Section A. Mission

Module A.1: Department Mission

1. Describe the mission of the Department.

To establish a culture of lifelong learning and provide academic enrichment opportunities and support services necessary to help students who attend under-performing middle schools located in high-poverty areas boost their core English and Math subject scores annually assessed through California Standard Tests (CST).

2. Describe the purpose of the Department.

Designed to prepare students for future community college or university coursework, the program is a vital component of the Success in Technical & Professional Pathways Program (ST&P3) initiative drafted by Los Angeles Trade Technical College in collaboration with partner K-12 schools and universities. The ST&P3 initiative combines the dual aims of branding the college as a preeminent learning institution for skilled workforce not only in the Los Angeles area - but also regionally and nationally - and aligning educational programs to the specific needs of the community. The 21st Century Program, Access to Careers and College Exploration for Student Success (ACCESS) Project, Early College Program, CAHSEE to College Program, and the recently launched LATTC/Santee Triple Crown Initiative, among others, are the elements of this initiative that fall under the Grade School to Grad School strategy to provide relevant pathways to education for all members of the community.

3. Describe the alignment of the Department mission statement with the College’s mission statement.

The 21st Century Program provides free access to educational opportunities at the middle school level. These educational opportunities encourage interaction, creativity, and a diversity of ideas at a critical age that reinforce the principles of applied learning which is the hallmark of LATTC’s institutional mission and commitment to make possible the matriculation and academic success of students.

Section B. Comprehensive Program Review Modules

Module B.1: Staffing

1. How adequate is the staffing for your department/program/unit?

Needs to improve
2. If staffing is inadequate please provide additional information.

The 21st Century Program currently needs a full-time Specially-Funded Program Assistant who will be in charge of the upkeep and maintenance of program records. The current part-time staff in charge, although very competent, does not have the sufficient focus required to administer critical program records necessary for state audit purposes.

Section C. Annual Program Review Analysis Modules

Module C.1: Recommendations from Validations

http://college.lattc.edu/prc/files/2011/03/Department_Valid_IAA.pdf

1. Copy PR 10-11 Commendations from the provided discipline's Validation report

Provide early college opportunities to local middle school students. Address issues of literacy, life-long learning and improve awareness of long-term benefits of education.

A feeder program to the college, part of student success

2. Copy PR 10-11 Recommendations from the provided discipline's Validation report

Renew web-page, recruitment flyers and brochures.

3. How did you address or plan to address the PR 10-11 recommendations?

New plans are being drawn up to update all program collaterals (web page, recruitment flyers, and brochures) for the upcoming year.

Module C.2: Student & Program Learning Outcomes (SLO & PLO)

1. Have you assessed at least one SLO?

2. Have you assessed at least one SAO?

3. Do you have your SLOs and SAOs aligned with LATTC core competencies (Form 2)?

4. On the scale of 1 to 10 rate the importance of each item below based on the frequency of assessment

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<thead>
<tr>
<th>Student Information Competency</th>
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<td>Service Delivery Modes</td>
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<td>Other</td>
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5. Prioritize the changes that you plan to implement from 9 to 1: 9 being the highest priority and 1 being the lowest priority.

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Module C.3: Reflection

1. Describe the improvements in the Department practice that you have implemented during the 2010-2011 academic year as a result of Program Review.

   a. The 21st Century Program has embarked on more aggressive marketing of the program in middle school outreach activities within the LATTC service area and beyond; not only with its existing partner schools such as Berendo Middle School, Foshay Learning Center, and Mid-City Magnet Middle School, but to other nearby schools such as Adams Middle School, Johnny Cochran Middle School, L.A. Academy Middle School, and USC 32nd Street Magnet School, among others.

   b. The 21st Century Program produced a marketing video through the LATTC Public Relations Office featuring the Rosa, Gabriella, and Meria Lopez along with their mother (Rosa, who joined the program in its first year in 2005 as a middle school student), joined UC Riverside in September 2011) to highlight how education could be a positively inspiring family affair and how the program fosters lifelong learning among its constituency.

   c. Intake procedures were streamlined to insure that less registration/enrollment issues are encountered.

   d. Attendance checking procedures were updated in line with state program requirements.

   e. More student mentors/ambassadors were hired to supervise the activities of 240 middle school students.

2. What are the positive external factors that influenced the Department? (Examples: legislative or regulatory changes, disciplinary, changes in technology, budgeting, accreditation recommendations, facilities issues, advisory committee suggestions/recommendations, etc.).

   The renewal of 21st Century Program funding this year will enable the program to sustain it after school enrichment offerings to the community for another 3 years and further increase its stake as a viable feeder program for Los Angeles Trade Tech College whose reputation goes far beyond its traditional service radius in the Los Angeles Downtown area.
3. What are the **negative external** factors that influenced the Department? (Examples: legislative or regulatory changes, disciplinary, changes in technology, budgeting, accreditation recommendations, facilities issues, advisory committee suggestions/recommendations, etc.).

Alongside the college, which experienced a considerable registration influx due to the continuing economic downturn, the 21st Century also experienced an upsurge in enrollment of students with parents who also go to the college. The persistent issue encountered by the program is the absence of a more suitable holding area not exposed to the elements where the students may safely and comfortably gather before their classes start, during break, and after classes to be picked up by their parents and guardians. During the Summer 2011 sessions, the program made use of the tents situated behind the new Administration and Technology Buildings.

4. Referring to your Data Pack and SLO/PLO assessment data, what are the **positive internal** factors that have influenced the Department? (Please use such information as: SLO/PLO assessment results, curriculum, staffing, FTES and FTEF trends, awards, retention & success rates, etc.).

a. The program has admitted 250 students in Summer 2011.

b. Based on College Level Indicators from the ARC 2011, the course completion rates for Basic Skills course increased from 44.7% by .7% to 45.4%. 21st Century Students comprised the sizeable majority of basic skills students during summer course offerings.

c. The program's viability was reaffirmed by the Validation committee.

5. Referring to your Data Pack and SLO/PLO assessment data, what are the **negative internal** factors that influenced the Department? (Please use such information as: SLO/PLO assessment results, curriculum, staffing, FTES and FTEF trends, awards, retention & success rates, etc.).

Funding shortfall during the start of the year threatened to cancel class offerings for the summer.

6. Based on your answers to questions 1 through 5 in the Reflection section above, what plans for improvement do you need to implement?

a. Certain Basic Skills classes, such as those that involve Information Technology or computers, can only safely and reasonably accommodate a set number students (i.e., Rm. K307 has a capacity of approximately 35 students). Either more classes are opened throughout the day or larger classrooms be tasked to resolve the issue.

b. Open-enrollment classes, especially Basic Skills classes, have adult students who sometimes have learning and/or psychological challenges. The program will develop policy to address the latter issues and provide opportunities for training for staff members to handle situations in a professional manner wherever they arise.

7. Will these planned changes necessitate a resource request? If yes, give a brief explanation.

Yes. The 21st Century needs a base of operations that can accommodate its offices, staff, and students in an environment more conducive to learning and safe for the middle school students to be dropped off and wait to be picked up by their parents.
8. Please provide additional comments and suggestions for this document.

| Reduce the pages further and summarize the questions that seem redundant. |