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| jscc logo | **Goal Progress Report** |
| **Program:** | **Liberal Arts/Jefferson Campus** | **Report period:**  | **2016-2017** |

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| **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.**1. Provide support for professional development.
	1. 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.
	2. Encourage faculty to attend local, in-state, and out-of-state conferences.
	3. Encourage faculty to submit proposals to present at local, in-state, and out-of-state conferences.
2. Continue to review Student Learning Outcomes and assessments for each course.
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.
4. Continue to staff courses with qualified instructors.
 | Funding for this goal is generously provided through institutional funds as requested in the budget and strategic plan. Instructors also use IAP funds to support up to $500 of professional learning. Funding Request for 2015-2016: $58, 450.00 + IAP funds ($500 per FT faculty member)Funds spent in 2015-2016: 1. IAP funds at up to $500 per faculty member (maximum request up to $3500 for 2016-2017)
2. Subscription to *The Chronicle for Higher Education*
3. $2000 was requested to fund attendance at subject-area conventions.
4. A new FT instructor was not hired this year.
 | 1. There have been a few professional development activities offered on campus this year, including several speakers at the Shelby Campus, technology training and online course training.

We have also had several faculty members attend conferences, both in and out of state, including the ACCA conference held each November. A sociology instructor attended the Alabama Master Teachers Experience. The history instructor attended the NSSA Fall Conference.The Choir Director attended the ACDA conference. Two psychology instructors attended separate teaching psychology conferences. Finally, one of the psychology instructors led a two-day seminar for first responders on “Critical Incident Stress Management & Debriefing” and “Mental Health Conditions.”1. We have continued to review SLOs and assessments, as well as trying different methods of assessment. Several subject areas worked to review and revise standard assessments for the entire campus.
2. The Psychology Department added Social Psychology to its courses and taught the course via video conference.
3. As always, we have worked to continue staffing our courses with qualified instructors. As needs arise in Liberal Arts, we will work to hire new qualified instructors, both full and part time.
 | 1. The department shall continue to provide opportunities for subject-related professional development on campus each semester in addition to professional development provided through current IAP funds. The Liberal Arts Department will partner with the Communications Department at Jefferson to institute a Peer Teaching Across the Curriculum Challenge for the fall semester of 2017. CM instructors are pairing with a LA instructor to either co-teach a lesson in each class or work together to create an assignment utilizing material from both subject areas. Also, in the spring of 2018, the Division of CM/LA (Jefferson) is planning a book club meeting to read and discuss the book *What the Best College Teachers Do* by Ken Bain. Finally, we will continue to support faculty presenting at conferences as the budget allows. As a result of the college’s support for professional development, courses in the division will be more closely aligned with university courses and reflect current theory and practices, therefore allowing students to make a successful transition.
2. The department will continue to assess SLOs and review the data received. We will look to create a more effective assessment/method for use in all traditional classes in Psychology. More focus will be placed on “closing the loop” in all courses through departmental meetings, as well as having the faculty become more actively involved in the data compilation, results interpretation, and the implementation of strategies and assessments.
3. Human Sexuality will be offered during 2017-2018. SOC 210 and SOC 247 continue to see an increase in enrollment and will continue to be prioritized by the department.
4. We will continue to evaluate our FT:PT ratio to determine when hiring additional faculty for this campus is necessary. The likelihood of needing additional faculty grows each semester, especially as our need to offer more online courses and cover more dual enrollment courses with FT instructors increases.
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| **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.** 1. Continue financial support for the Concert and Lecture Series.
2. Support the college’s aim to improve students’ “soft skills” by participating in college seminars and discussing soft skills in class.
3. Support the choir through their attendance at conventions, festivals, workshops, and concerts.
4. Support the Art and Animation Guild with assistance for projects and Art Shows.
5. Consider chartering a chapter of Psi Beta, the National Honor Society in Psychology for Community and Junior Colleges.
6. Offer a welcoming environment for students in the department equipped with seating and study space as well as attractive informational bulletin boards and books to read.
 | A total of $2,650.00 was budgeted for this goal. 1. The department pledges $500 to support the concert part of the Concert an Lecture Series.
2. No funds were requested to support this objective as instructors addressed these issues in class.
3. $1000 was budgeted to support the Jefferson State Choirs’ attendance at conferences and events.
4. $1000 was requested to support activities by the Art and Animation Guild.
5. No funds were spent on charting a chapter of Psi Beta.
6. No funds were spent on creating a welcoming environment. Items have been repurposed for these areas.
 | 1. The division continued to offer financial support for the Concert and Lecture Series.
2. Most instructors addressed “soft skills” in class through discussion and practice by insisting students avoid “text speak” in communications and assignments, as well as by enforcing rules of standard grammar. Others focused on etiquette regarding cell phones in class or meetings, as well as on “dressing the part” for interviews and activities.
3. The choir performed at Graduation, Honors Convocation, Black History Month Program, PTK induction, and at the Alabama Collegiate Festival.
4. The AAG worked with the local area high schools and sponsored a high school art competition as part of the 2017 JSCC Student Art Exhibition.  The first-place winner of the high school competition was offered a full tuition scholarship to Jefferson State Community College**.** The AAG also joined other organizations in maintaining the Little Free Libraries on campus. AAGparticipated in community projects, including organizing a canned food drive. Also, the Jeff State animation program students mentored the animation program students at the Jefferson County Visual Arts Academy at Shades Valley High School. In addition, a Jeff State animation student won the ACME film competition and a scholarship to study MAYA.
5. No progress was made during this year regarding chartering a chapter of Psi Beta.
6. Slight progress was made with providing a more welcoming environment for students; however, much more work needs to be done in this area.
 | 1. As a department, we will continue to support the Concert and Lectures series financially as the budget allows.
2. Instructors will continue to include instruction and practice in “soft skills” in the classroom, as well as presenting students with their real world connections.
3. The department will continue to support the choir’s attendance at conventions, festivals, workshops, and concerts. The choir director composed a reservation form/guidelines for other organizations on campus who would like the choir to perform at their activities. This form enables the choir to have ample time to prepare material and make arrangements for the students.
4. The department will continue to support the AAG through service projects and group activities, including the Art Show and High School Art Competition.
5. The chartering of a Psi Beta chapter will be evaluated by faculty for determining whether it should remain as a goal, with the instructors determining the need, interest, and feasibility of establishing a chapter on campus.
6. Creating a more welcoming environment with study space, seating, and attractive information centers, will continue to be a department priority.
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| **Goal 3: Maintain classroom and office equipment, supplies, and software to enhance the quality of instruction and improve student learning.**1. Enhance the quality of instruction offered to students through the use of up-to-date, appropriate equipment and technology.
2. Enhance student learning through the integration of technology into the curriculum.
3. Replace office and classroom supplies, computers and other technologic equipment as needed to ensure faculty continue to function as effective instructors.
4. Encourage instructors to evaluate new technology and equipment by piloting projects in their courses.
 | The amount requested in the budget for this goal was $34,955.90. Funds spent on this goal are as follows: * ACME Networks fee -- $12,500/year
* $49.53 – Art Lab HDMI to MAC adapters
* $7801.8 – replace office computers for 5 instructors.
* $419.89 – printer cartridges for the Art Department
* $490.42 – printing costs
* $868.93 – office supplies and a locking storage cabinet for an instructor’s office
* $700 – piano tuning
* $700 – Scantron sheets
 | 1. The college continues to support the Art and Animation classes through our membership and networking with the ACME Network and Dreamworks Studios. Other material purchased in the department include office furniture. Lastly, the department maintained departmental memberships or subscriptions to professional organizations and publications, including *The Chronicle of Higher Education.*
2. Art and Animation classes have bi-weekly sessions with professional animators via Google Hangout where students can receive feedback on their work from professional animators. The Sociology instructor continues to implement the use of TED-Talks for assignment to encourage critical thinking. Many instructors offer electronic versions of notes, class materials, and assignment submission through our LMS. Most instructors also use classroom projectors to enhance lectures through videos and PowerPoints, Prezis, or other multimedia methods of presenting information.
3. The college supports the department through the justifiable purchases of supplies, equipment, and learning materials to allow instructors to function effectively, including updating classroom projectors.
 | 1. The department will continue to monitor the need for technology and equipment upgrades, and will do so as the budget allows. Specific needs will be addressed in the 2017-2019 Strategic Plan, including updating necessary software.
2. Technology integration into the classroom will continue to be a focus. Instructors will be encouraged to use technology for effective teaching and learning, not just for the sake of using technology. Instructors who teach Internet and hybrid courses will continue to revamp their courses, including utilization of a standardized Course Introduction to provide continuity across the college. Instructors are also encouraged to use existing technology and research other ways to incorporate technology into the classrooms. These will be purchased as needed as the budget allows.
3. Specific requests will be included in the 2017-2019 Strategic Plan. Office and classroom supplies, computers, equipment, and instructional materials will also be included. Instructors will be encouraged to pilot new methods with technology innovations to enhance learning and classroom engagement. Technical support for some of these projects will most certainly be needed. As equipment fails or needs upgrading, it shall be reported in an effort to keep all necessary equipment functional. Requisitions will be processed for equipment requested through the technology plan and strategic plan upon approval on an as-needed basis. A need based on evaluation by IT Support Staff is to continue to replace instructor computers, particularly the laptop computers for instructors who teach Internet courses. According to IT, laptops older than four years old are in need of replacement. There is still one instructor and the office manager who will need computers upgraded during this fiscal year. The requests for the upgrades will be included in the 2017-2019 goals. Finally, instructors would very much like to upgrade their office phones. Static, poor audio, and inability to effectively listen to voicemail are reasons cited for needing new phones.
4. To enhance classroom and online instruction, LCD projectors in the classroom will continue to be monitored for maintenance/repair needs. Additionally, webcams, an ELMO document camera, and laser pointer/projection remotes will be requested as instructor interests dictate.
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| **Submission date: September 15, 2017** | **Submitted by: Liberal Arts (Jefferson Campus)** |