

ANNUAL PROGRAM REVIEW SUMMARY for ESL (English as Second Language) 04-05 Full Review Due: 2010-2011

| MISSION: Does program meet the District's mission and established core competencies? Does program reflect the District's diversity? | Status | | | | | |
|---|--------|-------|-------|-------|-------|-------|
| | 05-06 | 06-07 | 07-08 | 08-09 | 09-10 | 10-11 |
| Current Recommendations | | | | | | |
| a) Work with the Basic Skills program to coordinate curriculum and ensure appropriate placement of ESL students. | | | | C | | |
| b) Develop international recruitment strategies to ensure diverse international population. | | | | I | | |
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| New Recommendations | | | | | | |
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| NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.? | Status | | | | | |
|--|--------|-------|-------|-------|-------|-------|
| | 05-06 | 06-07 | 07-08 | 08-09 | 09-10 | 10-11 |
| Current Recommendations | | | | | | |
| a) Create an instructional website. | | | | I | | |
| b) Develop a structured relationship with Lifelong Learning, CalWORKS, EOP&S, and DSP&S. | | | | I | | |
| c) Coordinate programs and services with the Learning Center, especially where adjunct faculty are involved. | | | | I | | |
| d) Allow full-time faculty to teach the summer term as part of regular load. The ESL Program has a large intake of international students in the summer | | | | N/A | | |
| e) Work with Basic Skills to develop a writing lab staffed by qualified instructors to assist students with writing. | | | | I | | |
| f) Work with the International Student Center to prepare for fluctuations in enrollment; interact with the International Student Center for confirmation of the generally increased international student enrollment in the summer and fall intensive program. | | | | C | | |
| g) Budget \$25,000 per year to support college-wide international student and ESL program promotion: advertising, international travel for education fair participation, media (brochure, web, video development, publication distribution | | | | I | | |
| h) Budget \$2,000 per year to support departmental academic business travel. | | | | P | | |
| i) Budget \$1,000 per year for textbooks, readers and supplemental materials for the Language Lab and Learning Center | | | | I | | |
| j) Clarify rights and restrictions for native speakers enrolling in ESL classes | | | | N/A | | |
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| New Recommendations | | | | | | |
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| QUALITY: Are lec/lab unit values appropriate? Have the course outlines been reviewed/updated regularly? Are disciplines appropriate? Is faculty development adequate? Does program support State and District emphasis on critical thinking, problem solving and written expression? Does program meet stated objectives in the form of SLOs? Are course pre-requisites and co-requisites validated? | Status | | | | | |
|---|--------|-------|-------|-------|-------|-------|
| | 05-06 | 06-07 | 07-08 | 08-09 | 09-10 | 10-11 |
| Current Recommendations | | | | | | |
| a) District should support quality of faculty by improving full-time/adjunct faculty ratio. (currently measures 57/43%). | | | | C | | |
| b) Additional courses should be added to improve student success/achievement in general education courses. | | | | I | | |
| c) Add a computer skills elective course. | | | | N/A | | |
| d) In cooperation with the HSI grant, faculty and ESL Coordinator will research and adopt new ESL placement instrument. | | | | C | | |
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| New Recommendations | | | | | | |
| Restore 20-level courses for students who test the lowest. | | | | | | |
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| FEASIBILITY: Are facilities, equipment, and library resources adequate? Are evening programs and services adequate? Are course offerings frequent enough for students to make adequate progress in both day and evening programs? Does the program have adequate communication with & support from Counseling? | Status | | | | | |
|--|--------|-------|-------|-------|-------|-------|
| | 05-06 | 06-07 | 07-08 | 08-09 | 09-10 | 10-11 |
| Current Recommendations | | | | | | |
| a) Facilities: Ensure faculty and administrative offices involved with the ESL program are located in the ED building to maintain close proximity to the International Student Center and Language Lab. Develop contiguous space in the ED building for the ESL program | | | | N/A | | |
| b) Facilities: Monitor that evening tutorial and Language Lab staff and services fulfill student needs | | | | | | |
| c) Facilities: Order new and updated software to be accessible for the new digital lab | | | | I | | |
| d) Facilities: Work with Language Lab. and Continuing Education to develop appropriate location for the creation of a "Writing Lab." | | | | I | | |
| e) Library Resources: Review and update regularly ESL reference collection as needed. The ESL List from the Library—that outlines the list of texts currently available for students' use—should be regularly distributed for faculty and student reference/use | | | | I | | |
| f) Library Resources-Reserve Materials: Because of the large number of CalWORKS and EOP&S students in the ESL program, copies of all ESL required textbooks should be placed on reserve in the Library and Language Lab. | | | | | | |
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| New Recommendations | | | | | | |
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| COMPLIANCE: Do course requisites meet Federal, State & District requirements? Do the course outlines meet state, district & federal regulations for content? Do vocational programs have regular advisory meetings? | Status | | | | | |
|---|--------|-------|-------|-------|-------|-------|
| | 05-06 | 06-07 | 07-08 | 08-09 | 09-10 | 10-11 |
| Current Recommendations | | | | | | |
| a) All ESL course outlines will be revised to include student learning outcomes by the end of fiscal year 2005/2006 (June 30, 2006). | | | | C | | |
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| New Recommendations | | | | | | |
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| PROGRAM SLOs | Cycle Stage | | | | | |
|--|-------------|-------|-------|-------|-------|-------|
| | 05-06 | 06-07 | 07-08 | 08-09 | 09-10 | 10-11 |
| 1. Communication | | | | | | |
| a) | | | | | | |
| b) | | | | | | |
| c) | | | | | | |
| 2. Computation | | | | | | |
| a) | | | | | | |
| b) | | | | | | |
| c) | | | | | | |
| 3. Creative, Critical, and Analytical Thinking | | | | | | |
| a) | | | | | | |
| b) | | | | | | |
| c) | | | | | | |
| 4. Community/Global Consciousness and Responsibility | | | | | | |
| a) | | | | | | |
| b) | | | | | | |
| c) | | | | | | |

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| PROGRAM SLOs | Cycle Stage | | | | | |
|--|-------------|-------|-------|-------|-------|-------|
| | 05-06 | 06-07 | 07-08 | 08-09 | 09-10 | 10-11 |
| 5. Technology/information competency | | | | | | |
| a) | | | | | | |
| b) | | | | | | |
| c) | | | | | | |
| 6. Discipline/Subject area specific content material | | | | | | |
| a) | | | | | | |
| b) | | | | | | |
| c) | | | | | | |