



STANDARD II

Student Learning Programs and Support Services

February 16, 2016

Standard II's main focus is assuring quality in both academic programs and learning and student support services. It is the core foundation for ELAC

Curriculum Development is a key component in assuring quality in course and program offerings. (p.148-149) The Course Outline of Record (COR) delineates standards in curriculum appropriate for higher education. CORs are posted on the district [Electronic Curriculum Development \(ECD\)](#) system. CORs need to be reviewed every two years for all career technical education courses (CTE) and six years for all other courses. Faculty and academic administrators, through policy and procedures have responsibility for curriculum development (p. 341-343).

- ELAC has 37 Associate of Arts and Associate of Science Degrees
 - 18 state-approved Associate Degrees for Transfer,
 - 68 state-approved Certificates of Achievement,
 - 11 noncredit Certificates of Completion,
 - 47 college-based Skills Certificates that are under 18 units (p. 59, p. 147-148).
- Curriculum Committee Meeting: 2nd and 4th Thursday and 3rd Tuesday of the Month @12:10 E7 410 contact [Steve Wardinski](#).
- [Curriculum Committee Guidelines and Processes](#) and the *Governance Policy Handbook* (p. 32-35) outlines the steps of curriculum development.

Continuous improvement of instruction is embedded into program review, faculty evaluations, and professional development among other areas (p. 152-3).

89% agreed or strongly agreed that faculty and others with responsibilities for instructional programs act continuously to evaluate currency, improve teaching and learning, and promote students success.

Learning support services at ELAC are composed of the Library, the Reading/Writing Center, the Learning Assistance Center and the Math Lab as well as over 20 departmental and specially funded program learning support labs. (Standard II.B p. 20). The standards call for these services to be "sufficient in quantity, Currency, depth and variety to support educational programs regardless of location or means of delivery" (p. 190).

Student support services at ELAC are composed of numerous programs including Admissions, Assessment/Matriculation, Associated Student Union (ASU), Athletics, Cal WOEEKS, Career and Job Services, Child Development Center, Counseling Department, Disabled Students Program and Services (DSPS), Distance Education, Equal Opportunities Program and Services (EOPS)/Cooperative Agencies Resource for Education (CARE). Financial Aid, First Year Experience (FYE)/Adelante, Student Health Center, International Students Program, MESA, Outreach/Offsite and Recruitment, Puente, Student Activities, and Veterans Resource Center (VRC) (Standard II.C p. 216).

The recently adopted **A + O + C** campaign encourages students to complete the assessment placement process, orientation and an abbreviated student educational plan through counseling. One focus of the **Quality Focus Essay** will be to create a welcoming campaign in part to increase awareness and student utilization of the numerous student services offered.

Learning Support Services

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| <p>Helen Miller Bailey Library</p> <p>(p. 190-194) Main Campus F3 Monday - Thursday 8:00 am - 9:00 pm Friday: 8:00 am - 5:00 pm South Gate Monday - Thursday: 8:00 .m - 6:00 pm</p> | <p>Erika Montenegro</p> <p>Circulation Desk 323-265-8758 323-357-6219 (SG) Research Help Desk 323-415-4134 323-357-6214 (SG)</p> |
| <p>Learning Assistance Center</p> <p>(p.194-197)E3 -280 Monday - Thursday 9:00 am - 8:00 pm Fridays 9:00 am - 1:00 pm & 3:00 - 5:00 pm Saturday 10:00 - 4:00 pm</p> | <p>Maria E. Yepes</p> <p>(323) 265-8762</p> |
| <p>Reading/Writing Center</p> <p>(p. 197-199)E3-220 Monday - Thursday 8:00 am - 8:00 pm Friday & Saturday 10:00 am - 4:00 pm</p> | <p>Gisela Herrera</p> <p>Main Line (323) 415-4147 South Gate (323) 357-6248</p> |
| <p>Mathematics Tutoring Center</p> <p>(p. 199-201)K5-104 Monday -Thursday 10:00 am. - 7:00 pm Friday & Saturday: 10:00 am to 4:00 pm</p> | <p>Gabriel Castro</p> <p>(323) 415-4191</p> |

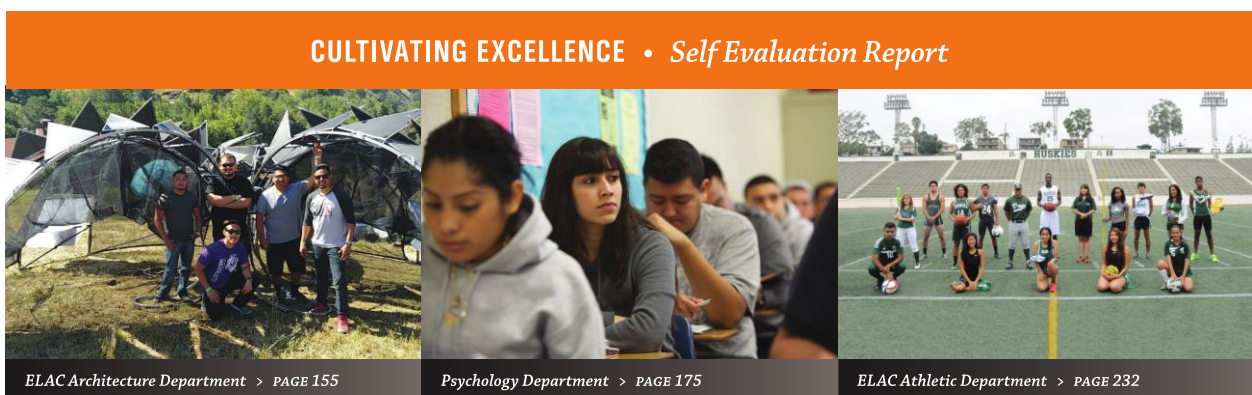
Student Support Programs

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|---|---|
| <p>Academic Counseling</p> <p>The Counseling Department is here to serve all current and prospective students MORE ></p> | <p>assessment labs. MORE ></p> |
| <p>CalWorks</p> <p>CalWORKs (California Work Opportunity and Responsibility to Kids), previously GAIN, MORE ></p> | <p>Off-site Education</p> <p>Our Purpose: The Office of Offsite Education and Outreach serves as a linkage of higher education activities to the community, MORE ></p> |
| <p>Career & Job Services</p> <p>We are here to assist with your career goals, either finding a job or choosing a major. MORE ></p> | <p>Student Services Office Hours</p> |
| <p>DSP&S</p> <p>DSP&S provides educational support for eligible ELAC students with disabilities in the achievement MORE ></p> | <p>Transcripts</p> <p>All current and previous Enrollment Fees and holds must be cleared prior to requesting enrollment verifications, official college transcripts and MORE ></p> |
| <p>ELAC High School Initiatives</p> | <p>Transfer Center</p> <p>Transfer Center provides a variety of services, resources, and programs designed to assist you every step of the way in your transfer process. MORE ></p> |
| <p>EOPS/CARE</p> <p>E.O.P.S. is a state funded student support program that helps students who have not done well in school in the past, MORE ></p> | <p>Veterans Office</p> <p>All veterans and dependents who plan to use the benefits need to do the following: MORE ></p> |
| <p>Frequently Asked Questions</p> | <p>Veterans Services</p> <p>The Veterans Center Department is dedicated to providing veterans and active military personnel with assistance to enroll in East Los Angeles College MORE ></p> |
| <p>Health & Safety</p> | <p>SAAVE Team</p> <p>The East Los Angeles College Sexual Assault Awareness Violence Education Team (SAAVE) is a group of faculty, staff, administrators, and community professionals MORE ></p> |
| <p>International Students</p> <p>East Los Angeles College International Student Program provides Associate Degrees in various majors and MORE ></p> | |
| <p>Assessment Center</p> <p>Students may participate in the Assessment Placement Process at either one of our two</p> | |

| 2014 Student Survey | ELAC | District |
|-----------------------------|-------|----------|
| Very Satisfied with Library | 57.4% | 55.2% |
| Satisfied | 29% | 28.5% |
| Not Satisfied | 4% | 4.3% |
| Not Applicable | 7.7% | 9.1% |

Students responded positively to the support of ELAC’s library services. (p. 208)

Students who received tutoring at the LC had a success rate of 74.7 %, 4.7% higher than ELAC’s goal of 70%.



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Psychology Department > PAGE 175

ELAC Athletic Department > PAGE 232