

PLANNING/OUTCOMES DOCUMENT

Name of person(s) completing form:			Owen Gibby	Curriculum/Department:		English/Humanities
Purpose/Mission Statement				Vision Statement (3-5 years)		
The purpose of the Humanities Social Sciences Department is to provide a broad-based education that will equip students with oral and written communication skills and teach them to use critical thinking in assessing the historical and contemporary world to better foster an understanding of diverse cultures as well as to evaluate information in a variety of disciplines.				Students who successfully complete Humanities/social science courses will more effectively meet the challenges of multi-cultural, global workforce. These students will obtain the skills necessary to communicate with clarity and purpose through collaborative learning, practice in applied and written communications, and the use of technology such as computers. Classroom instruction will be enhanced by the use of multi-media resources and research, all directed toward a better appreciation of diverse cultures, schools of thought, and behavior. Students will then successfully pursue degrees at four-year colleges and universities.		
Program Strengths:				Program Weaknesses:		
All full-time faculty members in the department have a minimum of ten years' teaching experience and several have taught for over twenty years. Most instructors in the department are also proficient in the use of technology in the classroom. Much transfer data over the past ten years indicates that students who complete English/humanities courses at SCC are successful at senior institutions.				The lack of a full-time communications instructor is one weakness. Classes in oral communication are currently taught by adjunct faculty because according to SACS guidelines, current full-time English faculty lack the credentials		
Program Opportunities:				Program Threats:		
Increasing numbers of students are choosing to attend community colleges to fulfill general education requirements, and the department seeks to meet this demand. The department is also serving the community by supporting artistic endeavors such as Milestone.				The lack of a full-time communications instructor limits the number of ENG 113 and COM 110 sections offered, a situation that could result in students seeking these courses at other institutions.		
Goal #	Values for Teaching	College Goals	2005-2006 Department Outcomes/Goals	Success Criteria (e.g. outcomes, enrollment increases)	Plan of Action (including resources needed)	
1.	2 3 5 6 7 8 9	1 2 7	Ensure that students meet the standards for competency in written communication on the university level by promoting ENG 113—rather than ENG 114—as the better transfer course.	One hundred percent of students who transfer will satisfy the composition requirement. The department will regularly schedule a minimum of six sections of ENG 113, with an average enrollment of fifteen students per class.	Increase awareness for ENG 113 by providing advisors with criteria emphasizing the transferability of the course. Promote the course before and during registration periods. Lobby for the hiring of a full-time oral communications instructor, whose classes will enable students to meet the transfer competency in speech, a requirement not covered in ENG 113. Meet regularly to assess this plan.	
2.	2 3	1 2	Identify a more uniform set of course competencies and requirements that should be emphasized by faculty teaching	One hundred percent of students who successfully	Establish a set of competencies for English/humanities courses, based upon the course descriptions; meet with	

	5 6 7 8 9	3 4 5	English/humanities courses, and ensure that these standards are being achieved according to the course descriptions.	complete English and humanities courses will meet requirements of the course description based upon the faculty's more uniform plan for measuring and achieving competency.	adjuncts to compare course syllabi; and ensure that these competencies are being achieved. Establish a system for full-time department faculty to mentor part-time faculty.
3.	2 3 5 6 7 8 9	1 2 3 4 5	Identify and foster artistic growth in both the institution and the service community by sponsoring and maintaining publications that showcase local talent.	The 2006-07 edition of the <u>Milestone</u> will be published, with a minimum of 500 copies distributed.	Coordinate the publication of <u>Milestone</u> , the annual SCC periodical for art and literature, for the 2006-07 academic year. To improve the publication, the department will research additional possibilities for funding and promotion during the 2005-06 year. The department will also assist the <u>Milestone</u> advisors and editor with solicitation of submissions, selection of submissions, and awarding prizes.
4.	2 6 7 9	1 6 7	Ensure currency of English and humanities courses, to provide transfer students with skills and proficiencies comparable to those of university students, by updating course outlines.	All course outlines in the English/Humanities Department will reflect competencies specified by descriptions in the most current Common Course Library. Outlines will be updated by November 1, 2005	Update English and humanities course outlines, and assign full-time and adjunct faculty these tasks. Faculty will revise outlines of courses they teach or courses within their area of expertise. The department will meet regularly to review updates before the November 1 deadline.

Budget Item Description: (Budget items requested from college funds)	Current Year Budget:	Ongoing Operational Budget:	Expansion Budget:
Supplies-	\$800.00	\$1,000.00	
Equipment-	\$2,000.00	\$500.00	
Travel-	\$3,000.00		\$3,000.00
Program Accreditation-			
Other-		\$200.00	
TOTALS	\$5,800.00	\$1,700.00	\$3,000.00

Criteria Results Be sure to utilize most current data available	End of Year Analysis (Goals achieved impact of equipment purchased, improvements to your program, contingencies, etc.) Describe how you used the results to improve your program
1. Fifty percent of Arts and Sciences graduates successfully completed ENG 113.	1. Based upon SCC transcripts, fifty percent of Arts and Sciences students (college transfer) who graduated in May, 2006 successfully completed (with a C or better) ENG 113. This figure falls short of the on-hundred percent completion goal for the 2005-06 year. However, the number represents a substantial increase over previous academic years, which signifies that many more transfer students are being successfully advised and directed toward ENG 113 instead of ENG 114. The department will continue to address this issue next year by communicating more effectively through advisory meetings and student orientation the necessity of ENG 113 for transfer.
2. The goal for departmental uniformity in course competencies has not been achieved.	2. The department has not satisfactorily achieved this goal because meetings with full-time and adjunct faculty to address the issue have been insufficient. The department is also still developing an efficient mentoring process. Full-time departmental faculty will continue to address this issue next year by implementing the following plan: (a) hold a meeting at the beginning of Fall semester, 2006 to include adjunct faculty and tutors. To encourage attendance and participation in this forum, the department will offer stipends; (b) schedule a series of meetings throughout the semester with designated groups of adjuncts and tutors, to establish dialogue and review course objectives, competencies, and content, and (c) empower and encourage overall adjunct participation by providing them with clearly defined roles in the process.
3. The department has secured funding for its annual publication.	3. The department has secured funding for the 2006-07 publication of Milestone, which showcases student and community creativity. The committee is receiving submissions and will continue to promote the publication throughout the fall semester, encouraging increased student, faculty, and staff interest. Milestone will be published in either late fall, 2006 or early spring, 2007.
4. Departmental course outlines have been updated.	4. Through both individual and group assessments, the department reviewed and updated course outlines by November 1, 2005. Course outlines reflect current objectives and competencies, providing standards for both full-time and adjunct faculty.

Mid-point Review

Progress Notes:	<ol style="list-style-type: none"> 4. Course outlines have been updated (11/1/05). 2. The department is developing a plan for meeting with adjunct faculty (1/5/06). 3. Faculty will meet with the Director of Student Support Services, SLA officers, and the SLA faculty advisor to discuss funding for Milestone (1/5/06), (3/5/06), (4/20/06).
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