|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| jscc logo | | | **Goal Progress Report** | |
| **Program:** | **Liberal Arts-Jefferson** | **Report period:** | | **2018-2019** | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| **Goals** | **Request & Justification/Resources** | **Goal Progress** | **Strategies Implemented & Follow-up** |
| Goal 1: Maintain an informed and professional faculty to preserve the ability to offer courses to help students meet their educational and transfer goals. | OBJ 1: Provide support for professional development.  A. Provide professional development activities on campus through roundtable discussions, guest speaker presentations, and workshops for faculty to maintain knowledge of current trends and technology in their fields.  B. Encourage faculty to attend local, in-state, and out-of-state conferences.  C. Encourage faculty to submit proposals to present at local, in-state, and out-of-state conferences. | **A.** Various PD opportunities were provided by the college and the department. The college sponsored workshops on Gamifying the Classroom, Best Practices for Online Teaching, ADA Accommodations, Leadership for department chairs, and round table discussions on grading and technology in the classroom. Communications instructors and Liberal Arts instructors also participated in a faculty book club discussion of *What the Best College Teachers Do* by Ken Bain. The department also purchased a subscription to *The Chronicle of Higher Education*. Some faculty participated in online seminars, including “Redefine Office Hours” and “Student Engagement in the Online World.” Others attended museum exhibits and participated in scholarly reading.  B. Faculty members attended in-state conferences and workshops, including the ACCSHRMA Diversity Conference, and, the ACETA spring conference and the ACCS Professional Development Day. One faculty member was named to a 3-year term as Vice-Chair of the AGSC Area IV Committee, and several instructors in the department continue to participate in the ACCS’ ILA.  C. One instructor presented at the Mid-South Sociological Association Conference. | A. The department will continue to encourage peer training among faculty to develop technological skills to enhance instruction. We would like to incorporate more opportunities for professional development. We are also researching another book to include in the next iteration of the Faculty Book Club, and the chair will seek feedback through a survey of the types of professional development opportunities instructors seek. Our goal for the next academic year is to continue to provide development opportunities that instructors will find useful. The department will also continue subscribing to the *Chronicle* and will also request subscriptions to the *Journal of Educational Psychology* and the *American Sociological Association Journal*.  B. Faculty will continue to be encouraged to attend local, in-state, and out-of-state conferences, and funding will be requested for these experiences. The $500 allotted for each full-time faculty member for professional development was utilized by many instructors. Instructors will continue to be encouraged to plan meaningful professional development activities utilizing allotted IAP funds. Continued professional development is a priority of the College and Department, so this goal and its objectives will remain the same for 2019-2020.  C. Faculty will continue to be encouraged to submit proposals for presenting at conferences, as well as to lead in-house professional development meetings on campus. |
| OBJ. 2: Continue to review Student Learning Outcomes and assessments for each course. | SLOs and assessments are routinely reviewed. Instructors meet to discuss changes, best practices, and implementation of instructional strategies based on assessment results.  The department chair provided training in data submission of SLOs to the faculty. Faculty members met by subject area to compile the Assessment Summary Use of Results. | Instructors will continue to meet annually at the campus and college level to discuss the assessment results and determine how to best implement strategies and to review SLOs for each 3-year cycle. |
| OBJ. 3: Offer courses to meet students’ needs and interests, including offering more history courses (such as world history or Alabama history) music theory courses, psychology courses and other courses as needed. | No new courses were offered during the 2018-2019 academic year. | The department will continue to monitor students’ interests and course needs and will offer new courses whenever possible. The chair proposed to replace this goal with the following: *Create a Course Information Center or Exhibit to provide course information in an effort to increase enrollment in on campus courses.* |
| OBJ. 4. Continue to staff courses with qualified instructors. | The department was able to meet our staffing needs with a combination of full time and part time faculty. Evaluations of full and part time faculty are conducted annually to determine instructor effectiveness. No new full-time instructors were required. We continue to review applications for additional part-time instructors as needed. | Because there are some areas where part time faculty able to teach day classes are hard to find, we are sometimes limited at Jefferson in the number of courses we can offer. We continue to search for qualified instructors and will respectfully request permission to hire new full-time instructors as enrollment warrants. |
| Goal 2: Provide academic, developmental, and support services to assist students in achieving their academic goals, as well as fostering intellectual inquiry and creative growth. | OBJ. 1. Continue financial support for the Concert and Lecture Series. | The department offers financial support to the Concert and Lecture Series. | The department will continue to offer financial support to the Concert and Lecture Series. Some instructors offer bonus points to students who attend these events. |
| OBJ. 2. Support the college’s aim to improve students’ “soft skills” by participating in college seminars and discussing soft skills in class. | Instructors indicate that they cover soft skills in class, including paying attention to written instructions, encouraging punctuality, and fostering clear communication using standard English grammar, punctuation, and capitalization in email. Some instructors incorporate teamwork assignments to teach the skills of how to work and develop each other in groups. | As a department we continue to share ideas on how to encourage soft skills in our courses. So far, we have been unable to schedule workshops for students, but faculty continue to express interest (but have little time to commit) in pursuing this idea. *The chair submitted a proposal to the department to remove this as an official goal but to still encourage faculty to reinforce these skills in class.* |
| OBJ. 3. Support the choir through their attendance at conventions, festivals, workshops, and concerts. | The Choir and Choral Director attended the Alabama Collegiate Choral Festival. They also performed at numerous collegiate events, including the Black History program, Honors Convocation, and Graduation. | The department hopes to continue to support the choir’s attendance at the Festival, as well as their performances at collegiate events. The chair and the choral director are working to find ways to encourage more faculty and administration to attend their performances and concerts. |
| OBJ. 4. Support the Art and Animation Guild with assistance for projects and Art Shows. | The department supports the AAG’s art show through helping advertise and encouraging attendance. | The department will continue to offer support to the AAG and will also work with the ART instructor to explore the possibility of presenting a Showcase of student art and writing in conjunction with the English department at Jefferson. |
| Goal 3: Maintain classroom and office equipment, supplies, and software to enhance the quality of instruction and improve student learning. | OBJ. 1. Enhance student learning and the quality of instruction offered to students using up-to-date, appropriate equipment and technology. | The ART department continued the ACME Network animation partnership. The choral director purchased new music for the choir’s performances for the upcoming year. | The ART department will continue to monitor software to make sure our versions are up to date to provide the highest quality instruction to our students. The department will continue to monitor equipment and upgrade as necessary to maintain functionality and currency. The chair proposed a revision to this goal to focus on classroom-specific needs: *Enhance student learning and the quality of instruction offered to students through using up-to-date, appropriate equipment, furniture, and technology in the classrooms.* We are also seeking to begin replacement of student desks in the Liberal Arts Classrooms. We will start with requesting to furnish 2 classrooms. Instructors would also like to add room darkening blinds to classrooms to make the viewing of audio visuals easier for students. |
| OBJ. 2.    Replace office and classroom supplies, computers, other technology, and furniture/equipment as needed to ensure faculty continue to function as effective instructors. | Requisitions for purchase orders of office ensembles for three instructors have been submitted. As of this writing, however, they have not been delivered and installed. Other items purchased include desk chairs, and a sit-to-stand desk riser. | Some items listed in the 2018-2019 budget were not purchased and will be added to the 2019-2020 budget.  The chair proposed a revision to this objective to focus on faculty needs: *Replace faculty and staff computers, software, furniture, and other equipment as needed to ensure faculty continue to function as effective instructors.* |
| OBJ. 3. Enhance the quality of Art instruction offered to students through a safe, comfortable, and welcoming classroom environment conducive to learning. | Items purchased for this objective include task chairs for the studio, drafting stools, and drawing easels. | Items listed under column 3 that are not purchased during the 2018-2019 academic/fiscal year will be included in the 2019-2020 budget. |
| OBJ. 4. Encourage instructors to evaluate new technology and equipment by piloting projects in their courses. | The department continues to seek new technology and materials for LA courses. In History courses, the instructor switched from an online textbook to graphic texts of important works for Wester Civ. The Sociology instructor continues to utilize the OER text. | The department will continue to offer support to instructors wishing to pilot new technology and equipment or educational projects in their courses. One psychology instructor has expressed interest in creating a psychology lab, complete with experimental equipment, journals, props, etc. This project is in its infancy and will be explored over the upcoming year. |
| **Submission date: August 20, 2019** | | **Submitted by: Liberal Arts Department: Jefferson Campus** | |