

ACCESS: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline	Improvement Plan
Art and Architecture	
Architecture	To increase enrollment in the Architecture department, the primary improvement is to offer additional core architectural courses. Currently, students must attend other campuses for these courses. Additional courses will also enable the achitecture department to create an AA degree program, which will further attract students.
Art	<p>First we NEED to hire a full time art history professor. Art History draws the largest enrollment numbers and that is also where we loose some of our most excellent students to other colleges with a degree option. Professor Schwab may be retiring soon, which will leave us with no full-time professor. Since we will move up the prioritization hiring ladder when he does, we will have an opportunity to increase success and graded enrollment rate through a streamlined and more developed program.</p> <p>In the short run our enrollment will probably suffer, because of having to move into smaller spaces (as it is, our rooms are packed to full capacity). In the long run we will see graded enrollment rise, as we will be hiring new professors and strengthening the program and aligning classes. The new building will allow for much more efficient use of space as well. We will try out new ways of scheduling classes: longer, once a week meeting times, and filling up afternoons. In the summer we have scheduled classes in a way that allows students to take both prerequisites back to back and then enter all advanced classes during the fall semester.</p> <p>At the moment we cannot plan for increasing class size, since we are decreasing space (for the next 2 years of swing space time).</p> <p>We are putting one of our more popular teachers on fridays to see, whether we can draw enrollment for a friday slot in a swing space, and we will know by the end of next semester. Our classes by necessity will spill into the evenings, which will provide us with empirical evidence of potential success by the end of the fall semester.</p>
Environmental Design	To increase enrollment in the Architecture department, the primary improvement is to offer additional core architectural courses. Currently, students must attend other campuses for these courses. Additional courses will also enable the achitecture department to create an AA degree program, which will further attract students.
Business	
Accounting	(blank)
Business	We are in category 3 and 4 for all the above criteria.
Computer Applications Office Technologies	With a recently updated program (late 2012) and improvements to student access via online courses, we expect to see improvements in course fill rates and average class size. We plan to schedule more weekend and evening sections, as budget constraints diminish/improve.
Finance	With a recently updated program (late 2012) and improvements to student access via online courses, we expect to see improvements in graded enrollments. Also, this should automatically improve as budget constraints diminish/improve, and more sections can be added.
International Business	We are in quadrants 3 and 4 for Graded Enrollment, Course Fill Rate, and Average Class Size. We will attempt to schedule more evening and weekend sections, as budget allows.
Management	We are in category 3 and 4 for all the above criteria.
Marketing	With a recently updated program (late 2012) and improvements in scheduling classes in time blocks that are in higher demand, we expect to see improvements in graded enrollments, course fill rates, and average class size. Also, this should automatically improve as budget constraints diminish/improve, and more sections can be added.
Real Estate	Although the percentage change of graded enrollment is in a category 1 this will automatically improve as budget constraints weaken and the financial crisis continues to diminish in finance and real estate. Additionally, with on-line classes beginning in 2011 class fill rate should also improve to a category 3 level
Supervision	We are in category 3 and 4 for all the above criteria.

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Chemistry and Geophysical Sciences	
<p>Chemistry</p>	<p>We had no measure that ranked in quartile 1 or 2. Our main concerns in the coming years will be how to maintain our current high levels and rates of enrollment. We anticipate we will see decreased demand from CSU and UC students unable to schedule courses at their main campus. Outreach to High Schools will likely be necessary to maintain demand for our courses as local Universities are able to serve more students again.</p> <p>Any improvement or increase in evening and weekend classes would have to come at the expense of our weekday offerings, unless new revenue streams to support new sections are identified.</p>
<p>Earth Sciences</p>	<p>Graded Enrollment is identified as an improvement opportunity. As college and state resources become more available, increased course and section offerings are possible.</p>
<p>Geography</p>	<p>Graded enrollment and Evening/Weekend sections are expected to increase as funding is hopefully restored on a timeline of several years. It will remain a department priority to support Geography course and section offerings, so those changes will take place automatically as resources are more available.</p> <p>Average Class Size should be evaluated in a year or so. We plan to survey students about the effectiveness or barriers to using Mastering Geography, since that system is viewed as necessary to accompany and mitigate any negative effects from our recent increases in average class size. It may be that we need to return to a standard 40 student model because the student experience is diminished in larger classes. Or it may be that we are able to sustainably support the increases in class size. We need open communication between instructors of all of our sections to reach agreement on what the best course of action is.</p>
<p>Geology</p>	<p>Graded Enrollment and Evening/Weekend classes are identified as improvement opportunities. As college and state resources become more available, increased course and section offerings are possible. For example, Geology 2 Earth History can be offered in addition to current offerings, and expansion of sections will include weekend and evening sections in addition to daytime sections.</p> <p>Course Fill Rate and Average Class Size are not seen as improvement opportunities. Course Fill Rate is relatively high, and any incremental increase can make our courses more difficult for our students to enroll in. Average Class Size is limited by personal access to rock and mineral samples, and 40 students is a reasonable limit.</p>
<p>Oceanography</p>	<p>Graded Enrollment and Evening/Weekend classes are identified as improvement opportunities. As college and state resources become more available, increased course and section offerings are possible, including weekend and evening sections in addition to daytime sections.</p>
Child and Family Studies	
<p>Child Development</p>	<p>Although graded enrollment, course fill rate, average class size and evening/ weekend offerings are all in the third and fourth quadrant, there is always room for improvement. Average class size is affected by senior level practicum classes, which have a lower enrollment due to field placements. To compensate, we will review our offerings and reduce a couple of sections in the beginning courses to be more efficient and bump the percentages into the fourth quadrant. The negative -13.7% for change in evening/weekend offerings reflect the cuts in the schedule experienced over the last few years and the reduction in full-time faculty teaching courses. Most of our CD classes are offered in the evening and weekends with only four day time classes offered. We will continue to request retirement replacements since Child Development has experienced a 50% reduction in full-time faculty from 2009 to June 2013.</p>
<p>Family & Consumer Studies</p>	<p>Course fill rate will be low because of the course enrollment limits.</p> <p>Average class size - finite number of supervised practice sites available which limits the number of students in each class.</p>

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Cinema and Television	
Cinema	<p>Although graded enrollment, course fill rate and average class size are all in the fourth quartile, (91.9% fill rate!) there is always room for improvement. See below.</p> <p>Note: The average class size in our intermediate and advanced classes is constrained by our specialized facilities.</p> <p>However, we would like to reach a larger/different population of students in entry level classes. We teach students to "crash" classes the first week, since most of our classes are filled within days of the enrollment portal opening. There must be many students who never think past the point of finding the class is full on-line. These students would be unable to enroll year after year. The CinemaTV department advertises the "crash" procedure on our department website prior to the start of each semester but all of LACC needs to share this responsibility. At a college-wide level, improvement could be made to educate these students on "crash" enrollment. The LACC Website, email, SIS, etc. could be used to inform future students of the in person enrollment techniques. We need to get the word out to encourage students to try to enroll in person in classes that appear full on-line.</p>
TV	<p>1) Graded Enrollment: Could be improved with rewrites of some of the TV advanced courses to more intermediate and beginning level.</p> <p>2) Course Fill Rate: We would like to "flatten" the curriculum to include more entry level courses which always fill well. We are doing that beginning Fall 2013.</p> <p>3) Average Class Size: Can not be changed in studio-based courses for the technical reasons. One lecture course (TV 1) could be expanded.</p> <p>4) Evening/Weekend: Although alternating day and night classes, our retiring instructor put a priority on day classes. We can now consider more night classes.</p>
Cooperative Education	
Cooperative Education	For each of our categories there are need of improvement.
Counseling	
Personal Development	Presently there is no opportunity for improvement in terms of offering sections in the evening or weekend. Our goal is to reach first year students whom we anticipate to be full time traditional students. That said we feel the majority of this population will be day students and will focus our courses accordingly. Faculty will be strongly encouraged to fill their class size to room capacity.
Dental Technology	
Dental Technology	<p>Graded enrollment improvement plan for courses open to all students:</p> <ul style="list-style-type: none"> -increase the number of the interactive activities, critical thinking assignments, additional visual aids, student encouragement for using college educational support services. - increase program visibility,
English and ESL	
E.S.L.	<p>As stated above, we have a program with great fill rates, average class sizes of 36, and a very good distribution across mornings, afternoons, evenings and week-ends.</p> <p>Access is primarily and negatively influenced by the boom-and-bust budget cycles we seem to have to endure. In our current bust episode, access was restricted.</p>
English	<p>As stated above, we have a program with great fill rates, average class sizes of 36, and a very good distribution across mornings, afternoons, evenings and week-ends.</p> <p>Access is primarily and negatively influenced by the boom-and-bust budget cycles we seem to have to endure. In our current bust episode, access was restricted.</p>

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Foreign Languages and Humanities	
American Sign Language	Graded Enrollment is due to the number of classes offered per semester. ASL only offers two classes per semester. This directly affects the number of students that can take a class.
Arabic	Improvement is always needed. Professor Guirguis is eager to work with the Curriculum and Institutional Effectiveness to translate his effort and expertise to increase enrollment. The Arabic Program provide all the effort to achieve greater success through Non-Profit Organizations and coordination with local and Middle Eastern Institutions.
Armenian	Offer more sections.
Chinese	Open evening Elementary Chinese 2 class to increase more students to Chinese 3 & 4.
French	Enrollment can be increased through the reinstatement of French 5 and 6, as well as the addition of a French 3 and French 4 section in both the Fall and Spring semesters. As I stated previously, an average class size of 30 to 35 students, provides the ideal learning environment.
Humanities	The results of the data related for access are strong, expect in the area of distance education and night/weekend class. I would like to expand the course offerings in all areas.
Italian	We will open Italian 1 and 2 for the evenings sections in the future.
Japanese	Unless we have the full-time Japanese instructor there is no drastic change to improve. Our three adjunct instructors have been doing there best to do their teaching in the classrooms. As long as we continue to teach in Jefferson Hall, the class size will remain small for some classes. It is impossible to assign every class to the two of the large rooms.
Korean	We will work with both the Curriculum and Institutional Effectiveness to obtain the correct data in the future for a more accurate perspective of the Average Class Size. Also, the Korean Studies will continue its effort to increase enrollment through various ways including partnerships with universities in Korea and local high schools.
Russian	-- Evening class change 07-11 was 200%, because one evening section was added in fall 2011 to the one already in place. It was cut for Fall 2012. Expanding Evening access will require we advocate for restoring the cut. -- Current fill-rate is ca. 100%, so increasing graded enrollment will require opening additional section(s).
Spanish	* Graded enrollment: open more sections and advertise. * Course fill rate: There has been a lot of sections cut due to the budget. Since we moved in the Fall 2011, our classrooms are smaller in JH than the way it was at DH. * Evening/Weekend: we need to re-open evening and weekend sections that were cut by the budget.
Law and Administration of Justice	
Administration of Justice	Being able to offer a Transfer Degree will have a positive impact on Graded Enrollment; Course Fill Rate; and Average Class Size. Administration of Justice classes are currently offered on evenings and weekends.
Corrections	Offering a Transfer Degree will have a positive impact on Graded Enrollment; Course Fill Rate; and Average Class Size. The Corrections class is now occasionally offered on evenings and weekends.
Law	Because of American Bar Association approval of the Paralegal Program, the Law discipline can sustain its current class size average of 45.2. However, further growth can be found by adding a Paralegal Certificate for degree holders, by aggressive advertising, by adding state of the art facilities, and by hiring dynamic, progressive, and conscientious faculty when the opportunity presents itself. Because of student demographics, the Law discipline currently offers most of its classes during evenings and on weekends.
Learning Skills	

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<p>Learning Skills</p>	<p>Graded Enrollment: The department maintains an acceptable percentage of graded enrollment (70% - 4 on the Rubric); consequently, the activities implemented have proven successful in consistently improving the department's course enrollment.</p> <p>Course Fill Rate: The department maintains an acceptable percentage in course fill rate (88.8 % - Rubric Score of 4), and its efforts to improve the quality and quantity of instruction have been successful in meeting student demand for its courses.</p> <p>Average Class Size: The department maintains a class size(36.9) that is slightly above the campus-wide average, and through its efforts to improve course scheduling, instructional delivery, course orientation sessions, instructor-student conferencing opportunities, and peer tutorial sessions, the department has consistently met its class size limits.</p> <p>Percent of Sections that are Evening Weekend: In an effort to address instructional access to all students needing basic skills remediation, the department, beginning in the Fall, 2013, will pilot a core evening curriculum namely, Learning Skills 1ABC – Reading, Learning Skills 3ABCDE Vocabulary Development, Learning Skills 6ABC – Study Skills, Learning Skills 10ABC Math Fundamentals, and Learning Skills 11ABCDE Elementary Algebra. Given the funding demands of an individualized program, the department will offer its evening classes as group classes, and subsequently these classes will be re-coded as WSCH-producing non-TBA classes.</p>
<p>Library</p>	
<p>Library Science</p>	<p>The course was changed from lab TBA (pass/no pass) to lecture (graded class) to increase the graded enrollment. The course will be offered during the day and evening in alternating semesters to see which is more beneficial to student enrollment and completion.</p>
<p>Life Science</p>	
<p>Anatomy</p>	<p>To increase our evening or weekend offering, we need to be granted permission to add more anatomy sections at night since all of our traditional/day classes are already filled to capacity and thus converting these day classes to night would not serve our students any more effectively.</p>
<p>Biology</p>	<p>We would like to offer more weekend and evening classes, but budgetary constraints prevent our department from this goal.</p>
<p>Microbiology</p>	<p>n/a</p>
<p>Physiology</p>	<p>n/a</p>
<p>Mathematics and CSIT</p>	
<p>Computer Science- Information Technology</p>	<p>Students meeting the goal; class sizes increasing - because of etudes and its functionality like 'early alerts'; if budget improves (outside individual dept. scope) the class offerings for Evening/Weekend will improve.</p>
<p>Computer Technology</p>	<p>Through updating the curriculum and upgrading the computer labs we expect to see improvements in average class size.</p>
<p>Electronics</p>	<p>Through updating the curriculum we expect to see improvements in average class size.</p>
<p>Math</p>	<p>(blank)</p>
<p>Media Arts</p>	
<p>Applied Photography</p>	<p>Though the program is not required to have a plan to improve graded enrollment because we are in the third quartile, there is always room for improvement. Course fill rates have improved from fall 2007 to Fall 2011 and the program is in the third quartile. Average class size is limited by the facilities including darkrooms and other laboratory areas. This has been considered in the planning of the new facility in Da Vinci hall where there will be expanded laboratory facilities.</p>

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<p>Journalism</p>	<p>The percentage of students who have already earned four year degrees or have studied elsewhere and enroll in journalism courses is growing. The majority of them are qualified for the newspaper practicum. Both graded enrollment and course fill rate could improve in the advanced courses with outreach and recruitment among university students. The average class size however, is lower, because in the recent past, facilities and vocational tools used in the advanced practicum are limited. Year over year, the discipline is acquiring additional equipment.</p> <p>Enrollment as a whole will remain flat as long as funding is limited. Journalism has endured cuts of more than 50% to its printing budget since 2008.</p> <p>Evening sections could be added, only if funding were approved. In 2009, 50% of night courses were canceled in the discipline.</p>
<p>Music</p>	
<p>Music</p>	<p>Create goals that result in increased access. We could use some guidance to create more useful improvement plans.</p> <p>Review SLO action items during the next cycle to determine if they resulted in improved access.</p> <p>To improve graded enrollment and average class size, we will do the following:</p> <ul style="list-style-type: none"> --Reduce # of evening sections and once-a-week classes --Move into CH where our classrooms are larger --Alter the schedule to a 4-day music major program --Survey students to determine access needs --Offer orientation and increase counseling to music students, especially once the new AA-T and certificates are available --Increase outreach to feeder schools
<p>Nursing</p>	
<p>Registered, Nursing</p>	<p>Graded Enrollment: #3 = 581.4 Course Fill Rate: #4 150.6% Ave. Class Size: #3 = 31.6 We have no weekend/evening courses</p> <p>It is important to note that graded enrollment includes the RN Residency program. The RN Residency program is an ISA with Versant that began several years ago with 5 Children's Hospitals. Currently there are 2-3 hospitals participating, which significantly reduces the numbers of students enrolled and reduces the "appearance" of the graded enrollment change (-13.1%, #1). We are limited by externally imposed regulations regarding clinical class size, available clinical space, and availability of qualified faculty. In addition adequate classroom space to accommodate increased class size is not available. Our classes combine theory and clinical skills and as such, it is not reasonable to expand class size without increasing all other parameters.</p>
<p>Philosophy</p>	
<p>Philosophy</p>	<ol style="list-style-type: none"> 1) Our program will continue to look for opportunities to expand evening/weekend offerings through programs such as ACT, provided, of course, that at least some funding to such programs is restored. 2) As far as Graded Enrollment goes, there is an opportunity for growth if we are able to fund a full-time position to replace an instructor who retired in 2010. 3) As far as Course Fill Rate and Average Class size go, it is the belief of our program members that, given the average class size of 38.3, there is no need to increase such an average particularly because it is not at all clear that indefinitely increasing class size is a pedagogically sound practice in philosophy, a conceptually demanding discipline.

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Physical Education	
Dance	(blank)
Dance Activities	(blank)
Dance Specialty	If the department is given more sections to offer, then weekends might be considered. There is also the need for a facilities attendant for room set up and safety.
Dance Studies	If the department is given more sections to offer, then weekends might be considered. There is also the need for a facilities attendant for room set up and safety.
Dance Techniques	If the department is given more sections to offer, then weekends might be considered. There is also the need for a facilities attendant for room set up and safety.
Physical Education	<p>Prospective plans are contingent upon sections available to teach and qualified faculty to teach them.</p> <ol style="list-style-type: none"> 1) Increase attractiveness to students of current course offerings. 2) Write and pass new curriculum that will attract more students. 3) Use effective methods to market our classes to increase enrollment. 4) Take advantage of the desirability of students to use our new facilities. 5) Update faculty knowledge and abilities in current teaching areas. 6) Expand into new areas knowledge and abilities of current faculty. 7) Hire talented and effective new faculty. 8) Creatively use the new facilities and the expanded size of the various venues to be able to effectively and realistically teach more students within the spaces while retaining a high quality teaching and learning experience for students and faculty. 10) Do whatever we can to increase enrollment, retain students, give them an excellent learning experience, keep our faculty teaching at their most productive levels so students will want to enroll in LACC classes. 11) Make student learning experiences relevant to their lives, their future careers, and to their continued motivation to stay in and progress in higher education. 12) Have more classes available for weekend and evening students.
Physics and Engineering	
Astronomy	Classes are oversubscribed, additional sections are desperately needed to maintain access. Department will ask for more sections.
Engineering, Electrical	A comprehensive program to support STEM students is required to increase the numbers of students at LACC reaching a level at which they can undertake advanced engineering classes.
Engineering, General	Engineering students are the brightest students on our campus who contribute strongly to the success of our institution; they win math competitions for us, man our tutoring labs, boost our transfer statistics, and participate in student government. Despite their importance to our college and to the nation as a whole, we at LACC lack essential support services for STEM students. For this reason the department is actively collaborating with other STEM departments to institute a program to support STEM students which, to be successful, requires college level support. Additionally, more work needs to be done in marketing our STEM programs so that students in the area will think of LACC if they plan to major in engineering. The gap between the perception of the opportunities we offer and what we actually offer is too large.
Physical Science	(blank)
Physics	We are reaching the point were additional sections are warranted in Physics 11, Physics 101, and Physics 102.
Psychology	
Psychology	Average graded enrollment of 2564.8 and average class size of 36.7 are excellent and has increased substantially from 2007-2012.

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Radiologic Technology	
Radiologic Technology	The Radiologic Technology discipline has maintained success despite the lack of faculty members. There is always room for improvement and further growth can be found by adding additional modalities to the program (Computed Tomography, Mammography, Ultrasound, Bone Density & Nuclear Medicine). The initial pilot project (CT program) has faced several barriers (equipment purchases) but once it is up and running there is a high probability of success.
Social Science	
African American Studies	The Dept. is not in charge of enrollments, fill rates, or average class sizes therefore, there isn't much for us to report here.
Anthropology	The college should work with K-12 to ensure students come to college better prepared.
Chicano Studies	The Dept. is not responsible for nor has had any help in recruiting of students.
Economics	The Dept. has nothing to do with enrollments, fill rates or class sizes.
History	The Dept. has nothing to do with enrollments, fill rates, class sizes, etc. There is only 1 full time history faculty. The only full time faculty member does not have tenure. If work is needed the Administration needs to hire more full time history faculty.
Political Science	(blank)
Sociology	(blank)
Speech	
Speech	<p>Graded Enrollment can be improved with implementation of assessment for appropriate placement of ESL students (aspiring to attain a degree/transfer/certificate) into the Communication Studies - ESL Listening and Speaking curriculum.</p> <p>Course Fill Rate can be improved with ongoing cross training of instructors teach classes within the discipline that are other than their usual assignment will plan for maintaining the consistency of the program when someone who normally teaches the course, retires or no longer teaches the course.</p> <p>Average Class Size can be improved with implementation of an assessment for appropriate placement of ESL students (aspiring to attain a degree/transfer/certificate) into the Communication Studies - ESL Listening and Speaking curriculum.</p> <p>Evening/Weekend classes can be more efficiently offered with a goal created for the department to survey course offerings and student needs that address the number of working students aspiring to attain an AA-T or AA degree, certificate or transfer and who need courses offered in the evening and weekends.</p>

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Theater Arts	
Theater	<p>Graded enrollment is above average: Change from Fall 07 - Fall 11 = 17.5% Average Fall Graded Enrollment Fall 07-11 893.8</p> <p>Course fill rate is above average: Change from Fall 07-11 = 131% Average Fall Fill Rate 2007-2011 = 90.6%</p> <p>Average Class size is limited by the nature of the discipline and specialized laboratory space. maximum efficiency has been reached for classes currently in the schedule. The addition of classes with large capacity is the only way to improve average class size.</p> <p>Evening and Weekend: although formal regularly scheduled classes have been cut the department routinely offers evening and weekend sessions with TBA sections not accurately reflected in the data. Additional formal regularly scheduled classes could be increased if additional hourly instruction budget was provided.</p>
Workforce	
Basic Skills	<p>The classroom size for each class will be reviewed accordingly.</p> <p>In January 2013 classes have been move to our main campus were we can offer a wider range of courses, it is our goal to increase class offerings. The class size has been increased from 25 to 40 students to meet the needs of basic skills students.</p>
English Literacy & Civics	<p>We can monitor fill rate and increase average class size if room capacity and budget allows. Evening and weekend classes can also be offered on campus if they are planned and advertised accordingly.</p> <p>Research and survey partners requesting for ESL Civics courses to ensure enrollment process is in place ensuring fill rate and class size requirements are monitored.</p>
ESL Non-Credit	<p>Continu working with LACCD curriculum to formalized the collection of pass or no pass for non credit courses. Survey current students to determined best class time offerings. Secure classrooms and increase partner awareness for class course fill rate, class size and consider the possibility of offering an ESL level 1 and level 2 classes on Saturdays.</p>
Vocational Education	<p>As a noncredit program, we are exempt from Graded Enrollment. The capacity limit for each class will be reviewed and adjusted accordingly.</p> <p>While our course fill rate was relatively high in Fall 2012 at 102.5%, it quickly declined to 71.2% in Spring 2013 due to the entire program moving back to the Main Campus (East Hollywood area) from a convenient, mid-city (City College at Wilshire) location, which was convenient, cohesive and popular with the surrounding underserved communities. Classes had to be resheduled to the afternoon when there was an abundance of classrooms available the City College at Wilshire location, which is now closed.</p> <p>Since classrooms are available in the evening and weekends, more classes will be advertised and offered during this time frame to take advantage of classroom availability. The class size has been increased to 40 from 25 to improve cost effectiveness.</p>
Z_Test_Department	
Z_Test_Discipline	(blank)
(blank)	
Health	<p>Students will continue to have more advanced technologies available to them. Faculty will have access to new smart classrooms starting this summer. Our online instructors now provide live and virtual class lessons that have, and will continue, to provide better opportunities for success. We plan on offering more weekend sections in the Fall 2013 in hope of attracting more working students to our program.</p>
Grand Total	

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Department - Discipline - Improvement Plan

Art and Architecture

Architecture

The improvement plan involves putting forth strong effort in promoting the program and courses, completing the AA degree approval process, and locating budget for additional courses, and computer hardware and softwares.

Art

1. Increase participation with Etudes
2. Offer online classes in Art History
3. Hire a Full Time Art History Professor
4. Writing lab for Art History
5. Increasing studio art class time to six hours
6. Create studio space for students to do their homework
7. Professionalize the art gallery by creating a gallery practices class
8. Documenting unsuccessful teacher and following up with union rep
9. Experimenting with scheduling changes to see, if they better support our students
10. Change the requirement for Art-General degree students to take the A633-Introduction to Computer Graphics class which should increase the award percentages. This also frees up more space for beginning graphic design students and thus increase the Art-Graphic Design degree award percentages.

Environmental Design

The improvement plan involves putting forth strong effort in promoting the program and courses, completing the AA degree approval process, and locating budget for additional courses, and computer hardware and softwares.

Business

Accounting

(blank)

Business

Continuing to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles. Adding full-time faculty is also vital to achieving a higher success rate. Due to budget constraints, only 20.5% of faculty teaching in this discipline are full time. It's heavily dominated by adjuncts. This ratio does not lend itself to improving success rate.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will

Computer Applications Office Technologies

Continuing to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles. We've also been discussing adding a logistics program to this discipline, as industry demands such needed skills from graduates. As budget improves, we also plan to replace outdated equipment with current technology. This should provide students with a better skill set and ultimately improve student success, while making them more marketable to future employers. More DE courses will be offered, as well.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will guarantee higher success rates in all programs and courses.

Finance

We are in quadrant 4, and we don't foresee any improvements. However, we will continue to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will guarantee higher success rates in all programs and courses.

International Business

We are in quadrant 3, and we don't foresee any improvements. However, we will continue to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will guarantee higher success rates in all programs and courses.

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Management

We are in quadrant 3, and we don't foresee any improvements. However, we will continue to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will guarantee higher success rates in all programs and courses.

Marketing

We are in quadrant 4, and we don't foresee any improvements. However, we will continue to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will guarantee higher success rates in all programs and courses.

Real Estate

Continuing to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles. Adding full-time faculty is also vital to achieving a higher success rate. Due to budget constraints, the Real Estate discipline has only 1 full time faculty and 8 adjunct faculty. This ratio does not lend itself to improving success rate.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will guarantee higher success rates in all programs and courses.

Supervision

We are in quadrant 3, and we don't foresee any improvements. However, we will continue to engage adjunct faculty in SLO assessment is important for the continuity of expectations and understanding of core principles.

Another item that needs to be addressed is the need for admissions standards at the college level. Without any type of admissions standards, we're allowing those to go to school who really shouldn't be attending. Attracting quality students will guarantee higher success rates in all programs and courses.

Chemistry and Geophysical Sciences

Chemistry

Because of systemic underperformance in prerequisite courses, any improvement plan specific to our discipline is unlikely to improve on our 70% success rates in our science courses. Additional resources such as funding for tutors may be beneficial, but no significant changes to our approach to teaching are necessary.

Earth Sciences

To better quantify obstacles to student success, at the start and finish of the Fall 2012 semester data were collected from a general Geoscience questionnaire to measure improvement in basic geoscience knowledge, analytical reasoning, and communication literacy. These data are still being analyzed.

Geography

We plan to survey Geography 1 students at the end of the spring semester about the effectiveness or barriers to using Mastering Geography. In some courses that use the same exams from semester to semester, the distribution of exam scores will be compared from previous semesters before the implementation of "Mastering Geography". Finally, "Mastering Geography" will be made optional (not counting towards the final grade) during summer 2013. Before a decision is made about its use in Fall 2013, the faculty that teach Geography 1 courses will share experiences, results, and concerns about the system.

Geology

With continued attention to our student success, we feel that we can maintain the high level of student success we have displayed during the study period.

Oceanography

Oceanography is a challenging multidisciplinary science, and therefore lower in-course success rates may not represent the total learning achieved. To better quantify obstacles to student success, at the start and finish of the Fall 2012 semester data were collected from a general Geoscience questionnaire to measure improvement in basic geoscience knowledge, analytical reasoning, and communication literacy.

SUCCESS: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Child and Family Studies

Child Development

Our overall success rate is in the fourth quadrant at 76%. However, we always strive for improving these numbers and will continue to solicit information from our Advisory committee, full/part-time faculty to design ways to improve these numbers.

Continuing to engage adjunct in SLO assessment is important for the continuity of expectations and understanding of core principles. Replacing full-time retirements is also vital to the continuance of this high success rate. Full-time faculty are needed to continue communicating with adjunct and for thoughtful completion of SLO assessments. Department activities that contribute to students success such as the workshops will be in jeopardy if the replacement of 50% of our faculty is not

Family & Consumer Studies

No improvement plan is required since F&CS is in quartile four.

Cinema and Television

Cinema

1) Our overall success rate is in the third quartile at 70.4%. However, we always strive for improving these numbers and will continue to solicit information from our Advisory Committee and full/part-time faculty to design ways to improve these numbers.

2) Continuing to engage adjuncts in SLO assessment and the replacement of full time faculty is important is also vital to the continuance of this high success rate. Full-time faculty are needed to continue communicating with adjunct and for thoughtful completion of SLO assessments.

TV

Our overall success rate is in the third quartile at 69.4%. However, we need to improve this program and will continue to solicit information from our advisory committee and full/part-time faculty to design ways to improve these numbers.

All of this has previously been discussed in this report - "Instructional Program Discipline Summary TV."

Cooperative Education

Cooperative Education

(blank)

Counseling

Personal Development

There will be further discussion and review on how to increase the average success rate. One consideration will be to look at on-line PD classes as this began in fall 2011.

SUCCESS: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Dental Technology

Dental Technology

Dental Technology program is structured as follows:

Each fall begins with one cohort 18 students selected from the prerequisite, gate keeper course DT 100. DT 100 is offered every semester and intersession. Over the last 3 years the college has elected to have very restricted winter and summer intersession. This has limited the number of students that have enrolled into these sessions. The college has had a policy of reporting to the students that there is NO intersession when these students inquire about enrolling into the DT 100 course. Although this appears to be an access issue, the result is that the program has had to enroll student less prepared for success and therefore less success occurs. This issue could be addressed easily by just changing the NO intersession announcement to a LIMITED intersession one. The college's administration both Academic Affairs as well as Student Services has been very resistant to this idea.

The program is a full-time program, 5 days per week, 4 ½ to 5 ½ hours of class time per day with at least 3-4 hours of practical and academic homework required daily as well as independent study necessary to achieve successful program completion. It seems that the latest economic hardship has substantially impacted program's enrollment and successful completion rate. Every other spring the program selects a second cohort of 18 students based on the same selection criteria as the fall cohort. All of the program's courses are sequential. However, due to the fact that it follows a cyclical pattern rather than a regular pattern (due to the 3 groups every 4 semesters of course offerings) the average calculated would not have the same meaning with the rest of the college.

The UCLA programs have been reduced in size gradually due to internal factors at UCLA.

Both factors are reflective in the enrollment numbers.

The above listed issues are all challenges that for the most part cannot be controlled, at least by the program

Our mission since 1965 is to continue to "Educate the next leaders in the field of Dental Technology".

Here are the steps that the program is taking in spite of the existing challenges:

- A website upgrade and advertising campaign- visibility

- Reaching to high school- Belmont Medical HS partnership

- Constant course review and revision with the scope of finding new pedagogical methods in improving student learning and progress.

- ADA/CODA accreditation requirements are rigorous and specific, demanding student readiness which results in well prepared graduates.

DT program has been relatively constant in all areas of measures A.S.A.P. The fluctuations observed are directly determined primarily by cohort composition due to issues beyond the program's control.

English and ESL

E.S.L.

We plan to continue what we have put into place with our Course Captains and faculty professional development.

English

We plan to continue what we have put into place with our Course Captains and faculty professional development.

Foreign Languages and Humanities

American Sign Language

none

Arabic

- *Students should be provided with a warm caring classroom environment.

- *More repeated assessments should be used in recognizing the progress made.

- *More incentives and encouragement should be offered to students for learning a Real foreign language, needed for domestic and international market .

- *Offering translation/interpretation Arabic/English/Arabic class is absolutely highly recommended to fulfill an absolute need in the local community. That needs to be addressed after a marketing field study.

Armenian

(blank)

Chinese

Due to the relocation from Da Vince Hall which classroom were bigger than Jefferson Hall.

SUCCESS: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

French

The reinstatement of the mentoring program, would surely improve overall success rates within the French section. Once the study abroad program is finalized, an increase in program enrollment and success will follow.

Humanities

(blank)

Italian

none

Japanese

We need a full-time instructor of Japanese to plan, implement any necessary actions we discussed before. More funds are necessary to purchase materials to enrich our program. New DVD on Japanese language learning, Japanese culture are in need.

Korean

The Korean program faculty will continue to research for ways to improve student success with classroom innovation and reach the top rubric category. The department may have access to hire paid tutors and this would be a tremendous help.

Russian

-- Our In-Course Success rate is currently in Rubric "3".

-- As noted in SLOs, a new, contemporary R1-R2 text is under active consideration; current one will soon cease publication.

Spanish

We are in rubric 4.

Law and Administration of Justice

Administration of Justice

We are in the process of implementing a Transfer Degree. This will improve In-course success.

Corrections

We plan to offer a Transfer Degree. This will improve In-course success.

Law

As mentioned above, adding a Paralegal Certificate for Degree Holders would have a positive impact on in-course success.

Learning Skills

Learning Skills

In course Success Rate:

The department will continue its efforts to explore, investigate, and implement changes in course content and course placement, create additional instructor/student conferencing sessions, evaluate and procure new print instructional materials, review new software materials, and increase peer tutoring sessions in an effort to address in-class success rates. Additionally, the department will explore offering more traditional group class instruction, where success rates are significantly higher.

Finally, the department will continue to evaluate the effectiveness of its testing, course criteria, and course completion requirements to address the need for improvement in student completion/success rates.

Library

Library Science

The plan which has already begun is to offer the class as lecture rather than lab TBA with workbook.

Life Science

Anatomy

(blank)

Biology

N/A

Microbiology

N/A

Physiology

N/A

SUCCESS: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Mathematics and CSIT

Computer Science-Information Technology

(blank)

Computer Technology

(blank)

Electronics

(blank)

Math

(blank)

Media Arts

Applied Photography

Average success rate for the college is 66.3% and Photo classes are at 63.7% Entry level courses which account for the greatest percentage of discipline courses have the lowest success rates. A more detailed report revealed that the highest percentage of beginning courses with the lowest success rates are taught by a single instructor. This instructor needs guidance to improve the in course success rates.

Journalism

(blank)

Music

Music

To increase average success rate we will do the following:

--Provide more tutors

--Standardized exams in general education classes

--Increase student access to textbooks by placing them on reserve, having faculty write less expensive books

--Improve counseling so students enroll in the appropriate level, especially important now that we have lost repetability and have 'families' of courses that students can only take 4 times in total

Nursing

Registered, Nursing

N/A No Online

Philosophy

Philosophy

1) More extensive use of the online student warning system.

2) Discuss establishing a department-wide student survey involving academic preparation and personal background to better address students' needs.

3) Add additional Advisories to the more advanced courses we teach.

4) Hire a tutor(s).

Physical Education

Dance

(blank)

Dance Activities

(blank)

Dance Specialty

At the dance meetings time can be specifically devoted to developing and implementing a long range action plan that would address student success and decreasing recidivism.

Dance Studies

At the dance meetings time can be specifically devoted to developing and implementing a long range action plan that would address student success and decreasing recidivism.

Dance Techniques

At the dance meetings time can be specifically devoted to developing and implementing a long range action plan that would address student success and decreasing recidivism.

Physical Education

N/A

SUCCESS: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Physics and Engineering

Astronomy

Success rates are strong and need to be maintained at a high level through continuous improvement.

Engineering, Electrical

The department is actively working to institute a STEM program at LACC.

Engineering, General

The most important plan to improve student success is to implement a STEM program such as MESA at LACC.

Physical Science

(blank)

Physics

Implementing a comprehensive STEM program to recruit and support STEM students is a goal for the department.

Psychology

Psychology

SLO action plans have been written to address improving in-course success in all courses.

The following data is provided as an overview of the psychology departments SLO efforts:

Psych 1 General Psychology

On the final exam, students were asked to explain how the following psychology perspectives would explain depression: Cognitive, Behaviorism, Psychoanalysis, Humanistic, Biological.

Analysis

When we averaged the scores for Criteria 1 we received the score of 2.42. For the Criteria 2 we calculated the score of 2.3. For Criteria 3 we yielded a score of 2.6. These scores reflect that we are adequately meeting our set forth student learning objectives.

Actions to be Taken

We will continue to reinforce what we are teaching in class and be sure to reinforce the interaction between the different perspectives.

Psychology 2 Biological Psychology

Description of Assessment

On the final exam students were asked the following question: Describe at best two ways each of the following Biological constructs have been demonstrated to influence behavior. Students were evaluated on.

Analysis

Students scored 1.93 on criteria #1 and 1.9 on criteria #2. According to this data students are performing at an acceptable level.

Actions to be Taken

Lesson plans will include additional intergraded of key areas including an increase in multimedia educational materials.

Psychology 3 Personality and Social Psychology

Expand this form to additional pages as needed for the following information. This information will be entered into eLumen.

Description of Assessment

Students were asked to answer the following question: How do Freudian (Psychodynamic), Existential, and Humanistic perspectives explain personal growth and development? Write briefly about each of these perspectives and how they relate to personal growth and development.

Analysis

Radiologic Technology

Radiologic Technology

We are improving our in-course success for our prerequisite classes by increasing the number of units in each course (from 1 unit to 3 units) and making sure students have completed English and math requirements prior to taking our prerequisite

Social Science

African American Studies

The overall consensus is that our students are not academically prepared for college and that faculty do not have the time to do remedial work on UC/CSU transfer courses.

SUCCESS: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Anthropology

(blank)

Chicano Studies

We consistently have discussions. The overall consensus is that our students are not academically prepared for college and that faculty do not have the time to do remedial work on UC/CSU transfer courses.

Economics

The Administration should contact local K-12 Feeder schools to properly address inadequate preparation in high school.

History

The Administration needs to work with K-12 Feeder schools to find solutions to poorly prepared students coming into LACC.

Political Science

(blank)

Sociology

(blank)

Speech

Speech

The department is aware of the need for the ESL student population being fully prepared to be successful in the transfer and certificate programs offered at LACC. SLOs and the related discussions pertaining to the SLOs revealed the need to design the Speech 71-73 and 113 series with at least one presentational activity added to the listening and speaking curriculum; also the listening and speaking Speech Lab co-requisite to assist students with their oral communication accuracy is benefitting students as reported by Speech 101 instructors.

Theater Arts

Theater

N/A

Workforce

Basic Skills

(blank)

English Literacy & Civics

(blank)

ESL Non-Credit

(blank)

Vocational Education

Curricula will be written to meet students' needs. For example, other levels are needed for the computer classes.

(blank)

Health

We believe that once we have access to better facilities and more equipment starting this summer our success rates will improve. It is imperative that we hire more qualified full-time instructors. This would greatly enhance our program, increase our students success and our departmental moral.

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Art and Architecture

Architecture

More emphasis shall be placed on all faculty meeting their flex obligations.

Art

We have too few full-time faculty members doing any of the administrative work. Several full-time faculty members are not being accountable for the work that needs to be done for their courses. All of the work falls on the backs of just a few. There is nothing that we can do about this. Eventually, as we hire new professors, we will clarify the terms of employment and the needs of the department, so that new full-time professors will pitch in.

Environmental Design

More emphasis shall be placed on all faculty meeting their flex obligations.

Business

Accounting

(blank)

Business

We plan to submit an AUP for a full time faculty member over the next couple of years. This should improve both FTES/FTEF and % full time areas. We also plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints. We are 100% in Full time flex completion, as well as course and program SLO

Computer Applications Office Technologies

We plan to improve our FTES/FTEF by continuing to review our offerings to ensure we do not have too many sections of a course so our efficiency rate stays high. We are in quadrant 3 for % of all faculty that are full time, which is good. With cuts in adjunct assignments, that ratio should improve. We are 100% in Full time flex completion, but 55.8% among adjuncts. We plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints.

Finance

We plan to improve our FTES/FTEF by continuing to review our offerings to ensure we do not have too many sections of a course so our efficiency rate stays high. We just hired a full time faculty in this discipline. So the data may not be accurate. But that should improve our % full time. We are 100% in Full time flex completion, but 55.8% among adjuncts. We plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints. We are 100% complete in course and program SLO assessments.

International Business

We are in quadrant 4 and 3 for FTES/FTEF and % Full Time Faculty, respectively. We don't see improving too much in that category. We're also 100% in Full Time faculty flex obligations. However, we plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints. We are 100% complete in course and program SLO assessments.

Management

We plan to submit an AUP for a full time faculty member over the next couple of years. This should improve both FTES/FTEF and % full time areas. We also plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints. We are 100% in Full time flex completion, as well as course and program SLO

Marketing

We plan to improve our FTES/FTEF by continuing to review our offerings to ensure we do not have too many sections of a course so our efficiency rate stays high. We are in quadrant 3 for % Full Time Faculty. We don't see improving too much in that category. We're also 100% in Full Time faculty flex obligations. However, we plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints. We are 100% complete in course and program SLO assessments.

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Real Estate

We plan to improve our FTES/FTEF by continuing to review our offerings to ensure we do not have too many sections of a course so our efficiency rate stays high. We also plan to submit an AUP for a full time faculty member over the next couple of years. This should improve both FTES/FTEF and % full time areas. We are 100% in Full time flex completion, but 55.8% among adjuncts. We plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints.

Supervision

We are in quadrant 4 and 3 for FTES/FTEF and % Full Time Faculty, respectively. We don't see improving too much in that category. We're also 100% in Full Time faculty flex obligations. However, we plan to have PT faculty attend flex day in fall 2013 and in the future to automatically complete flex requirements and stay current on department goals. Additionally, an eve. meeting may be introduced to accommodate PT faculty not able to attend flex day due to work constraints.

We are 100% complete in course and program SLO assessments.

Chemistry and Geophysical Sciences

Chemistry

Beginning for Fall 2013, we will hire an additional full-time chemistry professor. With the coming retirement of 2 additional full-time faculty members, it should remain a priority of the department to advocate strongly for hiring priority each year until recent and future retirees are replaced.

Earth Sciences

The only measure scoring in category 2 was the percent of faculty that are full-time. Though future full-time positions are vital to growing the program, our part-time faculty are qualified and experienced, successfully provided courses and serving students.

Geography

The only measure scoring in category 1 or 2 was Part-Time Flex completion. We have improved our departmental communication recently, and combined with campus-wide threats of pay loss, we do not believe that an improvement plan is needed.

We do anticipate that current enrollment trends combined with new courses in development will justify and additional full-time geographer sometime in the next few years, when growth positions are allowed.

Geology

The only measure scoring in category 1 or 2 was Part-Time Flex completion. We have improved our departmental communication recently, and combined with campus-wide threats of pay loss, we do not believe that an improvement plan is needed.

Oceanography

The only measure scoring in category 1 was Part-Time Flex completion. We have improved our departmental communication, and combined with campus-wide promise of pay loss, we do not believe that an improvement plan is needed.

Child and Family Studies

Child Development

To increase the percentage of FTES/FTEF and percentage of full-time, the three retirement positions need to be replaced.

No need to increase FT Flex obligation as this is currently 100%. However, once the list of adjunct is corrected, the Vice Chairs of Child Development and Dietetics will work more closely with the part-time faculty who have not completed their obligation. However, it is the contractual that all faculty complete their Flex obligation and those who do not should be docked their pay. The department has no authority to enforce the requirements, but the administration does and should follow through.

Family & Consumer Studies

The reported data is incorrect. S. Higgins retired and S. Kennedy is deceased. The Dietetic Program Director will meet with the two PT faculty who did not report flex, although they did attend flex activities. PTES/FTEF does not require an improvement plan due to a finite number of supervised training sites which limits the number of students in each class.

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Cinema and Television

Cinema

- FTES/FTEF Student/Faculty Ratio:

1) Change of curriculum. We would like to include more entry-level courses and fuse the TV program with Cinema.

2) Faculty changes: To increase the percentage of FTES/FTEF the percentage of full time, FIVE total retirement positions need to be replaced. The two spring 2013 hires are welcome but will NOT complete our compliment of retired professors.

- Flex:

Our strong adjunct representative, Charles Domokos, will communicate the need for part time flex obligation and promote the concerns of adjuncts.

- SLO:

Continue to bring changes suggested by the SLO assessments.

TV

As stated above, the Television program is on the mend, but needs reworking to remain viable and work out of the (1) and (2) quartile fill rates and enrollment rates.

We will do that by:

1) Change of curriculum. We would like to include more entry-level courses, and rewrite of some of the TV advanced courses, to more intermediate and beginning level students, and use the TV program with Cinema.

2) Faculty changes: We will better utilize our adjunct faculty and will hire two new FT faculty this spring. To increase the percentage of FTES/FTEF and percentage of full-time, FIVE total retirement positions need to be replaced. The spring hires are welcome but will not complete our compliment of retired professors.

Our strong adjunct representative, Charles Domokos, will communicate the need for part time flex obligation and promote the concerns of adjuncts.

3) Better promoting our program classes, certificates and degrees with social media.

Cooperative Education

Cooperative Education

(blank)

Counseling

Personal Development

Upon SLO assessment of PD 40 A, B & C and archiving PD 20 A,B & C we will see an significant increase in course SLO completion. Additionally we will achieve a 100% completion rate upon implementation and assessment of PD 41 at the local high

Dental Technology

Dental Technology

This section has been previously addressed above.

English and ESL

E.S.L.

Ours FTES/FETF rates are high.

English

We need to ensure better FLEX reporting from our part-time faculty. We were surprised by the low overall reporting. Our full-time staffing is beyond our power, quite frankly, so how are we supposed to address it? We are doing well with SLO completion and already have action plans in place at both the course and program level.

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Foreign Languages and Humanities

American Sign Language

Implementing mandatory meeting or event that reflects the completion of the flex obligations.

Arabic

(blank)

Armenian

Offer more courses.

Chinese

Department Chair shall advise partimer to pay attention to Flex requirement.

French

(blank)

Humanities

(blank)

Italian

For Part-timers obligations it should be an implementation form the chair to accomplish the flex responsibility.

Japanese

FTES/FTEF will greatly improve with the more complete program of Japanese by adding a full-time instructor.

Korean

The F/T and P/T faculty flex obligation rate reflects the department's not the Korean Programs. The only F/T faculty in the Korean Studies Program has completed her flex obligation every academic year since Spring 2001 and she makes sure the 2 P/T faculty members complete their flex obligation every Fall/Spring semester.

We will work with both the Curriculum and Institutional Effectiveness to obtain the correct data in the future for a more accurate perspective of the FTES/FTEF.

Russian

-- We continue to advocate with the Hiring Prioritization Committee for a full-time Russian position

-- Restoring cut sections (incl. the evening class cut in 2012) may improve FTES/FTEF over current 23.7

Spanish

All the Full-time Spanish professors have completed the flex obligation. For the Part-time flex obligation, the Department Chair should send email reminders of their flex obligation annually.

Law and Administration of Justice

Administration of Justice

FTES/FTEF can be improved by offering a Transfer Degree. Better advertising of the Administration of Justice Program would also help.

Flex completion for full-timers will increase because of the monetary penalty for those not in compliance.

Flex completion for part-timers can increase by more communication with part-timers. There should also be a mandatory college-wide training for first-time part-timers.

Course SLO - the only courses that have not yet been assessed are two courses that were recently taken out of archives. These

Corrections

Offering a Transfer Degree is a current goal. This will have a positive effect on FTES/FTEF.

Law

FTES/FTEF can be improved by adding the Paralegal Certificate for Degree Holders. Better advertising of the Paralegal Program would also help.

Flex completion for full-timers will increase because of the monetary penalty for those not in compliance.

Flex completion for part-timers can increase by more communication with part-timers. There should also be a mandatory college-wide training for first-time part-timers.

Course SLO - the only course that has not yet been assessed is a course that was recently taken out of archives. This course is being offered, for the first time, this semester. The course will be assessed this semester.

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Learning Skills

Learning Skills

FTES/FTEF:

Each full-time faculty member will begin to teach at least 2 sections of the departments core courses as group classes; these classes will include LS Reading, Vocabulary, Writing, Study Skills, Math Fundamentals, and Algebra--courses which have demonstrated a high fill rate (over 70%). Working with the Department Chair, the IDWG Dean, the departmental Curriculum Representation, and the Campus Curriculum Chair, the department will recode some of its sections, so they become FTES-generating, rather than positive attendance reporting, which will have a significant impact on the FTES/FTEF ratio.

Percent of all Faculty that are Full-time:

The department has maintained its full-time faculty for over twenty years, and it has been successful in providing a quality basic skills instructional program to thousands of remedial students at the college. However, over the 2011-2012 academic year, the department had one retirement, within its Language Arts program, and as a result the department will be requesting a Probationary Position Replacement.

F/T Faculty FLEX Obligation Completion:

Full-time faculty members have diligently and consistently completed their FLEX obligation as indicated (100%) and will continue to do so, as required by the AFT contract

P/T Faculty FLEX Obligation Completion:

The adjunct faculty will submit documentation of their FLEX obligation completion to both the Department Chair and the Chair of Staff and Organizational Development so that documents may more easily be collected, retrieved, and maintained.

SLO Course Completion:

The department has completed its SLO cycle with 100% completion of its courses, and with the assistance of its' departmental SLO team, it will continue to actively participate in the campuswide SLO assessment cycle and comply with its timelines and reporting requirements.

Library

Library Science

P/T faculty member is aware of FLEX obligation. There are currently no other P/T librarians.

Life Science

Anatomy

n/a

Biology

We are assigning our adjunct rep to be in charge of reminding adjuncts about turning in their flex hours.

Microbiology

n/a

Physiology

n/a

Mathematics and CSIT

Computer Science-Information Technology

(blank)

Computer Technology

(blank)

Electronics

(blank)

Math

(blank)

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Media Arts

Applied Photography

SLO and Flex obligations are at 100%

Low % of fulltime faculty is beyond the control of the program.

Journalism

(blank)

Music

Music

FTES/FTEF

- Increase efficiency by reducing # of evening sections and once-a-week classes
- Move into CH where our classrooms are larger
- Alter the schedule to a 4-day music major program
- Survey students to determine access needs
- Offer orientation and increase counseling to music students, especially once the new AA-T and certificates are available
- Increase outreach to feeder schools

%FT

- Continue to request a FT hire in instrumental music

Flex Completion/FT and PT

- Continue to spread the word that faculty will lose income if they don't do it
- Add non-compliance on faculty evaluations

Course SLO Completion

- Will research which courses we have not assessed and assess them

Nursing

Registered, Nursing

All categories are in #3 or #4, except PT Flex (#1 = 30%). Faculty who are designated SLO coordinators for our program (Portugal), or RN Residency program coordinator (Simpson-Turk), Associate Directors (Levy, Portugal); Student success coordinator (Berry) will be team leaders to maintain and improve these areas. Again, hiring is critical to maintain and improve measures. An all-faculty meeting will assist in more directly addressing PT Flex completion and submission before the end of May 2013. All RNs must obtain continuing education to maintain licensure so we know that all faculty have completed the required Flex hours; it is the submission of this data that seems to be deficient and that is being addressed via telephone, email and FT faculty notification of adjunct Flex status.

SLOs will be re-visited and likely changed from this point forward to more accurately reflect desired program outcomes. Objective

Philosophy

Philosophy

Concerning Accountability, the only need our department has is to hire a full-timer.

Physical Education

Dance

(blank)

Dance Activities

(blank)

Dance Specialty

The department has to work on getting flex obligations met. We could do this by offering in-service workshops. Also by getting part-time faculty to keep better track of their non-teaching activities that are eligible for Flex and to submit their paperwork to the Staff and Organizational Development Office in a timely manner.

Dance Studies

A Full time instructor would help support the promotion, focused effort in regards to program development, student support, and future goal planning for all Dance Disciplines.

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Dance Techniques

A Full time instructor would help support the promotion, focused effort in regards to program development, student support, and future goal planning for all Dance Disciplines.

Physical Education

Regarding Flex Completion:

- 1) Early semester face to face and written explanations of obligations, planning, reminding and assurances of compliance might help.
- 2) Tracking in the form of sending regular status of attainment levels in visual formats (such as bar graphs and flex hours accrued) both in email form, wall charts, and placed in individual faculty mail boxes should help. These should also be illustrated during department meetings.
- 3) The importance of flex activities for professional development and as part of one's professional and employment obligation should be stressed.

Regarding SLO Completion:

PE is actually at 95% completion rate. Only 1 course remains to be assessed, PE 185. This course is only offered if a student arranges to complete a special project with a particular instructor. The next time a student enrolls in PE 185, the course will be assessed using the Curriculum Committee approved SLO and Assessment Task.

Physics and Engineering

Astronomy

More sections are required to maintain access. More full-time faculty are required to address low FT/PT ratio. P/T faculty need assistance in filing paperwork for FLEX.

Engineering, Electrical

Flex completion of PT instructors needs to be addressed. All other measures have been indicated as being at maximum or are currently at maximum.

Engineering, General

Flex completion of PT instructors needs to be addressed. All other measures have been indicated as being at maximum or are currently at maximum.

Physical Science

(blank)

Physics

FTES/FTEF is currently at maximum in Physics. Classes are becoming overcrowded which is affecting learning and access. More sections are required and will be requested if enrollment trends continue.

Only reasonable method of increasing %FT is to hire more full-time instructors.

Flex completion/FT is at 100%. Flex completion for PT is low and is due to confusion about the twice yearly reporting.

SLO completion at Course and Program level is currently at 100%.

Psychology

Psychology

Flex P/T completion will be improved by increased communication with P/T faculty. Flex FT completion will be improved by increased communication. % full-time will be improved by applying for a new FT position whenever possible.

Radiologic Technology

Radiologic Technology

FTES/FTEF can be improved by adding additional certificates for Radiologic Technologists.

Flex completion for part-timers can increase by more communication with part-timers. There should also be a mandatory college-wide training for first-time part-timers.

ACCOUNTABILITY: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Social Science

African American Studies

Dept. Chair has no authority to force anyone to do anything.

Anthropology

The Dept. has no authority to enforce Flex or SLO requirements on Full time faculty. The Dept. is working with majority part-time faculty who will not complete SLOs.

Chicano Studies

100% in most areas. We only have 1 full time faculty and two part-time faculty.

Economics

Depts. have limited authority.

History

The Administration needs to hire more full time history faculty.

Political Science

Administration needs to work with K-12 Feeder schools.

Sociology

Administration needs to hire more full time faculty. Dept. has no authority to force a faculty member to do anything.

Speech

Speech

With replacing the vacated positions with probationary hires, the % Full-time instructors available will improve as well as the FTES/FTEF. A strategy of coordinating Full-time faculty to make contact with a given number of Part-time faculty will develop a collaboration to encourage part-time faculty to complete their flex obligations. With a complete team of FT faculty, planning and coordinating Program SLO completion can be done in a timely and thoughtful manner.

Theater Arts

Theater

FT Faculty will be mentoring PT Faculty in individual pairs to assist with compliance. In general it is believed that PT Faculty have completed appropriate Flex activities but simply have not completed the necessary paperwork. With mentoring and assistance from specific FT faculty this should be remedied

Workforce

Basic Skills

(blank)

English Literacy & Civics

(blank)

ESL Non-Credit

(blank)

Vocational Education

FTES/FTEF can be improved by hiring at least one full-time faculty member. If deducting pay from part-time faculty who have not completed Flex obligation has not been implemented, then the Dean must receive a report with the names of faculty who have not completed their Flex obligation, so she can implement a corrective action plan.

(blank)

Health

We requested a full-time faculty for health, dance and Kines. in our AUP. We hope to have at least one filled in the next year. We will do a better job at getting our part-time faculty the information that is needed in a timely manner. The Adjunct Faculty Rep will assist in contacting all P/T faculty to help facilitate this.

PARTNERSHIP: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Art and Architecture

Architecture

The goals in external partnership remains the same. More effort will be placed to increase the number of qualified students participating in the e7 program. Class visitation to local architectural offices will remain an integral part of the schooling experience

Art

We wish to create further partnerships with museums and galleries as well as internship opportunities for architecture and graphic design students. We have been using the gallery as a way to bring professional artists to our department and create connect

Environmental Design

The goals in external partnership remains the same. More effort will be placed to increase the number of qualified students participating in the e7 program. Class visitation to local architectural offices will remain an integral part of the schooling experience

Business

Accounting

(blank)

Business

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

Computer Applications Office Technologies

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

Finance

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

International Business

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

Management

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

Marketing

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

Real Estate

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

Supervision

Given current budget restraints, the department feels that the current partnership alliances are not expandable without an increase funding and full time faculty.

Chemistry and Geophysical Sciences

Chemistry

Currently, there is not a need for existing partnerships. As referenced previously in this review, we need to vigilantly monitor student enrollment trends, both in total demand and in demand from specific feeder schools in our region. As a department we should plan to collaborate at least annually, and preferably semi-annually, to discuss enrollment trends. Decrease in student demand would direct areas of partnership.

Earth Sciences

Opportunities exist to expand community partnerships, including contacting local businesses for student internships and scholarships; and inviting more guest speakers to present on relevant academic and business issues in the Geosciences.

Geography

As we develop GIS courses, our direct value to local industry will be greatly increased. We will develop an internship program with local industry. We currently have contacts at a local Environmental Planning firm, an industry that employs geographers with GIS

Geology

Opportunities exist to expand community partnerships, including contacting local businesses for student internships and scholarships; and inviting more guest speakers to present on relevant academic and business issues in the Geosciences.

PARTNERSHIP: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Oceanography

Opportunities exist to expand community partnerships, including contacting local businesses for student internships and scholarships; and inviting more guest speakers to present on relevant academic and business issues in the Geosciences.

Child and Family Studies

Child Development

The Child Development discipline has a comprehensive partnership plan that does not need to be expanded. Our intensive interaction described above keeps our program current and relative to industry practices. Without additional replacement faculty it will be difficult enough to maintain the partnerships we engage in currently.

Family & Consumer Studies

The Dietetics program has partnered with many community agencies and health care facilities since the inception of the program. These supervised training sites are essential to our Dietetics programs. In order to create new partnerships we encourage our employed graduates to precept LACC students. We continuously network with professionals working in long term care, acute care, and community agencies to encourage them to enter into agreements with LACC. One problem we have, though, is that due to the limited number of training sites, we are competing with local four-year programs, MS programs, and internships for preceptor time.

Cinema and Television

Cinema

We can always improve, and encourage plentiful and robust partnerships with local industry and schools. We will accomplish that by utilizing our substantial and wide ranging resources of our large body of adjuncts and our newly hired faculty to bring in and

TV

We can always improve and encourage plentiful and robust partnerships with local industry and schools. We will accomplish that by utilizing our substantial and wide ranging resources of our large body of adjuncts and our newly hired faculty to bring in and

Cooperative Education

Cooperative Education

The importance of collaboration and having community partnership is valuable to our students. It is the collaborations what provides the hands on experience for our students, that will lead them to success in todays workforce.

Counseling

Personal Development

There may be opportunities in the future through partnerships with Puente, STEM and similar programs. With the implementation of SB 1456 and Achieving the Dream, PD courses will enhance successful outcomes and should receive strong institutional

Dental Technology

Dental Technology

Planned partnerships:

- National and international recognized Dental Technologists to provide insightful lecture series for program students;
- Partner with the Foundation for Dental Laboratory Technology (FDLT) and the National Association of Dental Laboratories (NADL) for grant opportunities, green technologies/skills
- Partner with UCLA instructors and industry leaders in implant prosthodontics to adapt specialty implant courses required by the new certification standards and future ADA/CODA accreditation requirements.

English and ESL

E.S.L.

We are currently interested in developing bridge programs across departments and disciplines on campus, and believe some of these bridges could involve community partners.

English

We look forward to having the opportunity to develop and foster bridge programs similar to our partnership with Comedians with Disabilities, possibly with Writers' Groups such as Penn West.

PARTNERSHIP: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Foreign Languages and Humanities

American Sign Language

*Deaf Organization called Greater Los Angeles Agency on Deafness.

*Deaf Expo Festival

*Deaf West Theater

Arabic

There is always an improvement opportunity in partnerships. Heliopolis Akademeia is a non-profit organization committed to bridge cultures and to provide educational help and advisory regarding the Arabic language and the cultures of Arabic speaking countries.

From 2010 to present Heliopolis Akademeia has offered work shops to the Christian and Jewish community.

Many small groups of Arabic studies are offered for FREE.

When it comes to provide a plan we need in the first place to establish our goals and then we talk about how to reach them.

Armenian

Involve the community and public schools.

Chinese

To plan a study abroad and exchange program with major college in China.

French

Currently the department is in the process of forging an alliance with an international university to provide LACC students with the opportunity to study French abroad.

Humanities

Community partnerships are relevant to the Humanities.

Italian

Hopefully, The Study Abroad Program that Professor Parada is working hard for it will be expanded to Italian and other languages in our department in the future

Japanese

More close connection with Japanese community such as Japan Foundation, Little Tokyo National Museum will be necessary.

Korean

John Marshall High School is enthusiastic about the Korean class which generated high interest among its students from diverse backgrounds. Since Korea Foundation has agreed to provide the textbooks which can be reused, the school principal has assured that they would like to open another Korean 1 class in Fall 2013.

We hope to continue and expand scholarships to Soonchunhyang University for students who did exceptional work in Korean 1/2 who will continue their Korean language and cultural studies in Korea by academic credit and gaining experience as a "cultural and language ambassador" by interacting with the students in Korea. We would also like to send at least one representative to Korean Cultural Center per term to inform them about LACC's Korean Program.

Russian

-- We plan further exploration of partnership possibilities with the Russian community in Los Angeles.

Spanish

The Study Abroad Program

Law and Administration of Justice

Administration of Justice

Increasing community partnerships is a matter of reaching out to and contacting more law enforcement agencies.

Corrections

There is a possibility of partnering with county or state corrections facilities for field trips, although there is an inherent risk in this.

More practical is the opportunity for guest speakers to address the Corrections 1 class.

Law

Increasing community partnerships is a matter of reaching out to and contacting more legal services providers. The L.A.C.C. Foundation helped by introducing us to Bet Zedek and scheduling a lunch date with key personnel from that organization.

PARTNERSHIP: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Learning Skills

Learning Skills

As its primary mission, the Learning Skills department serves academically and/or economically underprepared students, students seeking re-entry into the workplace, students seeking retraining due to job displacement, students receiving state or federal compensation, and students with special needs, served by the Office of Special Services.

In an attempt to more effectively serve these constituencies, the department will engage in the following activities to address improvement in partnerships:

- 1) Collaborate with the Counseling Office, Matriculation Program, and EOPS to determine basic skills needs at the high school levels and the possibility of providing these courses to students at their respective sites through student recruitment efforts
- 2) Explore the possibility of offering a core of Learning Skills classes--Reading, Writing, Vocabulary, Study Skills, Math Anxiety, Math Fundamentals, Algebra--at local, feeder high school sites in an effort to smoothen the transition from high school to college-level preparedness
- 3) Meet with the campus Work Force Dean to identify possible agencies, private sector, or community organizations where creating partnerships would address a community need and be of service to residents in the area

Library

Library Science

The two agreements already in place are adequate. Other library partnerships are beyond the area where students normally travel.

Life Science

Anatomy

(blank)

Biology

(blank)

Microbiology

n/a

Physiology

n/a

Mathematics and CSIT

Computer Science-Information Technology

Outreach programs for High School students.

With Software Vendors like Oracle and Microsoft.

Computer Technology

(blank)

Electronics

(blank)

Math

(blank)

Media Arts

Applied Photography

The Media Arts department is a small program with staffing needs. The department chair does not receive release time. The department is exploring the possibility of merging with another program so that resources can be shared. Cinema/Television or Art are potential fits for a merger.

Journalism

We are occupied with ensuring our current partnerships flourish, before we expand into new ones.

PARTNERSHIP: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Music

Music

- Increase value of vocational certificates through job placement and internships.
- Update certificates to reflect industry demands
- Initiate contact with high school music programs, increase advertising of new AA-T and certificates, illustrate that students can have seamless transition to 4-year school

Nursing

Registered, Nursing

No. It is not feasible to offer RN courses at high schools.

Philosophy

Philosophy

We plan on re-visiting partnership opportunities with neighboring high schools.

Physical Education

Dance

(blank)

Dance Activities

(blank)

Dance Specialty

At the dance meetings time can be specifically devoted to developing and implementing a long range action plan that would address this issue.

Dance Studies

At the dance meetings time can be specifically devoted to developing and implementing a long range action plan that would address this issue.

Dance Techniques

At the dance meetings time can be specifically devoted to developing and implementing a long range action plan that would address this issue.

Physical Education

- 1) Contacts are in currently in the process of being made and partnerships proposed with the West Los Angeles YMCA, Beach Fitness LA, and hopefully 24 Hour Fitness both for students in the Personal Trainer Certificate Program and in the kinesiology associate's degree program.
- 2) Part of the Kinesiology 100 course: Introduction to Kinesiology, (that has been written and is waiting for the discipline to change names from Physical Education to Kinesiology to get curriculum committee approval), is a review of the variety of career and educational opportunities available to A.S. degree graduates. Since kinesiology has various applications it may be possible to partner with local LA Recreation and Parks Department centers, sports and recreation centers, playgrounds, schools looking for coaching or trainer assistants (public or private), and even local health facilities (e.g.; physical therapists, chiropractors).
Student overlap between the A.S. degree students and Personal Trainer Certification Program students is likely so students from both areas might be eligible for placement.
- 3) We would like to explore partnering with the Braille Institute located adjacent to the LACC campus and establish feasible courses such as a stationary cycle spinning course for the sight impaired.

Physics and Engineering

Astronomy

If funding for outreach increases, we have instructors who are ready and willing to teach at high schools.

Engineering, Electrical

We will continue to work closely with other colleges offering engineering classes through participation in the Engineering Discipline Committee.

Engineering, General

The department has been very active in developing partnerships and will continue to devote effort in that area.

Physical Science

(blank)

Physics

Increase in funding for the outreach department is required for us to be able to offer more outreach physics classes.

PARTNERSHIP: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Psychology

Psychology

Yes, there is an improvement opportunity in partnerships. The improvement plan is to increase and improve Human Services partnerships by increasing the oral and written communication between the Department and the community based organization partners and by using the results from a systematic assessment tool. In addition, the Department will publish improved Fall and Spring Field Site Handbooks with up-to-date and comprehensive information.

Radiologic Technology

Radiologic Technology

Increasing community partnerships is a matter of reaching out to and contacting more healthcare service providers.

Social Science

African American Studies

(blank)

Anthropology

(blank)

Chicano Studies

(blank)

Economics

(blank)

History

(blank)

Political Science

(blank)

Sociology

(blank)

Speech

Speech

Assess the number of high school graduates who continue taking Speech classes after having been introduced to Speech 101 in their senior year of high school in the Dual Enrollment Program.

Develop a presentation about the advantages of considering a major in the field of Communication Studies for high school students.

Assess the number of high school graduates who are aspiring to Communication Studies AA-T degree after having been introduced to the field of Communication Studies in their senior year of high school.

Theater Arts

Theater

Maintain current relationships with sister institutions and professional theatres. Expand partnerships with additional professional theatre programs

PARTNERSHIP: Improvement Plans by Department

Source: Instructional Disciplines Report, March 2013; compiled 060713

Department - Discipline - Improvement Plan

Workforce

Basic Skills

Our program flexibly, are available to address all potential barriers to success for special populations targeted and for recruitment into basic skills .

We intend to increase educational partnerships with other colleges, middle schools and highschools. we can deliver customized class promotes delivery of classes.

English Literacy & Civics

Our program flexibly, curriculum and certificate programs are available to address all potential barriers to success for special populations targeted and for recruitment into workforce. We intend to increase educational partnerships with other colleges, non profits, middle schools and highschools. We can deliver customized class "Menu" to suit the diversity and demographics of partner agencies and their constituents and promotes delivery of classes. The department mission is to continue serving academically and/or economically underprepared students, immigrant population, students reentering the workplace, displaced workers, students receiving state or federal compensation, and students with special needs. To continue and enhance our services the department will engage in the following activities and address improvements in partnerships:

- 1) Collaborate with the credit ESL Department, Counseling Office, Non Credit Matriculation Program, and Cal Works to determine basic ESL and Civics needs to continuing offering ESL Civics levels and the possibility of providing more courses to students at their respective sites through student recruitment efforts
- 2) Pilot classes or new courses in separate Civics content--Access to Education, Workplace ESL, Family Literacy, and Personal Development.
- 3) Meet with the off campus partnering educational Directors to identify new opportunities, increasing classes at off sites, and have a more consistent work relation with community organizations where committing to maintain partnerships would address a community need and be of service to residents in the area.

ESL Non-Credit

The department mission is to continue serving academically and/or economically underprepared students, immigrant population, students reentering the workplace, displaced workers, students receiving state or federal compensation, and students with special needs. To continue and enhance our services the department will engage in the following activities and address improvements in partnerships:

- 1) Collaborate with the credit ESL Department, Counseling Office, Non Credit Matriculation Program, and Cal Works to determine basic ESL skills needed to offer other ESL levels and the possibility of providing more NC ESL courses to students at their respective sites through student recruitment efforts
- 2) Pilot classes or new courses in separate ESL content--Reading, Writing, Vocabulary, and Pronunciation
- 3) Meet with the off campus partnering educational Directors to identify new opportunities, increasing classes at off sites, and have a more consistent work relation with community organizations where committing to maintain partnerships would address a community need and be of service to residents in the area.

Vocational Education

A staff member was hired as Business Developer and Partner Outreach to recruit partners that can recruit 40 students and offer classes on-site. With the closing of many adult schools, there is opportunity to partner with new agencies and offer vocational classes leading to certificates.

(blank)

Health

We are in the process of creating a Fitness Specialist Certification Program. We will be in communication with American Council on Exercise(ACE) to help support our program. Along with ACE we are talking with the YMCA to allow our Fitness Specialist students to complete their directed study course at the YMCA. These two partnerships should provide a great deal of knowledge and assistance for the Faculty and Students of Los Angeles City College.