



Annual Program Review 2012-2013 - INSTRUCTIONAL REPORT

SPEECH

Authorization

After the document is complete, it must be reviewed and submitted to the Program Review Committee by the Division Chair.

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1.0. Trend Analysis

For each program within the division, use the data provided to indicate trends (e.g., steady, increasing, decreasing, etc.) for each of the following measures.

Program	Academic Year	FTES Trend	FTEF Trend	WSCH / FTEF Trend	Full-Time % Trend	Fill Rate Trend	Success Rate Trend	Awards Trend
Speech	2008-2009	235	15	511	55.0%	99.8%	77.7%	10
	2009-2010	248	15	534	48.7%	99.5%	77.9%	5
	2010-2011	225	15	465	49.3%	96.2%	74.8%	6
	2011-2012	258	17	485	62.2%	96.9%	78.4%	3
	% Change	+9.7%	+15.4%	-4.9%	+7.2%	-2.9%	+0.7%	-70.0%
	Four-Year Trend	stable	increasing	stable	stable	stable	stable	decreasing

1.1 Describe how these trends have affected student achievement and student learning:

Overall, the four-year trend for the speech program remains stable. Lack of sufficient full-time faculty has kept FTES, WSCH/FTEF, Full-Time %, Fill Rate, and Success Rate trends stable. The addition of one full-time faculty member in 2011-2012 helped to increase FTEF by 15.4%. Had the Speech Communication Program been properly staffed with full-time faculty and sufficiently funded, these indicators would be more favorable.

1.2 Please explain any other relevant quantitative/qualitative information that affects the evaluation of your program?

With the AA transfer degree, we expect student achievement and success rates to increase.

2.0. Student Learning and Curriculum

Course Level

Year	SLOAC Course Count		% of Courses Assessed
2010-2011	9	100.0%	88.9%
2011-2012	10	100.0%	90.0%
% Change		+0.0%	+1.1%
Four-Year Trend		stable	stable

Provide the following information on each department and program within the division.

List each program within the division	Active Courses with Identified SLOs		Active Courses Assessed		Course Sections Assessed	
Speech Communication	N / N	%	N / N	%	N / N	%
		100	In Progress		Speech 100 - # Speech 101 - # Speech 103 - # Speech 104 - # Speech 105 - # Speech 106 - # Speech 108 - # Speech 191 - # Speech 193 - #	

2.1 Please comment on the percentages above.

While there is always room for improvement, we remain confident in our program assessment procedures and the ongoing progress of the speech communication program.

2.2 Using the results from your division/departments recent assessment reports, please summarize any pedagogical or curricular changes that have been made as a result of your course assessments.

In progress.

2.3 Please list all courses which have been reviewed in the last academic year.

Note: Curriculum Review is required by the Chancellors Office every 6 years.

Speech 100 - 3.00 – Interpersonal Communication

Speech 101 - 3.00 – Public Speaking

Speech 103 - 3.00 - Group Discussion

Speech 104 - 3.00 – Argumentation and Debate

Speech 105 – 3.00 – Voice and Diction

Speech 106 - 3.00 – Oral Interpretation of Literature

Speech 108 – 3.00 – Intercultural Communication

Speech 191 – 2.00 or 3.00 – Forensics – Individual Events

Speech 193 – 2.00 or 3.00 – Debate Team

Degree, Certificate, Program Level

List each degree and certificate, or other program* within the division	AA/AS Degree PLO Identified		AA/AS Degree Assessment Cycles Completed		Certificate PLO Identified		Certificate Assessment Cycles Completed	
	YES	NO	YES	NO	YES	NO	YES	NO
Speech/Communication AA	X		In Progress			N/A		N/A
Speech/Communication Program	X		In Progress			N/A		N/A

2.4 Please comment on the percentages above.

The SLOs/PLOs have been identified and an ongoing assessment program is underway. We will continue to actively monitor and assess the Speech Communication AA Degree Program, and the Speech Communication Program.

2.5 Using the results from your division/departments recent assessment reports, please summarize any changes that have been made as a result of your program level assessments. Your summary should include a summation of the results of all degrees, certificates, and other programs which were recently assessed.

In Progress.

2.6 Please list all degree/certificate programs within the division that were reviewed in the last academic year.

The Speech Communication AA Degree Program, and the Speech Communication Program.

2.7 What recent activities, dialogues, discussions, etc. have occurred to promote student learning or improved program/division processes in the last year?

Mark an "X" in front of all that apply.

X	Curricular development/revisions of courses
	Curricular development/revision of programs
X	Increased improved SLO/PLOs in a number of courses and programs
X	Other dialog focused on improvements in student learning
	Documented improvements in student learning
X	Increased/improved SLO/PLOs in a number of courses and programs
	New degree or certificate development

	Best Practices Workshops
	Conference Attendance geared towards maintaining or improving student success
X	Division Retreat in 2011-2012
	Division or department attendance at Staff Development activity geared towards maintaining or improving student learning
X	Division Meeting Minutes
	Reorganization

Please comment on the activities, dialogues, and discussions above

The Speech Communication Program is involved in an ongoing review of all course offerings – most notably Speech Communication 101, Forensics and the newly offered Intercultural Communication course.

3.0 Reflection and Action Plans

- 3.1** Based on your data and analysis presented above, as well as on issues or items that you were unable to discuss above, comment on the Strengths and Weaknesses of the Program

Strengths

List the current strengths of your program

1. A group of talented, diverse and dedicated faculty members.
2. A consistently high percentage of motivated and dedicated students.
3. Administrative support for the Speech Communication Program during fiscally difficult times.

3.2 Weaknesses

List the current weaknesses of your program

1. We still need at least two full-time faculty members. Moreover, we will need additional full-time instructors to replace retiring faculty.
2. We still have unfulfilled instructional equipment needs (i.e., audio-visual equipment, and SMART boards).
3. We still have unfulfilled instructional facility needs (i.e., speech communication lab with rehearsal rooms, and a speech and debate (Forensics) squad room).

- 3.3** Using the weaknesses, trends and assessment outcomes as a basis for your comments, please briefly describe any future plans and/or modifications for program/division improvements. Any plans for reorganization should also be included, along with a resource request if applicable.

Plans or Modifications	Anticipated Changes/ Improvements	Link to EMP, Plans, SLOs, PLOs, ILOs
Add at least two additional full-time faculty members.	Enhance student retention, improve student achievement, and promote transfer to a four-year institution.	Speech Communication Program PLO # 1, PLO # 2, PLO 3 #.
Fill instructional equipment needs and upgrade technology.	Enhance student retention, improve student achievement, and promote transfer to a four-year institution.	Speech Communication Program PLO # 1, PLO # 2, PLO 3 #.
Expand course offerings to meet the learning needs of students.	Enhance student retention, improve student achievement, and promote transfer to a four-year institution.	Speech Communication Program PLO # 1, PLO # 2, PLO 3 #.
Replace retiring faculty.	Enhance student retention, improve student achievement, and promote transfer to a four-year institution.	Speech Communication Program PLO # 1, PLO # 2, PLO 3 #.
Fill instructional facility needs (i.e., speech communication lab with rehearsal rooms, and a speech and debate (Forensics) squad room).	Enhance student retention, improve student achievement, and promote transfer to a four-year institution.	Speech Communication Program PLO # 1, PLO # 2, PLO 3 #.

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2012 PROGRAM REVIEW**Section 4
Resource Request****Language Arts*****Instructional
Technology*****I:SPCH-1****Mark Type of Request:**

X	Facilities/Maintenance		Computer Hardware for Student Use
X	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies	X	Other

4.1 Clearly describe the resource request.

1. We need instructional equipment and an upgrade in instructional technology (i.e., audio-visual equipment, and SMART boards).
 - a. We require facilities maintenance for AD 205, AD 209, and AU 205. We require upgrades in equipment for AD 205 and AD 209 – the IRecord equipment in both rooms is spotty at best. Moreover, in AD 209 the connections into the wall are pulling out and must be jiggled to work. Additionally, the cameras and microphones are of such a low quality that much of the time the students cannot see or hear themselves.
 - b. We need new portable recording equipment for instructors who are assigned into rooms that do not have built-in recording equipment. Since recording and analyzing student speeches is a key component of the Speech Communication Program PLO, we must have at least three (ideally four) portable digital cameras – with tripods – that can be reserved just for Speech Program use. All digital cameras and tripods would be checked out by our instructors to record student speeches.
2. We need an instructional lab and space (i.e., speech communication lab with rehearsal rooms, and a speech and debate (Forensics) squad room).

Amount requested: TBD

4.2 Funding

	Requires One Time Funding
X	Requires Ongoing Funding
X	Repeat Request
4	Year(s) Requested

4.3 Please check if any of the following special criteria apply to this request:

X	Health & Safety Issue
X	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

We have a serious OSHA violation in AD 209 in that the heavy, metal cabinet keeps breaking. It needs to be replaced. When it breaks apart, the slide-up door comes off of its hinges and the instructor must react quickly to avoid having the metal, slide-up door fall on him/her. A new nova station should be put into the room, with new equipment inside. This is true of AD 209; however, it is only a matter of time before it becomes true for AD 205. It is important to note that these were the first classrooms to be equipped with cameras for the Speech Program, and these camera set-ups are now ten years old. This is beyond their reasonable life span – considering the wear and tear they experience being used for seven to eight classes per day, five to six classes per week.

To successfully meet accreditation requirements along with the four-year transfer requirements for a Speech Communication AA Degree Program, we need to provide a speech communication program (instructional materials, lab and space) consistent with other institutions within the California Community College consortium.

4.4 Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address? Please use information from your report to support your request.

Speech Communication 101 classrooms are equipped with out-of-date and jury-rigged instructional tools that frequently do not work properly. Moreover, Speech Communication 190, 191, 192 and 193 face these same challenges along with a lack of space (i.e., lab and rehearsal rooms and squad room). This request addresses Speech Communication Program PLO # 1, PLO #2, and PLO #3.

4.5 What measurable outcome will result from filling this resource request?

According to a recent mixed-methods study concerning the use of up-to-date instructional resources at the college level, access to appropriate instructional resources combined with teaching effectiveness can positively impact student achievement (Leone, 2009). Given the findings of this research study, it is important to fulfill our requests so our Speech Communication Program will continue to: meet the educational needs of the students, meet the Speech Communication AA Degree Program transfer requirements, and meet the accreditation standards.

Leone, S. (2009). *The relationship between classroom climate variables and student achievement*. Bowling Green State University). *ProQuest Dissertations and Theses*, 235-n/a. Retrieved from <http://search.proquest.com/docview/304832012?accountid=14872>. (304832012).

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	
	NON COMPLIANT OR INCOMPLETE	X
	a) Request not adequately described or incomplete	X
	b) Request not linked to assessments or assessments not completed	
	c) Request not linked to EMP, plan or SLO,PLO or ILO	
	d) Report Incomplete	
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.