholarship, textbook, and Human Services Certificate graduation and luncheon. Almost all members participate on all the committees.

b. What interdepartmental collaboration has your department been involved in during the past six years?

Collaborated with Law and AJ to design a Forensic Psychology Course.

Collaborated with Philosophy and Law and AJ on the modernization of HH

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

HeartMath's Qualified Instructor Program train the trainer certification program.

Universal Learning Project for the State Chancellor's Office. Assisted in the testing and development of specialized learning programs utilizing advanced Kurzweil software.

Psychology Teachers at Community Colleges Conference. The department working with the American Psychological Association and the national Psychology Teachers@ Community Colleges put on a highly successful one-day conference in 2007 with nationally recognized speakers. This conference was attended by over 100 psychology faculty from all over southern California and was considered a huge success and "best ever" regional conference by the national organizations.

The department continues to develop relationships with the community based mental health care organizations in the region. Students in the Human Services Program are placed at over 100 community-based organizations.

In 2007-2008 the department established a relationship with the CAADAC organization and will be the only CAADAC certified and accredited community college in the region.

Radiologic Technology Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

The Radiology Program has an Advisory Board Committee that is required to meet every six months. In extraordinary circumstances there have been emergency meetings called in between the scheduled meetings.

The charge of the Advisory Board Committee is to review curriculum, discuss equipment and hospital needs, discuss changes in imaging technology, review student performance and in the summer select the next incoming class.

The Advisory Board is made up of the Clinical Coordinators from each hospital, a member from the LA City College Administration and the faculty of the Radiology Program.

b. What interdepartmental collaboration has your department been involved in during the past six years?

The radiology department has collaborated with the Life Science department and the Nursing department.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

The Radiology Department has established connections with:

Loma Linda University
Charles Drew University
Gateway Community College
Pasadena City College
El Camino College
California State University at Northridge

Institutions:

City of Hope Medical Center
Cedar Sinai Medical Center
UCLA Medical Center

Businesses

Mediscan
Kaiser Permanente Hospital
PET/NET
Fiore Technologist Registry
Elsiever Publishing
Advanced Health Education Concepts

Organizations:

California Society of Radiologic Technologists
American Society of Radiologic Technologists
Society of Nuclear Medicine - Pacific Southwest Chapter

Speech Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Academic Senate: Ken Sherwood/President 2007/2008, Fleur Steinhardt/Parliamentarian/District Senator/Voting Delegate for ASCCC, Jeanne Dunphy/Representative.

Curriculum: Helen Bunn/Department Representative

Info Tech: Kathleen Beaufait/Department Representative

AFT: Jeanne Dunphy/Department Representative/Negotiations Team - 2002 and 2008, Sharon Hendricks/Department Representative 2008.

Work Environment Committee: Jeanne Dunphy 2007/08, 2005/06.

District Planning Committee: Ken Sherwood

Educational Planning Committee: Ken Sherwood

Shared Governance Council: Ken Sherwood

EPC Distance Education Sub-Committee: Ken Sherwood

EPC Educational Master Plan Sub-Committee: Ken Sherwood

Facilities Planning Committee: Ken Sherwood

Budget Allocation Sub-Committee: Ken Sherwood

District Speech Discipline Committee: Kathleen Beaufait/Fleur Steinhardt/Jeanne Dunphy

Project Match Steering Committee: Fleur Steinhardt

b. What interdepartmental collaboration has your department been involved in during the past six years?

Speech ESL works consistently with English/ESL to insure that students are receiving consistency within instructional levels.

Learning Resource Center Proposal: Kathleen Beaufait/Helen Bunn/Les Belikian

Wilshire Viability Study: Jeanne Dunphy

Student Success Initiative: Jeanne Dunphy/Sharon Hendricks/Ken Sherwood

Basic Skills Task Force: Kathleen Beaufait

Accreditation Team: Ken Sherwood/Jeanne Dunphy/John Matteson/Sharon Hendricks/Kathleen Beaufait

District Financial Aid Task Force: Helen Bunn

The Speech Clinic collaborates with the Theater Department to provide support for members of the Theater Academy. The Speech Clinic collaborates with Learning Skills to provide tutoring to ESL students to acquire technological literacy. The Speech Clinic collaborates with Office of Special Services for its speech clinic courses. The Speech Clinic also collaborates with the English Literacy/Citizenship Program to assist students with oral communication skills for their citizenship interview.

The Speech Department is also collaborating with the Child Development department in developing courses for the Speech-Language Pathology Assistant Program.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

The Service Learning component of Speech ESL classes has worked with local schools and non-profit organizations to provide students with an opportunity to improve their English language skills, job training skills while serving community needs.

Ken Sherwood has been working with Santee Educational Center to develop a competitive high school debate team and to join the National Forensic League and the National Urban Debate League and prepared them for a debate in front of Los Angeles Mayor Villaraigosa.

Many off campus - outreach - classes offered. Speech ESL taught to the Department of Insurance.

Social Science Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Scholarship committee
The Scholarship committee has five members.
Their charge is to assess student eligibility for membership in the Social Science scholarship honor society, Sigma Tau Sigma.
Once eligibility is determined, the committee awards scholarships to the three members with the highest GPAs.
But the department has members who serve on the following campus committees: Academic Senate, SGC, EPC, Curriculum, Distance Education and SCG budget committees, among others.

b. What interdepartmental collaboration has your department been involved in during the past six years?

The Social Science department has collaborated with the English Department by developing paired classes.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

None

Theater Arts Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

- Faculty Committee. Monthly meetings to attend to the business of the department. All faculty of the department are members of the committee.
- Staff Committee. Monthly meetings to attend to the business of the department and to deal with the responsibilities and concerns of the theatre staff. All staff members in the scene shop, the costume shop, and front-of-house comprise the membership.
- Production Committee. Weekly meetings comprised of faculty, staff, and students involved in the upcoming Academy production.
- Faculty Selection Committee. Faculty to select and recommend appointment to the Administration of faculty interviewing for a full-time teaching position. The committee membership is made up of all full-time faculty.
- AFT Negotiations Committee. Faculty who maintain a connection with the union and its ongoing negotiations with the District. Committee is usually comprised on one faculty member who may be especially interested in negotiation matters.
- Audition/Interview Committee (Acting). Faculty who audition and interview prospective applicants who are interested in training at the Theatre Academy. The faculty are comprised of all full-time acting and voice faculty.
- Interview Committee (Costumes and Technical Theatre). There are also sitting committees for the students who are interested in becoming students in either the costume area or the technical theatre area. These two committees are comprised of full-time faculty from the respective areas.
- Evaluation Committee. The full-time faculty are charged with evaluating faculty and providing a written evaluation that will be provided to the one being evaluated with an additional copy sent to Administration. The process is carefully dictated according to union contract. Full-time faculty, an Academic Senate representative, and the dean of Academic Affairs are members of comprehensive evaluations. Simple evaluations of full-time faculty may include a committee of full-time faculty and the dean. The Chair or his designee may function as a committee of one in evaluating adjunct faculty.
- Webmastering Committee. This faculty member maintains the Academy’s website. Professor Diane Sisko has been the one faculty member who has held that committee position.
- Alumni Group Committee. Within the Academy, there is an active alumni group that meets monthly. Key liasons, including the Chair of the Theater Department and various faculty members have sat in the meetings as representatives of the Theatre Academy. Faculty have also been present during Alumni sponsored events such as staged readings.

b. What interdepartmental collaboration has your department been involved in during the past six years?

- The Theatre Department produces a season of six or more plays per year on campus selected from the greatest works of world drama such as Arthur Miller, Tennessee Williams and William Shakespeare. All classes especially the English and ESL Departments, Humanities, History among others are invited to interpolate teaching about these texts as part of the curriculum and bring groups of their students to attend performances.

- The campus community is invited to attend “talk back” sessions after performances of particularly important and timely plays, especially involving the playwrights themselves, such as the session with Sean Huze, author of the celebrated VetStages Iraq veteran play *The Sandstorm*, or the 60th anniversary commemoration of the integration of major league baseball in Bryan Harniteaux’s *National Pastime*.
- The entire City College Faculty is provided with Staff Development Flex Credit for attendance at Theatre Department productions.
- Faculty and staff assisted in the preparation for the on-campus lecture by Amiri Baraka (aka LeRoi Jones)
- Theatre Department faculty function as liaisons with African American Heritage Committee’s Black History Celebration
- Theatre faculty and staff have assisted in coordinating with the faculty from the Music Department regarding dates and times of setup and takedown of an evening Music course featuring John Williams
- Theater faculty and staff have assisted in the coordination of setup, presentation, and close-up in the Camino Theatre of the Women’s P.E. Dance Demonstration that takes place near the end of each semester
- Theater faculty have worked with faculty from the Music Department to integrate music course (MU 400) into Theatre Academy block program for first year actors
- The English and Theater Departments have worked to integrate an English course that focuses on the work of Shakespeare into Theatre Academy block program for second year actors
- The Theater Department has worked with Cinema Department to develop a Skills Certificate in Directing requiring Cinema students to include in their education enrollment in Theater courses (TA 200-Introduction to Acting and TA 225-Beginning Direction). Additional collaboration between faculty and Cinema has developed an editing process for the Academy’s third year acting for film course.
- For years, the Theatre Department faculty and staff have collaborated with various faculty in readjusted the scheduling of Academy classes to allow for college-wide presentations to occur in the Camino Theatre. Such presentations deal with the Library’s Book Program, Black History Month, LACCD Board meetings, and the Women’s P.E. (Dance Demonstration).
- The Library’s Book Program coordinates its deliberations and election of annual literary selections with the Theatre Department to develop activities that provide opportunities for dramatizing the chosen texts, either in simple stage readings or possible fully staged productions, where applicable.
- The Theatre Department has assisted the Administration in providing staff support and facility usage for several LACCD Board meetings that have been held on campus
- The Theater Department has assisted in the organization, setup, supervision, and close-up of the year-end pinning ceremony of the Nursing Department
- Theatre faculty have been part of the various interdepartmental committees that are part of LACC: AFT/Negotiating Advisory Council, Web Site Development Committee, Curriculum Committee, Campus Beautification Committee, Academic Senate, Chairs Caucus, Chairs Council
- Professors and students from the Music Department have collaborated as music directors and rehearsal musicians in Theatre Department productions such as *Vinegar Tom* and *Landscape of the Body*, plays with music presented on campus in the past semesters. In the latest collaboration, the Theatre Academy worked with Wesley Abbott of the Music Department on the Theatre Academy recent production of *Within Us*
- The Upward Bound Program administered on campus incorporates Theatre Department productions into the Saturday curriculum and invites the directors of the productions to provide workshop sessions to discuss the plays the high school students are to attend prior to the shows.
- The Theater Department has collaborated with Stan Woo of the Multi-Media Center on all presentations in the Camino Theater requiring multi-media needs of departments outside of Theater

- EOP&S has often called upon the Theater Department to provide tours of the theatre facility to visiting high school and junior high school students

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

The faculty members of the Theater Department have been involved in various efforts to solidify relationships with various schools, institutions, organizations, businesses, and corporations in the community. The efforts have included the leading of workshops, the developments of Days of Theater at LACC, participation with other colleagues in theatre festivals, new play presentations, mutual exchange of sets, properties and costumes with other universities and theatres, and sitting on committees and advisory boards. Examples of the above efforts include the following:

PUBLIC RELATIONS

Ever since the Theatre Academy produced A Summer Evening of Cabaret, there has been a clear realization that in order for the Theatre Academy to move to the next level of identification with the public and, consequently, the students who may be looking for a training program with outstanding name recognition, there had to be a greater emphasis on publicity and public relations. Thus for the last two years, the department has committed funding to hire Steve Moyer to promote the Theatre Academy, its productions, and its faculty and students. As such, Mr. Moyer has provided a connection in all Southern California area news outlets to keep the activities of our student performers reported in the publications of their home community area press to bolster community awareness of their residents' achievements and build audience awareness for the Theatre Academy training program and the benefits that are available to those who train here.

NEW PLAY PRESENTATIONS

In bringing new plays as The Sandstorm and National Pastime to City College, we have established connections with new writers and academic theatres throughout the nation who have produced or will produce these works in the future, as well as professional theatre troupes in the L.A. area such as Fremont Theatre Centre, with whom we have shared resources such as costume and music necessities.

In addition, the Theatre Academy has produced a Short Play Festival, which produced the best short plays from around the country. Many of the playwrights of these plays have visited the campus due to their involvement with this festival.

WORKSHOPS

- Creating Ensemble Theatre, KC/ACTF Region 6 Festival XL
- Professional Introductions for the Actor, Talent To Go, Burbank
- Viewpoints Movement Workshop, Peninsula School, Palos Verdes
- Viewpoints Movement Workshop, Crossroads School, Santa Monica
- Viewpoints Movement Workshop, ATHE Conference, Toronto
- Viewpoints Movement Workshop, ATHE Conference, New York
- Viewpoints Movement Workshop, Loyola Marymount University
- Viewpoints Movement Workshop, Odyssey Theatre, Los Angeles
- Viewpoints Movement Workshop, Kennedy Center/American College Theatre Festival, Region VIII, Festival XXXII, University of Nevada, Las Vegas
- Audition, Stage Movement and Stage Combat Techniques, Culver Academy, Culver, Indiana
- Scene Evaluation of Students Acting Work, Hollywood High School, seeing and evaluating finals, seeing productions, inviting Hollywood High School students to Academy productions

OUTREACH INSTRUCTION (for purposes of recruitment)

- Introduction to Lighting, Hollywood High School
- Costuming, Hollywood High School
- Introduction to Acting, Downtown Business Magnate, L.A.
- Rehearsal and performance of several plays, Brethren High School, Huntington Beach, CA

ONE DAY THEATRE TOURS AND CONFERENCES

High schools in our area are involved with recruitment efforts by our department in the vocational fields of scenic and costume technical study as well as acting. Frequent workshop events are developed in our department in conjunction with special all-campus visiting days by area high schools. Our departmental acting program welcomes referrals from high school counselors of students who enroll in the Introduction to Acting classes

known as Theatre Arts 200 to fulfill fine arts graduation requirements for their diplomas. Types of tours and workshops that have been held in the past to strengthen high schoolers' awareness of the caliber of work ongoing at the Theatre Academy include:

- Theatre Day at LACC. Developed, coordinated, and led by the faculty and staff of the Theatre Academy, with support from its students. A full day of theatre workshops, classes, discussions, orientations, and presentations, including lunch with students from six L.A. area high schools, numbering over 200 students.
- Theatre Day at LACC II. Developed, coordinated, and led by the faculty and staff of the Theatre Academy, with support from its students. A late morning and afternoon conference of touring, workshops, DVD presentations, and interactions in LACC's theatre complex between the faculty and students of the Theatre Academy and the Los Angeles County High School of the Arts.
- Arts Day at LACC. Part of a tour developed by the Performing Arts publicist of LACC to introduce students from Marshall High School to the various performing and visual arts departments at LACC. The tour taking place in the Theater Department included an orientation, a DVD presentation, a tour of the entire facility, including touring through the scene shop, the costume shop, the light and sound booths, and a voice class. During the voice class all students worked alongside the advanced acting students of the Academy.
- 140 packets were recently mailed to all high schools in the L.A. and Orange counties, inviting the drama department faculty to come to LACC for a tour, to see our production of *MERCHANT OF VENICE*, and to possibly audition for our program. In the packet included a cover letter from the Chair/Producing Director, a one sheet for each of the three programs of the Academy (acting, technical theatre, and costuming), a quick look of the benefits of training at the Theatre Academy, and a statement of what the Theatre Academy is, including a list of noted alumni.

KENNEDY CENTER/AMERICAN COLLEGE THEATER FESTIVAL

LACC's Theatre Department has long been a centerpiece in the Kennedy Center-American College Theatre Festival state and regional operations, returning in 2008 to a frequently enjoyed status as a finalist for the National honors won by many previous Theatre Academy productions.

- Three of its productions were entered into competition for an opportunity to be presented at the KC/ACTF Regional Festival, taking place at CSULA. *WITHIN US* was, indeed, invited to festival. Courses involving individualized work among faculty and students took place throughout the weeks preceding festival. Every student of the Academy was provided funding to attend the festival. Student actors and designers competed for jobs, scholarship opportunities, and invitations to enroll in graduate programs. Because of our recent renewed participation in KC/ACTF and The Next Step Auditions, working relationships were re-established a number of other theatres and training programs, which has already manifested results in job offers and the awarding of scholarships to a number of our students. A partial list includes California State University at Fullerton, Arizona State University, Pacific Conservatory for the Performing Arts, University of Montana, the Lee Strasberg Institute, Theatricum Botanicum, the Robey Theatre Company, California Luthern University, and Shakespeare by the Sea. In addition, at these auditions, there were over 25 actors who were interviewed as possible students for our Theatre Academy program from other two or four-year programs.

CIVIC INVOLVEMENT

- Awards Committee, for the city of Culver City. Objective of committee was to evaluate proposal from various performing arts companies and select a number to perform in the city throughout the year.

FACULTY ORGANIZATIONAL MEMBERSHIP AND ASSOCIATIONS

- United States Institute of Theatre Technology
- Kennedy Center/American College Theater Festival
- Screen Actors Guild
- Actors Equity Association
- AFTRA
- Society of Stage Directors and Choreographers
- IATSE, Local 847 and 829

INTER-COLLEGIATE EXCHANGE

- There has been a developing relationship over many years among colleges and universities where sets, costumes, properties, and lighting instruments have been shared in order to maximize resources. This has been particularly helpful when producing historical period productions where inventories of costumes and stage properties and stage combat weapons have allowed each school to expand the amount and quality of its physical production elements. We also reciprocate with all the performing arts institutions, high schools and colleges, providing theatre tickets to each others' productions. Some of the universities and colleges that are

involved in this information association include: UC Riverside, USC, UCLA, CSULA, East L.A. College, Long Beach Community College, and Valley College.

- Meetings have taken place among administrators and faculty from the various institutions with the intent of developing stronger relationships regarding student matriculation and articulation of courses to better serve the students and their academic advancement. The two institutions that have had formal gatherings with multiple administrators and faculty include CSULA and CSUN. On a much more informal basis, there has been some discussion between faculty from LACC and UC Riverside, exploring the possibility of a joint venture involving a theatre production.

BUSINESS CONNECTIONS

- Entertainment Lighting Services (ELS). Not only does the owner, President and CEO sit on the Advisory Board, but ELS has made a commitment over the last four or five years to provide a \$1,000 scholarship each year to the Academy.

- Faculty and staff have taught in numerous high schools, colleges and universities, and theatres since the last program review. Some of these institutions where the faculty has worked since the last program review include Hollywood High School, L. A. County High School of the Arts, Brethren High School, L.A. Downtown Business Magnate High School, CSULA, Otis School of Design, UC Riverside, University of Texas, LA Film Program, Carnegie Mellon University/ Heinz School Management Program, Court Theatre, Sacred Fools Theatre, Mark Taper Forum, Walden Playhouse, Evidence Room, Ensemble Studio Theatre, Magna Carta Theatre, Write Act Theatre, Pasadena Playhouse, the Odyssey Theatre, John Anson Ford Theatre, Victory Theatre and numerous film and television productions and production companies.

BOOK AND SCRIPT PUBLICATIONS BY THEATRE ACADEMY FACULTY

- Astonish Us in the Morning: Tyrone Guthrie Remembered by Al Rossi
- Business of Theatrical Design by James Moody
- Concert Lighting: Techniques, Art and Business by James Moody
- Handbook for Preparing the Actor by Louie Piday (in process)
- Hickory Dickory Jiggery Pokery, a play by Louie Piday
- Is Renaissance Thinking Dead in America?, a television script written by Daniel T. Green
- Minneapolis Rehearsals: Tyrone Guthrie Directs Hamlet by Al Rossi
- Old Colony Sauce, a commercial script written by Daniel T. Green
- The Actors Handbook by Donna Tolleson and Fred Fate
- U.S. Flight Academy International, a commercial script written by Daniel T. Green

Physical Education (Women's) Department

Program Review Report Accreditation Theme – “Dialogue”

Program Review Section V. Departmental Engagement

a. What standing committees does your department maintain? What are their charges and membership?

Standing Campus Committees:

1. AFT Phyllis Eckler
2. Academic Senate Maria Reisch, Jan McEveety
3. Curriculum Maria Reisch, Christine Tinberg
4. Dept. Chair Council Jan McEveety
5. Dept. Chair Caucus Jan McEveety
6. Enrollment Management Jan McEveety
7. District PE Discipline Dan Glickman, Jan McEveety
8. District Dance Discipline Maria Reisch
9. Health/Fitness Building Project Christine Tinberg, Dan Glickman, Maria Reisch, Jan McEveety, Nancy Pierce
10. Project Shepard--Health Fitness Building Project Jan McEveety
11. Educational Planning Committee Nancy Pierce, Maria Reisch
12. Curriculum Chair Maria Reisch
13. Vice President of Academic Senate Maria Reisch
14. Strategic Planning Committee Maria Reisch
15. EMaP Maria Reisch
16. Schedule of Classes/Catalog committee Chair Maria Reisch
17. Ed Master Plan Maria Reisch
18. Program Review Maria Reisch
19. Distance Education Maria Reisch
20. Matriculation Maria Reisch
21. Women's Physical Education Maria Reisch
22. Basic Skills Maria Reisch
23. Student Success Maria Reisch
24. District Curriculum Committee Maria Reisch

b. What interdepartmental collaboration has your department been involved in during the past six years?

1. Facility Use--Have collaborated with the theatre department, community services, dance companies, and sports organizations to use classrooms when available and provide our students supplemental opportunities to participate in the activities of their choice.
2. Facility Use--The department has provided instructional training and time blocks for the campus faculty and staff to use our fitness center, thus increasing the health and wellness of campus employees.
3. The department has collaborated with the theatre department to use the Camino Theatre venue for nighttime dance performances each semester. Also, the theatre staff have been wonderful resources for working towards purchasing a portable dance stage, lighting and sound equipment. These efforts have greatly improved department dance productions.
4. The department is currently working with OSS to obtain specialized equipment for adaptive students and to market and provide classes for this student population. We are currently investigating an arrangement with the Braille institute.
5. The department along with Nancy Pierce (MPE), John Radkte (Radiologic Technology) will be offering CPR/First Aid/AED instruction to campus faculty and staff beginning this summer. This will also be a part of staff development training.

c. What has your department done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

August 2004. In our Women's Gym, C. Tinberg served as Workshop Director for a 15 hour workshop, NikeGO Fitness Club Leader Training, for the non-profit: A World Fit For Kids!, based in Los Angeles, CA. The department sponsored the Dunham Dance Workshop in February 2008. Instructors from various states provided our students free of charge the opportunity to participate. The department sponsors community volleyball leagues to host tournaments. American Red Cross courses are offered in the department. Students volunteer at the Braille Institute volunteer their time for Health classes credit. Students from Health classes are volunteering their time at the Body Worlds Exhibit at the California Science Center.