

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Accounting

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Increase depth of accounting program (more courses, additional certificate programs, update existing certificate programs)	<ol style="list-style-type: none"> 1. Do a needs assessment of the accounting discipline 2. Update existing certificate programs 3. Develop new certificate programs 	<p>Dr. Allison Moore</p> <p>Dr. Allison Moore</p> <p>Dr. Allison Moore</p>	<p>April 1, 2009</p> <p>Sept 2009</p> <p>Jan 2010</p>	<p>June 30, 2009</p> <p>Dec 2009</p> <p>June 2010</p>
2	Increase average class size	<ol style="list-style-type: none"> 1. Work with Latino and high school outreach program 2. Develop Accounting marketing plan and brochures (materials to be produced in both English and Spanish) 3. Purchase AICPA marketing brochures (both English and Spanish, if available) 4. Work with LASC counselors to develop "standard" education plan (integrate accounting courses with all other requirements) 	<p>Dr. Allison Moore</p> <p>Outside Consultant</p> <p>Dr. Allison Moore</p> <p>Dr. Allison Moore LASC Counselors</p>	<p>Fall 2009</p> <p>April 2009</p> <p>Sept 2009</p> <p>June 2009</p>	<p>Ongoing</p> <p>Dec 2009</p>
3	Increase student retention and success	<ol style="list-style-type: none"> 1. Assess the practicality of developing a more formal accounting tutorial program and requiring lab time as a component of Accounting classes 2. Assess need to increase prerequisites for Accounting classes 	<p>Dr. Allison Moore</p> <p>Dr. Allison Moore</p>	<p>June 2009</p> <p>Sept 2009</p>	<p>Aug 2009</p> <p>Oct 2009</p>

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Administration of Justice

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Purchase needed equipment and supplies for the Administration of Justice program	Finger printing equipment, crime scene equipment, forensic equipment, DVDs, lap computer, LCD ceiling mounted projector and screen, police templates	Alfred Reed, Jr.	Sept 2009	Dec 2009
2	Expand the Administration of Justice program	New course outlines for Corrections and Forensic: Introduction To Forensics, Advance Criminalistics Forensics I&II, Forensics Autopsy, Forensics Psychology, Correctional Institutions, Legal Aspects of Corrections, Correction Report Writing	Alfred Reed, Jr.	Sept 2009	Dec 2009
3	Hire additional adjunct Administration of Justice instructor or a full-time Administration of Justice instructor	Once additional Administration of Justice classes are offered, more instructors need to be hired	Alfred Reed, Jr.	Sept 2009	Dec 2009

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Anthropology

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	To hire a fulltime faculty person	1) Seek approval from College for full-time Anthropology Faculty; 2) Conduct hiring process.	Dept. Chair	Aug. 2009	Aug. 2009
2	To ensure students who attend the same courses learn similar basic information	1) Anthropology faculty members will develop comprehensive goals and objectives for students in Anthropology courses.	Full Time Anthropology Instr.	Sept. 2009	Sept. 2010
3	Update course outlines in the discipline	Anthropology faculty should converse via email and in person to update course outlines with SLOs.		Feb. 2009	May 2009
4	To expand program through course offerings	1) Initiate additional course offerings in Anthropology 101, 102 and 133; 2) Review Honors courses with LASC Honors Division and update course outlines; 3) Implement CSU/UC articulation review of the Honors courses.	Dept. Chair	Spring 2010	- -
5	Create a plan to improve the physical aspects of the teaching and learning environment	Plan to move to student service building: 1) Petition College for classroom (lab) and office space; 2) Petition College for funds for AV teaching equipment; 3) Petition College for lab-type teaching equipment such as casts and maps; 4) Write grants for additional teaching equipment.	Dept. Chair	Jun. 2009	Aug. 2009

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Biological Science

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Review class size limits and secure additional facilities (office, lab, etc.)	Survey students first day of class	All faculty	Fall 08	Spring 09
2	Electronically enforce all validated prerequisites				Fall 09
3	Hire more faculty (1 F/T Tenure-Track)	Assess course needed	Glenn Yoshida	Fall 08	Fall 09
4	Create a new biology class for non-transfer students aiming at an AA degree, while maintaining existing classes		Glenn Yoshida, Anita Walker	Fall 08	Fall 10
5	Recommend proficiency in English and Math	Surveys and testing students first day of class	All faculty	Fall 08	Spring 11

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: CAOT

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Proactive recruitment by the program and LASC to attract more male students.	<ol style="list-style-type: none"> Expand publicity in the community by website, brochures and radio ads. Outreach to feeder high schools to increase enrollment in CAOT. 	Nouha Toure and Felipe Payán	Fall 2009	Spring 2010
2	New software to attract and retain students	Write grants and or pursue funding.	Felipe Payán	Fall 2009	Spring 2010
3	Update the CAOT program	Revise course outlines for CAOT	Felipe Payán	Spring 2009	Spring 2010
4	Hire additional adjunct faculty or a full-time 3-D instructor	Once additional CAOT courses are offered, more instructors need to be hired for CAOT.	Chairman Toure	Fall 2009	Spring 2010

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Citizenship and Noncredit ESL

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Develop CTE based noncredit courses in addition to higher level ESL and/or Basic Skills	Survey of student needs and interests	Marian Ruane	Fall 2008	Fall 2008
2	Increase course offerings including off sites especially Basic Computer Literacy	Investigate funding sources (grants and partnerships)	Marian Ruane	Fall 2008	Spring 2009
3	Dedicated classrooms and computer lab	Involvement in planning of renovation of current SS Center building.	Marian Ruane	Open	Open
4	Hire full-time noncredit instructor	Submit faculty position request	Marian Ruane	Fall 2009	Fall 2009
5	Transition at least 10% of noncredit students into at least one credit class.	Inform students of options. Identify specific courses (i.e., credit ESL, DC 20X or English) to meet specific needs.	Marian Ruane	Fall 2009	Spring 2010

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Computer Science Information technology

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Strengthening our computer science program	<ol style="list-style-type: none"> 1. Updating all CSIT courses 2. adding new courses and certificates 3. Developing online versions 	CSIT faculty	Continuous	Continuous
2	Maintain and improving CSIT service courses: 601, 630, 691	<ol style="list-style-type: none"> 1. Improving and updating contents 2. Maintaining good equipments and facilities 	CSIT faculty	Continuous	Continuous
3	Increasing CSIT facilities capacities	<ol style="list-style-type: none"> 1. Add third lab computer, namely getting back our original TEC 290 lab 2. Buying new equipments 	CSIT faculty, staff and department chair	Spring 09	Fall 09
4	Increasing department facilities capacities	Consolidating CSIT and COAT labs to use them efficiently	CSIT CAOT faculty, staff and department chair	When moved to new location	When moved to new location

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Developmental Communication

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	To hire additional fulltime and adjunct faculty.	Network with individuals and schools within and outside of LACCD	Kimberly McBride	January 2008	December 2008
2.	To finalize and implement master syllabi	Basic Skills Plan completed in 2008. Syllabi workshops and staff development	Kimberly McBride, Chair and faculty	March 2009	June 2009

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Education

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1.	Build the Education program by increasing class offerings and enrollments.	Recruit students on campus and within the surrounding community using flyers and posters. Meet with the various K-12 school districts to initiate off campus courses and programs within the district. Establish positive relationships with LASC counselors to encourage	Department Chair and Education instructors.	Fall 2009	On- going.
2.	Hire a full-time Education instructor or program director.	Submit proposal request to the faculty hiring committee.	Department Chair.	Fall 2011	On-going

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Electronics and Computer Technology

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	The program needs to expand because of the student demand for the four existing certificates and the expected demand for the four new certificates proposed during 2009-110	<ol style="list-style-type: none"> Obtain approvals for the six new courses linked to the four new certificates Set up a new dedicated lab of 1600 square feet and make it as up-to-date as possible 	N. Mantena	Fall'09	Summer'10
2	More female and Hispanic students are to be informed of the programs and motivated to take up courses of this program	<ol style="list-style-type: none"> Web postings specially targeting specific segments of population Proactive recruitment by the College and the department through an attractive flyer for all courses offered semester-by-semester and through selected feeder high schools 	N.Mantena Dept. Chair The concerned Dean	Spring'09	continuous
3	Add a 1600 square-foot lab space with all modern equipment, measurement modules and related lab furniture	<ol style="list-style-type: none"> Identify and physically specify the layout Specify all modules, test equipment and furnishings to outfit as a modern lab Suitably match courses and the lab modules for a week-by-week instruction 	N. Mantena and the New faculty member	Spring'10	Summer'10
4	One full-time instructor retired more than ten years ago; This position is to be filled-in at The earliest possible time	<p>Get a matrix of skills to be imparted through six new courses and the matching</p> <p>Qualifications so that the new faculty member is in a position to teach the new programs and the courses</p>	N. Mantena and the Chair of the Department	Fall'09	Summer'10

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: English

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Create an English Writing Center and develop reciprocal connections and exchanges with other colleges having a writing center.	Choosing textbooks Writing Master Syllabi Devising Lab Curricula Creating specific assignments Training instructors and tutors Ensuring student attendance and flow Making connections	Sharon Maselli Sioban Dillon Sabrena Turner Odom Darren Cifarelli Virginia Swarcz Julian Felix Nikea Billingslea	Fall 2009 (Phase I)	Fall 2011 (Phase II)
2	Develop and expand a notable annual program of events and opportunities to enrich and support creativity and literacy on campus	“Say the Word” Literary Event Annual Common Book Reading Poetry Collective (Club) – Students read, workshop, and perform original work Online newspaper, “The Truth” Online Literary Journal, “The Word” Other miscellaneous events	Darren Cifarelli Sharon Maselli Sabrena Turner Odom Eric Fetler Christian Lozada Julian Felix And faculty and student volunteers	Fall 2008	Fall 2011
3	Integrate culturally responsive classroom communities with existing traditions – including socio-economic and real world applications for writing and grammar in the classroom.	Choosing textbooks Writing master syllabi Maintaining a book list for classroom instruction Maintaining a discipline “Share File” of pertinent assignments Workshops offered by experts inside and outside the discipline Conference attendance English Writing Center activities designed for this objective	Sharon Maselli Sioban Dillon Sabrena Turner Odom Darren Cifarelli All adjunct faculty who can provide input and time (with and without ancillary funds)	Fall 2008	Fall 2011
4	Develop a more distinct and cohesive evening program that will attract more students with an enriched offering of classes and activities.	Research special situations and needs of evening students Design classroom activities and special literary events for evening students Advertise to attract evening students Advertise online classes to evening students and make these classes compatible with students’ situations	Sharon Maselli Sioban Dillon Sbrena Turner Odom Darren Cifarelli Adjunct faculty members	Fall 2009	Fall 2012

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: ESL

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Identify strategies to increase Enrollment, FTES and Average Class size through collaboration with the Academic Senate's ESL Viability Committee. These could include counseling of resident students and finding ways for the noncredit ESL and Citizenship programs to feed students into the credit ESL program.	ESL Viability study	Academic Senate	2/9/09	5/9/09
2	Improve Retention and Success Rates through having a more complete program and intersession classes.	ESL Viability study	Academic Senate	2/9/09	2/9/09

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Foreign Languages

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1.	Employ at least on more full-time instructor in Spanish.	Request form for new faculty member has been completed and turned in to the Academic Senate.	Department Chair	September, 2008	May, 2009
2.	Offer more classes to boost enrollment	<ol style="list-style-type: none"> 1. Get a list of interested students and offer Spanish 3 in the daytime. 2. Offer another Spanish 1 Class. 	Department Chair	Spring, 2009	Spring, 2010
3.	Employ more tutors to help students succeed in their classes	Serach for qualified tutors.	Learning Center with help from faculty	Spring, 2009	Spring, 2010
4.	Better counseling for students to help them finish the AA Degree	Advise students about the possibilities that are available to them	Counseling Department in conjunction with Foreign Language Department	Spring, 2009	Spring, 2010

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Geography

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Designate a geography classroom	Select a classroom	Glenn Yoshida	Jan 2009	Dec 2009
2	Purchase needed equipment and supplies for the geography program.	A locking cabinet, LCD ceiling mounted projector and screen, DVDs, maps, and globes are needed for the geography program.	Lynn Fielding	Jan 2009	Dec 2009
3	Expand the geography program	Course outlines for World Regional Geography, California Geography, and Physical Geography Laboratory need to be written. An earth science certificate needs to be developed so that students can combine course offerings in geography and geology to earn a certificate.	Lynn Fielding	Jan 2009	Dec 2010
4	Hire additional adjunct geography faculty or a full time geography instructor	Once additional geography classes are offered, more instructors need to be hired.	Glenn Yoshida	Sept 2009	Dec 2010

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Health and Physical Education

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Hire full-time Physical Education Instructor	Request position through Academic Senate	G. Yoshida	Spring 09	Fall 2009
2	Hire full-time classified PE Attendant (Women)	Request position through annual planning process.	G. Yoshida	Spring 09	Fall 2009
3	Offer Soccer, Martial Arts, and Yoga courses.	Schedule in galleys.	G. Yoshida	Fall 09	Spring 2010
4	Increase utilization of swimming pool (fee-based open swim/lap swim)	Consult with LACCD Physical Education Discipline Committee	G. Yoshida	Spring 2010 or sooner	Fall 2010
5	Explore/create new certificate programs (e.g., Athletic Trainer, Sports Management, CPR/First Aid, Lifeguard Training/WSI). Identify faculty for Personal Trainer Certificate.	Present to Curriculum Committee.	G. Yoshida	Spring 2011, or sooner	Fall 2011

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: History

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
	Increase male (African American and Hispanic) enrollment in history courses	Conduct outreach and recruitment to local area high schools and college's service area	Campus outreach and recruitment coordinator; History discipline faculty	Ongoing	Ongoing
	Offer masculine themes in history courses to retain male students	Team teaching of linked interdisciplinary courses: history, sociology, political science and economics, with emphasis on African American and Hispanic male experiences. Add courses like History of California, which includes examination of the contributions of Asians, Hispanics and African	History program faculty	Ongoing	Ongoing
	Offer incentives to keep interest in history courses high	Offer local, national and international field trips. Invite living historical figures (military veterans, labor activists, sports figures, business men/women) as guest speakers.	History program faculty	Ongoing	Ongoing
	Use modern technology to enhance learning and comprehension of historical data	Smart classrooms: DVD players, overhead projectors, screens, computers and modern maps	History program faculty; department chair	Fall 2009	Ongoing

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Journalism

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Reinstate Journalism Program as a Creative and Professional Writing Program	Develop / Revise Course Outlines; offer courses	Cifarelli / Maselli		
2	Refurbish LL316 into a Journalism / Photography / Mass Communications / Publication Center	Purchase equipment and supplies as listed above.			
3	Research Business Trends and Network with Professional Organizations, Universities, and Local Internships	Collect data from local university Journalism / Professional Writing Departments	Cifarelli / Benson		
4	Do Community outreach within and outside the district for Publication projects and advertising revenue		Cifarelli / Ortega		

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Law/Paralegal

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Increase FTEs Enrollment	<ol style="list-style-type: none"> 1. Outreach to the community with educational programs about the legal profession 2. Orientation to new students on the paralegal profession 3. Provide qualified counselors and advisors to assist students 4. Placement support to find a job. 5. Maintain accurate and substantially complete placement records 6. Outreach to other Ethnicities 	Inform students, organizations, businesses, other Ethnicity and other schools about the program	September, 2008	September 2009
2	Support and encourage professional growth	<p>Several different types of activities can be used to satisfy the instructional Improvement Activity obligation.</p> <ol style="list-style-type: none"> 1. College-wide/mandatory Opening Day or other events that the faculty are required to attend. 2. Conference attendance, taking courses, research, publication development, grant development, visiting conferring with, or observing other appropriate businesses, industries, other colleges or private agencies. 3. Individuals who are regular members of 2 college-wide, or district-wide, committees may receive credit for participation in a third committee. 4. Workshops weekly or on-going seminar series, and other professions development activities either within a department or among departments. 5. Attending Instructional Improvement Activity programs on other LACCD campuses or other districts discipline meetings, district-wide activities. 	Teaching a credit course to either students or faculty	September 2008	September 2009
3	Course Outline Consistency	<p>Regular meetings should be conducted with the Paralegal faculty to discuss and make sure that the faculty is consistent with the department's gold in educating paralegal. A program of education of Paralegals must demonstrate that its program is consistent with sound educational policies by establishing that it operates in accordance with the guidelines of ABA (American Bar Association).</p>	Provide Course outline	January 2009	January 1010

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Learning Skills

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Increase students performance in reading by two grade levels per semester	Intensified reading program including PLATO Educational System	Amobi Chukumerije	Fall 08	Summer 09
2	Increase students skills to write a 3 to 5-paragraph essay	Intensified writing assignments that integrate grammar and writing with extensive practice in writing essays in narration and description with introductions to the other modes of rhetorical devices	Sioban Dillon and Helen Factor	Fall 08	Summer 09
3	Increase students vocabulary by 200 to 300 words each semester for those enrolled in Vocabulary Development	Word study	All Learning Skills faculty	Fall 08	Summer 09

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Library Science

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Hire librarians to teach Library Science 101 and 102.	Submit Applications to the Hiring Committee Meet with Committee – Receive Ranking President and Senate Approve Ranking Send Notice of Applications Send Applications Set up Interview Committee Interviews Interview Committee Final Decision/ then Pres.	1. Chair Elect, Librarians, Hiring Committee, College Pres. Interview Committee,	Currently Hiring Freeze	Currently Hiring Freeze
2	The library needs to acquire one Interactive Classroom with 75 student computers and furniture to accommodate 75 students and an instructor controlled console.	Request to be placed on the agenda for the Facilities Committee; Participate in the college budgetary process and grant writing process to acquire funding for new technology such as computers, databases	Chair , Facilities Committee, Budget Committee, College Pres.	Spring 2009 request to be placed on agenda of Facilities Committee	Spring 2010

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Mathematics (General Education)

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1.	Increase the retention and success rate of math 115 students.	<p>a. Adopt existing math 110 course, INTRODUCTION TO ALGEBRAIC CONCEPTS from sister campus in LACCD. Course will be offered in the Fall 2009.</p> <p>b. Modernize Math 115 course and adopt existing math 113 & 114 courses from sister campus in LACCD. Courses may be offered Spring 2009, but will be offered by Summer 2009.</p>	<p>Guadalupe Ramos</p> <p>Dr. Saakian, Chair</p>	<p>Oct 2008</p> <p>Oct 2008</p>	<p>Feb 2009</p> <p>December 2008</p>
2.	Update proper placement of students into the appropriate math course.	Revalidate and adjust math assessment placement scores.	Guadalupe Ramos, Dr. Saakian, Chair Dr. Hector, Professor Demmena, Professor Tadele Dr. Walden, Dean	Spring 2009	December 2009
3.	Increase the retention and success rate of math 125 students.	Modernize Math 125 course and adopt existing math 127 & 128 courses from sister campus in LACCD. Courses may be offered Spring 2009, but will be offered by Summer 2009.	Dr. Saakian, Chair	Nov 2008	Spring 2009
4.	Standardize Testing for Math 115 & Math 125	Write departmental Final exam for math 115 and math 125.	Dr. Saakian, Chair Professor Tadele	Spring 2008 Math 115 Spring 2009 Math 125	Fall 2009
5.	To move closer to the 75%/25% full- time to part- time faculty ratio.	Hire 3-4 full-time faculty	Dr. Saakian, Chair. Dr. Walden, Dean	2009	2009
6.	Provide office space for adjunct faculty and office equipment.	Request computer, printer and room.	Dr. Saakian	Spring 09	Fall 2009

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Nursing and Allied Health

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Hire at least 4 new F/T faculty members and one full-time lab assistant.	In addition to the District advertisement, use an outside agency (head hunters) to assist with attracting more qualified candidates for hire.	Administration, Nursing department	October 2008	Until hire
1.2	The department will continue to meet the enrollment goal of 68 candidates every semester	Actively recruit and expose the program through placing brochures throughout the community. Update the nursing website. Have students and	Chair and faculty	September 2008	continuous
1.3	To ensure that program Activities are done and all reports and forms are done in a timely manner. This is needed To promote the department's relationship with the affiliating agencies.	Timely forward all reports to affiliating and regulatory agencies. Prepare class schedules and have them ready before students break off.	Nursing department-chair, clerical staff.	Dec. 2008	Continuous
1.4	Skill lab to be up and running by Fall 2009	Completion of constructions, and installation of equipments. Supplies and scenarios provided	Plant facility department and other construction workers as provided by the college. Nursing	Summer 2008	Until completed

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Performing Arts

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Provide all students an learning environment, in a production, in creative competitions and in the classroom, inclusive of staging, costuming, make up and construction. The student will know how to prepare and compose a critique of works both read and performed.	Productions, Competitions, visitations of other departments. Presentations.	Professor Cowart	On going activities are scheduled throughout the academic semester. Starting 10/10/ 08	05/23/09
2	Provide all students with an learning environment where they will implement the basics operation of technical equipment in technically related course work in the theater.	Production design, construction, equipment use and management.	Professor Cowart/Staff	Activities scheduled throughout the academic semester that offer technical education experiences. 10/03/08	06/01/09
	Provide additional courses in technical theater that will educate students in all areas of technical theater design; lighting, costume, make-up and staging.	New Courses in Lighting, Stagecraft, Make-up and costuming.	Professor Cowart	Upon completion of the new theater complex.	

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Personal Development

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Increase the number of PD courses taught at LASC.	To request the additional courses to be taught online, evening, and day.	Department Chair Mr. Morris	Fall 2008	Spring 2009
2	Increase the retention and success rate by 5% based on 2006-2007.	Assessment of SLO's for success rate. Provide a learning center style; involve various pedagogy to accommodate different learning styles.	Department Chair Mr. Morris And PD Instructors	Fall 2008	Spring 2009
3	Hire more PD faculty to satisfy the increasing number of PD courses being taught.	To recruit qualified candidates to teach PD courses.	Department Chair Mr. Morris	Fall 2008	Spring 2009

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Physical Science

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1.	Support activities that enhance learning such as field trips.	Continue conducting field trips. Continue requesting transportation funding as necessary.	Paul Doose	On going.	
2.	Increase the number of tutors in Physical Science from zero to some positive number.	Request tutors.	Paul Doose Glenn Yoshida	Feb. 2009	May 2009
3.	Write the Course Outlines for Environmental Science 1 and Oceanography 1. Then offer those courses in the program.	Write the Course Outlines for Environmental Science 1 and Oceanography 1. Offer Environmental Science 1 in the program. Offer Oceanography 1 in the program.	Paul Doose Paul Doose Glenn Yoshida Paul Doose Glenn Yoshida	Feb 2009 Feb 2010 Feb 2011	May 2010 On going On going

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Physics

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	To motivate more students to physics and to offer calculus-based physics, or, Physics 37, 38, and 39	Initiating off-campus facilities to enhance the number of enrollment	Deptt. Chair : Professor Glenn Yoshida	Fall '09	
2	Incorporate smart board and multimedia into physics classrooms	Secure smart classroom for physics lecture	Professor Glenn Yoshida	Spring '10	
3	Increase the number of tutors	Physics faculty will identify potential tutors	Physics faculty	Spring '09	
4	Appoint one or two FTEF or hire a fulltime physics instructor	Submit a request to the senate hiring prioritization committee.	Department Chair : Prof. Glenn Yoshida	Fall '09	

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Political Science

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Hire at least one Full Time Faculty Instructor	Hire full time faculty instructor to offer Political Science as a degree as stated in the catalog. There is a need for at least one full time faculty member to make Political Science an active passageway to an AA degree or viable community employment.	Department Chair	Fall 2009	Fall 2009
2	Support staff	Hire part time support staff to organize student records, hold tutoring or review sessions, advise on degree progress and course choice, advise on resource and reference material. Possibly graduate students or interns.	Teaching Staff	Fall 2009	Fall 2009
3	Apply / Obtain Grant	Apply for and obtain grants to assist in developing internships, hiring staff and purchasing teaching aids.	Teaching Staff	Fall 2009	Fall 2009
4	Develop Additional Courses	Review class offerings and degree requirements that address and reflect the changing demographics and student interest, in coordination with neighboring university degree/transfer requirements.	Dr. Howard	Spring 2009	Spring 2009
5	Multi-media staff on duty for evening classes	Support staff needed for overhead, audio, visual, smart board equipment in classrooms.	Development Staff	2009	2009

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Psychology

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1.	Increase retention in day Psychology by 15% from 2007-2008 data.	<ol style="list-style-type: none"> Identify students who need remedial assistance by census. Refer students to Learning Resource Center. Use BSS computer lab. 	<ol style="list-style-type: none"> Department Chair. Psychology instructors. 	1. Spring 2010	1. Fall 2010.
2.	Increase success rate in day Psychology classes by 15% from 2007-2008 data.	<ol style="list-style-type: none"> Identify student who need remedial help. Refer students for tutoring. Encourage students to use BSS computer lab. 	<ol style="list-style-type: none"> Department chair. Psychology instructors. 	1. Spring 2010.	1/. Fall 2010.
3.	Increase the number of students completing degrees, certificates and skill certificates by 15	<ol style="list-style-type: none"> Refer students to counseling to develop educational plans. Encourage students to use BSS computer lab. 	<ol style="list-style-type: none"> Department chair. Psychology instructors. 	1. Spring 2010	2. Fall 2010
4.	Increase the number of Psychology Full-time instructors by 1	<ol style="list-style-type: none"> Submit request to Faculty Hiring Committee. 	Department Chair	Fall 2009	Spring 2010

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: Sociology

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	Update course outlines integrating student learning objectives & Update 5 semester plan	Review course outlines and update for classes adding to schedule (SOC 11, SOC 23) Update 5 semester plan and meet with Sociology majors to help plan matriculation and transfers	K. Wright	09/08 02/09	
2	Connect with adjunct faculty & Strengthen faculty and student connections	Discipline meetings and social gatherings to meet and connect with adjunct faculty. Schedule social gatherings and informational meeting each semester to strengthen faculty/student interaction in discipline.	K. Wright	02/09	
3	Outreach to adult populations and male and Latino populations	Partner with local corporations and organizations who have an interest in offering employees opportunity to pursue degrees for work related purposes. Outreach to social service organizations to advertise the degree possibilities for employees. Target local high schools, churches, group homes, transitional housing facilities, EDD offices, probation centers and military recruitment centers.	K. Wright	02/09	
4	Program Resources	Hold Sociology classes in multimedia classrooms	K. Wright	02/09	

Los Angeles Southwest College

Mini-Program Review

2008-2009

Cluster/Program: SPEECH

Module Five: 2008-2009 Objectives

Rank and list all objectives which have been developed in this program review.

Rank	Objective	Planned Activities	Individual Responsible	Start Dates	End Dates
1	The Speech Program will increase graduation rates for Speech Majors by 10 % in three years.	<ol style="list-style-type: none"> Identify potential Speech communication majors in all speech classes. Partner speech majors with specific faculty mentor. 	Pat Lewis & Havon McLeod & Kevin Dotson	Spring 2009	Spring 2012
2	One full time instructor will increase the productivity of the department.	<ol style="list-style-type: none"> Lobby for a full-time instructor in the speech discipline. 	Pat Lewis	Spring 2009	Spring 2010