

Los Angeles City College  
Comprehensive Program Review 2008

Foreign Languages & Humanities Department

---

**XI. Dean's Review and Recommendations**

**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 and the College's goals. A few minor edits and punctuation corrections are needed in the mission statement.

Goals 1, 2, 3, 4 and 5 are directly aligned with college goals

**II. Department Overview**

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

I concur with the department's analysis of trends in enrollment. Overall FTES has remained steady, and success rates are relatively strong. The Department has added courses in popular areas and decreased offerings in unpopular areas.

**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.*

Enrollment trends as described by the department reflect the data provided. Additional work is required in order to ensure that Title 5 updates are current (Eight courses were last updated prior to 2002). Program SLO are being developed and assessment is currently under way in Spanish 1 and Korean 1.

The department has not assessed course level SLOs.

Scheduling analysis have been provided.

**V. Departmental Engagement**

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

The department provided an extensive description of departmental engagement including two large events: Foreign Language Day and Alpha Mu Gamma; The department also included Interdepartmental collaboration with Math, English, Counseling in piloting the First Year Experience and Summer Bridge Programs, and other events and programs. The faculty participate on many major campus committees including Academic Senate, Curriculum, EPC, EMT, AFT.

## **VI. Professional Development**

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

The department provided an extensive description of professional development for all full time and adjunct faculty members.

## **VII. Support and Activities**

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

The department has done a thorough job of describing needed support including unclean bathroom facilities, inadequate office and classroom desks and equipment.

## **VIII. Resources: Personnel, Equipment and Facilities**

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

The department provided an extensive list of personnel needs including clerical support staff, student mentors, technical specialists, three full time faculty hires, and adjunct ASL instructor lab.

The department described technical upgrades and equipment needs including the following: computers and monitors for the language lab, overhead projectors, copying machine, DVDs CD and players, and marketing materials.

Facilities needs include office space, computer desks, projection screens, window blinds, and computer desks.

## **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 are aligned with the Educational Master Plan and College Strategic Master Plan. Goals are designed to improve enrollment and basic skills, to develop certificates and increase degrees, and to offer on-line courses.

## **X. Final Summary by Discipline**

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

The department provided an extensive list of personnel needs including clerical support staff, student mentors, technical specialists, three full time faculty hires, and adjunct ASL instructor.

The report also describes marketing, equipment, and supply needs.

## **XI. Department Strengths and Weaknesses**

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

The department has provided a good analysis of the strengths of the department. The department also describes the needs for additional personnel, equipment, supplies and marketing but did not request an instructional assistant for the language lab. The need for an instructional assistant for the language lab has been brought forward as a request by the department on a number of occasions in the past.

## **XII. Recommendations/Commendations**

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

Commendations:

- 1.The department has increased enrolled in new areas including new courses in sign language and a Korean Language Degree.
- 2.The department actively promotes languages, cultures, and appreciation of diversity through a variety of events including Foreign Language Day and Alpha Mu Gamma.
- 3.The department maintains consistent and steady enrollment growth using effective scheduling.

Recommendations:

- 1.Complete Course SLO, program SLO, and begin the process of assessment and improvement of programs based on assessments.
- 2.Complete Title V updates for eight courses.