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| jscc logo | **Goal Progress Report** |
| **Program:** | **Liberal Arts (Jefferson Campus)** | **Report period:** | **2019-2020** |

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| **What has your unit accomplished from the goals you proposed in the first year of your most recent Strategic Plan?**  |
| **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.** 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.
 | Various PD opportunities were provided by the college and the department. Faculty members also attended various workshops provided by the college, including ADA compliance, Pioneer Con, Black History Program, Constitution Day, etc. Other professional development included *The Chronicle of Higher Education*. Two members of the department completed the Instructional Leadership Academy. One psychology instructor presented a Stress Debriefing for on and off campus police, as well as on Mental Health Disorders & Treatment at the Shelby Campus. The same instructor also attended the National Institute of Teaching Psychology conference (NITOP).  | 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. One faculty member will participate in ILA class of 2020-2021. 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 2020-2021. Faculty are also encouraged to submit proposals for presenting at conferences, as well as to lead in-house professional development meetings on campus. |
| OBJ. 2: 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 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 other collegiate events, including the Black History program. | The department hopes to continue to support the choir’s attendance at the Festival, as well as their performances at collegiate events.  |
| OBJ. 3: 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.   |
| OBJ. 4: 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.  | The department chair was asked by the Leadership Academy to propose a Student Common Area in BDH. We were given a $3,000.00 budget. The chair combined this amount with the amount already budgeted for improvements and submitted the proposal to the committee. We continue to await approval and direction.  | We still hope that the proposals go through and that we can use the combined budget as proposed. We will also assess remaining needs for these areas and submit requests with the new budget. One new request will be a microwave stand for the microwave oven requested through the Communications budget.  |
| OBJ. 5: 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.   | 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. 6: Create a Course Information Exhibit to provide specific course information (beyond the catalog) to increase enrollment in on-campus courses. | This objective was put on hold due to the requests from the Leadership Academy for the student common area.  | This objective will be continued for the 2020-2021 academic year.  |
| **Goal 3: Maintain classroom and office equipment and supplies to enhance the quality of instruction and improve student learning.** | OBJ. 1: 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 purchased new student desks and chairs for BDH 216.  | We will plan to purchase student desks and chairs for BDH 208 and seek the possibility of purchasing an instructor table with lectern for both 216 and 208. The classroom computer in BDH 200 is in need of replacement. We will also request emergency replacement for any additional equipment failures as needed. We will also seek to replace two classroom computers (BDH 200; CAR 306) and two projectors (CAR 305,306) |
| OBJ. 2: Replace faculty and staff computers, software, furniture, and other equipment as needed to ensure faculty continue to function as effective instructors.  | Three instructor offices were outfitted with new office ensembles.  | Bookcases for faculty were removed to stay within the budget for faculty offices. These bookcases will be included in the next budget for 2020-2021.  |
| OBJ. 3: Enhance the quality of Art instruction offered to students through a safe, comfortable, and welcoming classroom environment conducive to learning. | As updating the Art Department has been a priority, we are ordering 16 computers for the Art Animation lab, updated Adobe software, and replacing two chalkboards with white boards.  | The Adobe Studio software needs to be updated. We need to replace the projectors in the art computer lab and in the Art lecture classroom. We also need to replace the computer in the ART 100 classroom.  |
| OBJ. 4: Encourage instructors to evaluate new technology and equipment by piloting projects in their courses.  | Instructors involved in ILA implemented new ideas in their courses. The department continues to seek new technology and materials for LA courses. | The department will continue to offer support to instructors wishing to pilot new technology and equipment or educational projects in their courses. |
| **Submission date: April 30, 2020** | **Submitted by: Liberal Arts Department (Jefferson Campus)** |