

**PLANNING/OUTCOMES DOCUMENT: 2006-2007**

Name of person(s) completing form:		Owen Gibby		Curriculum/Department:		English/Humanities	
<b>Purpose/Mission Statement:</b>							
<p>The purpose of the English/humanities Department is to provide a broad-based education that will equip students with competencies in oral and written communication, an historical and contemporary awareness of the world, an increased sensitivity of cultural differences, and means to comprehend and evaluate information in a variety of disciplines.</p>				<p>Students who successfully complete English/ humanities courses will more effectively meet the challenges of a multi-cultural, global workforce. These students will obtain the skills necessary to communicate with clarity and purpose through collaborative learning, an emphasis on literary analysis, intensive 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 schools of thought and behavior. Students will then successfully pursue degrees at four-year colleges and universities.</p>			
<b>Program Strengths:</b>							
<p>All full-time faculty members in the department have a minimum of twenty years' teaching experience and several have taught for over twenty-five 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.</p>				<p>The lack of a full-time communications instructor is one weakness. Classes in oral communications are currently taught by adjunct faculty because according to SACS guidelines, current full-time English faculty lack the credentials.</p>			
<b>Program Opportunities:</b>							
<p>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.</p>				<p>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.</p>			
<b>2006-2007 Department Outcomes/Goals</b>							
<b>Goal</b>	<b>Values for Teaching</b>	<b>College Goals</b>	<b>Success Criteria</b> (e.g., outcomes, enrollment increases)	<b>Plan of Action</b> (including resources needed)			
1.	1	1	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.			
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2.	1	1	One hundred percent of students who successfully complete English and humanities courses will meet requirements of the course descriptions based upon the faculty's uniform plan for measuring and achieving competency.	Establish a set of competencies for English/humanities courses, based upon the course descriptions; meet with adjuncts to compare course syllabi; and ensure that these competencies are being achieved. Establish a system for full-time departmental faculty to mentor part-time faculty.			
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3	7	community by sponsoring and maintaining publications that showcase local talent.	with a minimum of 500 copies distributed.	SCC periodical for art and literature, for the 2006-07 Academic year. The department will also assist the Milestone advisors and editor with solicitation of submissions, selection of submissions, and awarding of prizes.
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4.	1	Develop and publish a style guide/composition manual to provide uniform standards for writing across the curricula.	Upon publication, the guide will be available to faculty and staff and will be a required text for all students.	Departmental faculty will begin to compile the guide in Fall Semester, 2006 and will seek input from adjunct faculty, the Dean of Arts and Sciences, and other interested faculty and staff. The department will also meet regularly to compile and edit drafts. The 2007-08 Guide will be published from divisional funds secured for the WAC initiative.

Budget Item Description: (Budget items requested from college funds)		Current Year Budget:	Ongoing Operational Budget:	Expansion Budget:
Supplies-		\$1,000.00	\$1,000.00	
Equipment-		\$ 500.00	\$ 650.00	
Travel-		\$3,000.00		
Program Accreditation-				
Other-		\$ 200.00		
TOTALS		\$4,700.00	\$1,650.00	

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. Seventy percent of Arts and Sciences graduates successfully completed ENG 113.	1. Based upon SCC transcripts, seventy percent of Arts and Sciences students who graduated in May, 2007 successfully completed (with a C or better) ENG 113. This figure falls short of the one-hundred percent completion goal for the 2006-07 year. However, the seventy-percent total represents a substantial increase over the fifty percent of the previous year. In addition, almost ninety percent of students who enrolled within the last two years successfully completed Eng 113 instead of Eng 114. These statistics indicate that most transfer students are

<p>2. The department has incorporated several initiatives this year in attempts to achieve uniformity in measuring course competencies.</p>	<p>being effectively advised by being directed to ENG 113. The department will continue to communicate through advisory meetings, registration periods, and student orientations the necessity of Eng 113 for transfer.</p>
<p>3. The department served as the advisory committee for the publication Milestone.</p>	<p>2. The department is currently compiling a style manual, which will serve as a composition guide for both students and instructors. In addition, the department has met with part-time English instructors and Learning Assistance Center tutors to identify, discuss, and emphasize departmental standards. Departmental faculty have also participated in several sessions of common-essay grading and analyzed the results. Finally, the department has carefully reviewed course syllabi from both full-time and part-time faculty and has developed a set of guidelines and standards.</p>
<p>4. The department has compiled a working draft of a style manual.</p>	<p>3. The 2007-08 edition of Milestone, the SCC periodical that showcases the work of local writers and visual artists, was published. Approximately 700 copies were disseminated.</p> <p>4. As a component of the WAC (Writing Across the Curriculum) initiative, the department has compiled a working draft of a guide for composition, which has been reviewed by the WAC committee. The department will complete the final draft, which will be submitted to the WAC committee in Fall Semester, 2007 for a second review. The guide will then be published and will be available for all SCC faculty and students by Spring Semester, 2008.</p>

**Mid-point Review**

<p>Progress Notes: 2. The department has met with part-time faculty and LAC tutors. A list of departmental standards were sent via email to part-time faculty over Christmas Break.</p> <p>3. Milestone submissions have been selected, a printer has been selected, and funding has been secured from Phil West, SLA advisor, and Cheryl-Contino-Conner, Director of Student Support Services.</p> <p>4. The department has compiled an outline and rough draft of the SCC style manual.</p>
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