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| jscc logo | **Goal Progress Report** |
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**Program: Communications—Shelby Report Period: 2015-2016**

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| **Goals** | **Request & Justification/Resources** | **Goal Progress** | **Strategies Implemented & Follow-up** |
| Goal One: Maintain an informed and professional faculty to preserve the ability to offer courses that help students meet their educational and transfer goals. | Our transfer/general studies program makes up a large percentage of the student population at JSCC. The department sees most students enrolled in university parallel and career programs as well as many seeking certificates. Continued monitoring of program offerings and requirements is therefore essential. Communications Division committees will review and revise competencies to meet current standards and practices in each discipline. The Department will plan professional development opportunities, and faculty will continue to utilize IAP funds for individual professional development needs/interests. Professional development will be provided on campus for faculty in current theory and instructional issues, and the department will maintain memberships in professional organizations.Courses will continue to be staffed with qualified instructors.  | The department offers developmental English and reading courses, composition, literature, mass communications, speech, and theater courses. The department continues to offer mass communications courses required for many Communication Studies majors, as well as Public Relations and Journalism transfer students. Committees made up of Communications and English faculty members from the various JSCC campuses worked together to review and revise course competencies for courses in the department, and the revised competencies were posted on the college’s website under Programs, Course Outlines. As a department, we met to “close the loop” on SLOs by discussing our assessment results as well as strategies for implementing suggested changes in methodology and revision of the outcomes to reflect our change in focus. The textbook and approach for teaching English Composition I were updated, and an all-day workshop was held on campus during summer 2016 to prepare fulltime, part-time, and dual enrollment instructors for using the new approach. Speech instructors met to discuss application of the rubric to a speech in order to ensure consistency in assessing SLOs. Instructors also met to share ideas and assignments for teaching speech classes. The SPH 106 textbook was changed, and new technology was adopted for teaching this course to improve the student experience. Based on FT/PT ratios, the department will monitor closely the need to request additional English fulltime faculty. The department chairs and faculty coordinated a variety of professional development opportunities for all JSCC Communications instructors, including technology demos, guest presenters, and roundtable discussions. Faculty members also attended conferences and workshops using IAP funds. Several instructors attended the ACCA Convention and the Birmingham Institute for Teaching Writing at UAB. Some instructors attended workshops for an integrated reading and writing course, and there are plans to pilot the course in spring 2017. | The Communications Division committees have been effective and will continue to monitor effectiveness and assess needs. SLOs have been revised and submitted for approval. The department outcomes were also revised and submitted for approval. Student Learning Outcomes are assessed to ensure that the courses offered are appropriately meeting the specified objectives. Assessments have been improved to better measure outcomes as well. Course competencies will be reviewed annually.The focus this year will be evaluating and improving the curriculum and materials for developmental English and reading courses. The department chairs will work with the dean of developmental education to facilitate professional development in this area.Faculty will continue to develop individual IAPs each year, and department chairs will continue to work with faculty to provide professional development opportunities and maintain membership in professional organizations.Several new part-time instructors were hired to fill vacant slots and staff additional sections. The department chairs and associate dean will continue to monitor enrollment, FT/PT ratios, and the need for additional faculty in English. If data supports it, a new fulltime English position will be requested. |
| Goal Two: Provide student academic, developmental, and support services that assist students in achieving their academic goals, as well as fostering intellectual inquiry and creative growth. | Continue to provide free access to Smarthinking online tutoring to offer 24/7 access to tutoring services for students enrolled in English courses at multiple locations and online who might work fulltime, attend high school, or have other restrictions that prohibit them from attending tutoring sessions on campus regularly. We also think it’s necessary to establish a writing lab staffed with highly qualified L19 tutors and/or part-time instructors where students may receive live one-on-one help with written compositions in a variety of subjects when possible.Continue sponsoring Red Mountain Reading Series to bring authors on campus through supplemental grants and stipends. Continue publishing Wingspan in-house to celebrate original works by students, staff, and community. Continue support of The Writers’ Roundtable, English for Life (E4L), and The Little Free Library. Continue to support student organizations such as Jefferson State’s speech team as well as Sigma Kappa Delta English Honor Society and Sigma Chi Eta Communication Honor Society. Continue providing support for JSCC’s Concert and Lecture Series. These programs enhance the overall quality of the department and offer students and community members opportunities for enrichment.  | The college continues to subscribe to the essential tutoring services provided through Smarthinking for students enrolled in math and English courses. The writing center was added to the unit goals for the 2014-2015 academic year; however, we are still in the development and planning phase of a comprehensive proposal. We are currently gathering information, conducting surveys, and researching popular practices as well as theory. The college has continued its support of the department’s programs and student organizations through class releases for faculty sponsors, funding as appropriate, advertising, and allocation of other resources (space, housekeeping, security). The student organizations participate in community service projects that encourage reading and writing for all. These projects get our Jefferson State name out there, contribute to our good reputation, and also create a positive image of service for the college. The Red Mountain Reading Series partners with several campus groups not only to stretch the funding, but also to strengthen JSCC’s presence in the community and hold a variety of readings, workshops, and other events on campus. These sorts of events speak to the College’s mission to retain students by creating for them a sense of belonging to an active, vital learning community. Honor societies like SKD and SXH support not only their own membership but also the student body as a whole. They aid in the College’s mission to retain students by creating a sense of identity as and pride in being a Jefferson State student.SKD also maintains the Little Free Library in GSB. The Jefferson State Speech Team competed in a variety of intercollegiate tournaments and brought home numerous awards.  The Speech team also performed at a variety of college events on campus as well as at the Alabama Community College Association Convention. The Writers’ Roundtable scheduled meetings, and the department offered free E4L seminars in resume writing and also in punctuation. Soft skills are being taught in speech and English classes as well. The theater program began a reboot of its efforts, performing Neil Simon's "Plaza Suite" at the Shelby-Hoover Campus and the Chilton-Clanton Campus.  | The department requests continued renewal of Smarthinking services to provide access to tutoring services to all students regardless of their work and family schedules or other circumstances.The department will continue the development of a comprehensive writing center proposal/plan as data from the surveys is evaluated.Department chairs will work with the dean of developmental education to coordinate efforts for improving the developmental program and courses. The student organizations plan to continue to work together to bring the greatest opportunities to students and community. Sigma Kappa Delta English Honor Society members assist with publicity, hosting, and editing of *Wingspan*. Faculty advisors offer valuable opportunities for hands-on experiences for these students. These partnerships will continue. The Speech Team continues to be recognized as a very successful competitive student organization and has many events planned for 2016-2017. The Communication Honor Society will begin hosting an annual speech competition for students enrolled in speech courses during the academic year. The department will continue offering resources and opportunities such as English for Life seminars and the Writers’ Roundtable. SKD will continue to support The Little Free Library.Currently, a class release is granted for the primary SKD sponsor at the Jefferson Campus for work load associated with sponsoring the SKD student organization, and one is being requested for the Sigma Chi Eta sponsor. The theater program will assess needs and submit budget requests in order to offer annual performances going forward. |
| Goal Three: Maintain classroom and office equipment to enhance the quality of instruction and improve student learning. | To enhance the quality of instruction offered to students, new equipment and technologies will be acquired and updated or upgraded as needed. It is our hope that student learning will be enhanced through the integration of technology into the curriculum.  | The out of service Scantron machine was replaced. A service contract was also added to existing printers. After checking with IT Support Staff, it was determined that most of the computers in the classrooms in the General Studies Building were approximately 8-9 years old or older, so replacement computers are being requested through the technology goals plan for 2016-2020 to maintain current and functional computer technology for classroom instruction, class preparation, and record keeping. The computers in the part-time area were upgraded from 745s, which were approximately 12 years old, to 780s, which are approximately 6 to 7 years old when these computers were retired from computer labs.To enhance classroom and online instruction, web cams, an Elmo Cam, and an interactive whiteboard were requested. Specific equipment requests were included in the technology plan for 2016-2020 as well as the department’s strategic plan for 2015-2017.Instructors have begun using the Elmo Cam in the classroom and have plans to utilize it for recording videos for online classes. Instructors are also using a variety of technologies, including MyLabs, Mindtap, Curriculum Builder, SafeAssign, Tegrity, and others, to improve the quality of instruction in online, hybrid, and traditional classes. | Computer replacements for classrooms are currently being sought. As computers are retired from labs, we plan to replace older 745s and 755s with slightly newer 780s.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 as needed.LCD projectors in the classroom will need continued maintenance/repair and replacement as well. Faculty members are being encouraged to utilize existing equipment, research emerging technologies, report problems, and request additional technology/equipment as needed. |
| **Submission date: August 26, 2016** | **Submitted by: Connie Caskey, Chair** |