

Los Angeles City College
Comprehensive Program Review 2008

Social Science 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 is aligned with the college mission. However, it should be more clearly and succinctly stated.

II. Department Overview

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

Minimal analysis is provided. The department concludes that their trends in enrollment are consistent with the college, although no more specific information is provided. There is more information provided by the Dean's evaluation in this area than the actual document.

III. Vocational Programs

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

This Department is NOT a Vocational department.

IV. Curriculum

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

All courses must be updated or archived. Twelve courses need Title 5 updates (haven't been updated after 2002). Courses that are not offered should be archived or deleted. The course scheduling of sequential classes should be discussed. Section (e) is incomplete. What is the Proposed New Course "37?" No course name or discipline is listed.

V. Departmental Engagement

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

The department has a scholarship committee but otherwise no other departmental engagement is stated. If the faculty are actively engaged in campus activities, it should be stated.

VI. Professional Development

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

Five of the full-time faculty members did not complete this section of the document. This is almost half of the full-time faculty in the Social Sciences department. Additionally, 26 part time faculty members did not complete the form. It is difficult to get a complete picture of the department's faculty's professional development when so much is left blank.

VII. Support and Activities

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

The department expresses a need for a department secretary.

VIII. Resources: Personnel, Equipment and Facilities

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

A detailed list of the equipment and facility requirements for the department is needed. The department states the desire to offer more online courses and will need to train faculty. Furthermore, more equipment is possibly needed. These needs should to be specifically stated. The department expects two, possibly three, faculty to retire in the next few years. This should be specific as to who will be retiring and when.

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.

In the new action plan, the department states a need to replace faculty but there is also a \$5,000 equipment request. Please specify the equipment to be requested.

X. Final Summary by Discipline

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

The committee is concerned that all of the categories in Section X (Final Summary by Discipline) for Anthropology, Sociology, and Asian American Studies were checked as N/A (Non-Applicable). All disciplines require analysis for a complete program review.

XI. Department Strengths and Weaknesses

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

Neither the strengths nor the weaknesses are adequately discussed. The strengths do not address all of the disciplines in the department. Instead, the focus is on an individual World Civilization course. Furthermore, the quality of faculty and the department facilities are not discussed. For instance, many of the Social Sciences faculty are deeply engaged in college-wide affairs. Clearly this is a strength, and yet it is not discussed. More information is needed about the faculty and the department as a whole. The weakness stated is a need to add an additional History Courses. It is not clear how this is a weakness. This appears to be about curriculum.

XII. Recommendations/Commendations

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

Commendation:

Although this is not specifically addressed in the program review document, the Social Sciences Department is to be commended for the widespread involvement of its faculty in college-wide affairs.

Recommendations:

1. Numerous spelling and grammatical errors should be corrected.
2. Department's mission should be clearly and succinctly stated.
3. Analysis of department overview must be provided.
4. All courses must be updated or archived. Those out of Title 5 compliance (6 years) must be updated or should not be offered.
5. All department engagement should be mentioned.
6. The department should be specific about their needs when requesting money for equipment.
6. Professional development must be addressed at least for full time faculty.
7. Summaries by discipline must be addressed and fully completed.
8. Departmental strengths should be more fully addressed and perhaps include departmental involvement on campus.