East Los Angeles College’s Approach to Program Review and Integrated Planning

In the Los Angeles Community College District, each college utilizes the District Planning Goals to guide in the development of its own planning agenda. East Los Angeles College produces four planning documents, which are formally revised regularly on a six-year schedule.

**Strategic Planning**

1. The **East Los Angeles College Strategic Plan** serves as the central planning document for the college and contains the **College Mission, College Vision, and College Strategic Directions and Values**. The Strategic Planning Committee (SPC) is responsible for the development, implementation, and evaluation of the Strategic Plan and reports to the ESGC. The Strategic Plan is used to guide the development of the other planning documents.

2. The **Educational Master Plan** details all academic and educational planning objectives, including student and administrative service objectives that relate to educational goals. The Educational Planning Subcommittee (EPSC) is responsible for the development, implementation, and evaluation of Educational Master Plan.

3. The **Facilities Master Plan** describes all planning objectives related to facilities and college infrastructure. The Facilities Planning Subcommittee (FPSC) is responsible for the development, implementation, and evaluation of the Facilities Master Plan.

4. The **Technology Master Plan** describes all objectives related to educational technology and technology infrastructure. The Technology Planning Subcommittee (TPSC) is responsible for the development, implementation, and evaluation of the Technology Master Plan. All objectives are aligned with the strategic directions and values of the Strategic Plan.

All college planning agenda are created through data-driven processes that include national, state, local, and campus-level data. The Office of Institutional Effectiveness provides comprehensive college data on student outcomes and college core indicators of success. Through the use of quantitative and qualitative data, and the direction of the District Strategic Plan, the college regularly reviews its planning objectives.

**Purpose of Program Review**

The purpose of Program Review is to provide a venue through which the college can evaluate its programs in relationship to the College Mission and its Strategic Goals and priorities. The program review process promotes a self-reflective evaluation of programs in a manner in which faculty can identify programmatic successes within their disciplines, identify areas in need of improvement and establish departmental goals for enhanced programmatic and student success.

**The values of program review:**

- Strengthening of programs through faculty led self-evaluation and goal setting;
- Fostering inter-departmental corporation and communication;
- Stimulating dialog on student success and programmatic improvements;
- Evaluating each programs unique contribution to the College’s Mission and Strategic Goals;
- Promotion of long-term planning focused on the use of data;
- Ensuring that curriculum and offerings meet student needs and promote student progression;
- Providing a venue to justify programmatic augmentation and to connect program needs to resource allocations.
- Enhance transparency about college programs to the broader community.

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Program Review and Integrated Planning

The Program Review process is used to substantiate the efforts made by departments to improve student learning and to identify the needs of ELAC students and the surrounding community. The Program Review and Viability Committee reviews and updates the college’s Program Review Plan every six years. This plan includes the schedule for conducting Comprehensive Program Review and Annual Update Plans. The Comprehensive Program Review Questionnaire and Annual Update forms are developed using the Strategic Plan and the Educational, Facilities and Technology Master plans. The Annual Update Plan is used as the central process for requesting any resources. Each unit responds to questions regarding its efforts to meet program review recommendations, their unit goals, and the college’s Strategic Plans. These responses are used to support unit requests for staff, faculty, equipment, facilities, and augmentations to annual budget allocations; they are prioritized based on the college’s planning priorities. This enables the program review process to determine the degree to which each unit is contributing to the college’s plans and is thereby an important component in the integration of planning and the college’s budgetary decisions.