Educational Planning Committee
Minutes
March 5, 2012
Campus Center 4
1:30 p.m. - 3:30 p.m.

Members Present: Carole Akl, Patricia Carter, Veronica Cox, Madelline Hernandez, Alma Johnson-Hawkins, David Jordan, Jose Maldonado, D'Art Phares, Gary Prostak, Mike Reynolds, Jan Silver, Nadia Swerdlow, Hanh Tran, Marie Zaiens

Members Absent: Mari Rettke

Resource Members Present: Said Pazirandeh

Resource Members Absent: Pat Flood, Stephanie Atkinson-Alston

Guests Present: Cathy Brinkman, Angela Echeverri, Yolanda Ramil

Call to Order: By Co-Chair Jan Silver at 1:33 p.m.

1) Approval of Minutes from Feb. 13th
   a) MSU (D’Art Phares/Hanh Tran) to approve as read
2) Foreign Languages – External Review report
   a) The Foreign Languages report was reviewed
3) Foreign Languages – Comprehensive Program Review scheduled for 2:00 p.m.
   a) Yolanda Ramil presented the report (attached below)
   b) Commendations and Recommendations were discussed
   c) ACTION ITEM: Madeline Hernandez will forward a template for the external review reports to Jan Silver
4) Additions to March 19th agenda
   a) None

Adjourned 3:46 pm

Minutes taken by D'Art Phares
Los Angeles Mission College
One of the nine Los Angeles Community Colleges

Comprehensive Program Review
Foreign Languages Department – Fall 2011 – Spring 2012

1. **Please highlight any changes since you submitted your unit assessment (e.g. enrollment trends of the units as of Fall 08).**

   Since we submitted the last unit assessment several changes have occurred: student registration has been beyond expectations from 2009 to 2011. The enrollment when up beyond expectations. Most classes had between 60 and 70 students per class except Spanish 4, 5, and 6 that require 8 students per class, but they had 25 to 30 students per class. However, many students have not been able to enroll in our program due to budget cuts that eliminated some of our classes or had classes so full that many students have to be rejected due to the lack of space in the classroom.

2. **What do you see as the strengths of each of your units?**

   There are 2 committed and experienced full-time faculty members and 3 adjunct faculty members who enrich the student learning experience. We also prepare students to enter employment opportunities in the current trend since bilingualism is highly desired. The Spanish program offers an AA degree that meets the needs of the community demographics and enriches their culture.

   **What do you see as the challenges?**

   More classes are needed since the department of Foreign Languages has been going through cuts of classes for several years and those classes were never replaced; this has impacted our program drastically. Student registration in the last four years has been overwhelming and hundreds of students have not been able to enroll in foreign languages classes due to the small amount of sections open.

   The lack of a tutoring lab for Foreign Languages hinders student success since they don’t have a place to practice and interact with qualified tutors/mentors. We will like to offer other foreign languages, but limited budget and faculty restrict us.

3. **How does your unit planning support the mission of the college?**
The Foreign Language unit planning supports the mission of the college by offering a wide range of courses so students can complete their degrees; offering specialized bilingual English/Spanish instruction; updating courses and offering more AA degrees in other languages; ongoing Professional Development opportunities for faculty.

4. **What are your visions for changes, revisions and growth?**

Offering an AA in Chinese to help students to connect with the growing economic business relationship between the United States and China.

5. **What resources are needed to support as well as to build the programs in your Department?**

- Facilities: a Language Lab
- FTEF: more full-time and part-time faculty members
- Staff: tutors for Language Lab
- Technology: computers, language software, and other supplies pertinent to the needs of the lab and classroom

6. **What is the status of SLO assessments in your department?**

Spanish courses, from 1 to 6, have been updated and SLOs in Spanish 1, 4, and 6 have been assessed. Spanish 5 was assessed this semester. All courses taught in Foreign Languages have SLOs and the French 1 and Italian courses will be assessed this semester.

7. **What is the status of the course outlines of record and course updates in your department?**

All Spanish courses, 1 to 6, have been updated and approved by the Curriculum Committee. Direct Studies courses were updated and have to be approved by the Curriculum Committee.

8. **What progress has been made towards the recommendations made by EPC following your 08-09 program review presentation?**

Foreign Languages separated from Chicano Studies in the fall of 2010. As already mentioned in the EPC electronic Program in 2011 a full time professor will be needed for the fall of 2012 since David Pardess, language professor will retire in the spring of 2012 and up to this moment the classes are overwhelming with students and hundreds of other students who need a language class, but can get one due to the limited offerings.