PROGRAM REVIEW Fall 2018

Program: Communication Studies (CMST)
Division: Arts and Humanities
Date: 09/20/2018
Writer(s): Natalie Kellner
SLO/SAO Point-Person: Jim Dobson

Audience: Deans, Vice Presidents of Student Services and Academic Services, All Planning and Allocation Committees. This document will be available to the public.

Uses: This Program Review will be used to inform the campus and community about your program. It will also be used in the processes of creating Division Summaries, determining College Planning Priorities and allocating resources. A final use is to document fulfillment of accreditation requirements.

Time Frame: This Program Review should reflect on program status during the 2017-18 academic year. It should describe plans starting now and continuing through 2018-19. This document also provides the opportunity to describe more long-term plans (optional).

Sections: The first section of this Program Review focuses on general program reflection and planning. The second section has specific questions to be filled out by all programs this year. The third section is an SLO/SAO update. The fourth section is a review of curriculum. Only programs with curriculum need to complete Section 4.

Topics: A list of topics of particular interest to Program Review readers can be found here:
https://goo.gl/23jrxt
Help: Contact Karin Spirn: kspirn@laspositascollege.edu

Instructions:

1) *Please respond to each question as completely as possible.*
2) *If the requested information does not apply to your program, write "Not Applicable."*
3) *Optional: Meet with your dean to review this document before _____.*
4) *Send an electronic copy of this form to Karin Spirn and your Dean by _____.*

Links:

Program Review Home Page: https://goo.gl/XATgjJ
Fall 2017 Program Review Updates : https://goo.gl/pkv76m
Frequently Asked Questions: https://goo.gl/iIhRtt

Section One: Program Snapshot

A. **Program Description: Briefly describe your program, including any information or special features of your program that will provide helpful context for readers of this Program Review.**

The Communication Studies program is designed to provide students with fundamental understanding of the principles of speech communication as well as experience in the application of these principles. Participation in these classes develops critical thinking, personal growth, research, presentation skills, and an understanding of diversity. Classes prepare students for transfer to four-year institutions and entry into careers in which effective communication skills are important, such as teaching, public relations, and law. In addition, the department houses the forensics speech and debate team. The team travels to statewide, national and international tournaments. Currently, the CMST department has three full time faculty members in the discipline, which covers roughly 55% of the total classes that are taught.

B. **Changes to Program and Needs: Describe any significant changes to your program or your program's needs since the previous Program Review Update (Fall 2017).**

Jim Dobson and Tim Heisler are on sabbatical for the 2018/19 academic year. Currently, their sabbatical project is hosting the 2019 Phi Rho Pi National Forensics Tournament in Reno, Nevada and developing online courses that will be offered in Fall 2019. Natalie Kellner is the temporary full time hire who is overseeing the department for the 2018/19 academic year. Her hire was due to the two faculty on sabbatical and Janet Brehe's retirement that occurred in Spring 2018. Due to her retirement, a new full

time faculty member is needed in 2018/2019 to continue the status quo of the CMST department.

				Definitions of terms: https://goo.gl/23jrxt				
	Community Partnerships/Outreach		Facilities, Supplies and Equipment, Software		LPC Planning Priorities	x	Services to Students	
	Curriculum committee items		Financial/Budgetary		LPC Collaborations		SLO/SAO Process	
	Enrollment Management	x	Human Resources		Pedagogy		Technology Use	
	External Factors		Learning Support		Professional Development			

C. Reflection: What plans from the 2017 Program Review or any previous Program Reviews/Updates have been achieved and how? You may also describe achievements that were not planned in earlier Program Reviews.

I. Summer
    A. Summer workshop for new and returning Forensics students. – **Completed**. Students enrolled in the 2017/18 Forensics team voluntarily met with the coaching staff during the summer months and received a head start on their competitive season. This training led directly to one individual receiving Bronze Medal at the 2018 National Championship Tournament.

II. Fall
    A. Attend a speech tournament outside of our region. **Not completed**. We could not complete this goal do to budgetary constraints.
    B. Children's Holiday story hour in conjunction with the ECD Department and the Library.
Completed. On December 8, 2017, the Forensics team performed for the children at the Early Childhood Development Center.
D. Fall Speech Night Fundraiser. **Completed**. On December 2, 2017, the Forensics team performed on the Main Stage Theater to a crowd of 350 audience members.

III. Spring
    A. Host a 2-day high school speech tournament. **Completed**. This occurred the weekend before the start of the 2018 Spring Semester.
    B. Host our own collegiate speech tournament. **Completed**. On February 3, 2018 we hosted our 9th annual Talk Hawk Invitational Speech Tournament that was attended by 14 different colleges and universities.
    C. Travel to Montreal Canada for the 2018 International Forensics Association competition.
Completed.
    D. Participate at the 2018 Phi Rho Pi National Championship Tournament is in Daytona Beach Florida **Completed**. *We won a Bronze Award in Oral Interpretation of Prose Literature, competing against 98 entries.*
    E. Spring Speech Night Fundraiser. **Completed**. On May 4, 2018 the Forensics team performed on the Main Stage Theater to a crowd of 350 audience members.
    F. We want to host a national speech tournament. **Completed.** The tournament will occur in Spring

2019 in Reno Nevada.					

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D. IR Data Review: Describe any significant trends in your program's data from the office of Institutional Research and Planning. (Note: Not all Programs have IR data packets available; if your program does not have a data packet, you may note that in the response box). You may also discuss any other data generated for your program by the Office of Institutional Research and Planning.

IR Data packets are available here: http://www.laspositascollege.edu/research/progrev.php

Course Success Rates Dashboard can be found at the bottom of this page: http://www.laspositascollege.edu/research/outcomes.php

In the **course success** measurement we observed a 3% increase in Withdrawal (W) rates for the 2017/18 academic year. Although it seems minimal, throughout the last five years the rate has barely increased or decreased by 1%. Looking a little deeper into the data, we noticed the fall 2017 semester holds a majority of the deficit. **The course success rates graph** indicates a 6% increase in (W) rates compared the past fall. The increase in withdrawn students leads to a 6% decrease in student success, which is drastically lower than the past five fall semesters, which traditionally fluctuates between 1%. The largest demographic of students effected by the (W) rate were Latino and White students. So what is up with Fall? We will review data in next year's program review to see if we are seeing a trend.

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E. Other Data Review (Optional): Describe any significant findings based on other data regarding your program. Possible sources of relevant information might include, but are not limited to, the following:

- o **Data generated by your program**
- o **CEMC Data**
- o **Labor Market Data**

CMST 1 Fundamentals of Communication Studies classes with large enrollments (28+ students) are less successful than classes with lower enrollments.						
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F. Impacts to Students (Optional): Discuss at least one example of how students have been impacted by the work of your program since the last Program Review Update (only if you did not already answer this in Questions B-E).

Danielle Leedeman, Vincent Walker and Triston Reardon have all received scholarships and have transferred to UCLA, Bradley and Cal State LA due to their involvement with the Forensics team. While we would like to take credit for their success, we also acknowledge the high quality of students that attend LPC as being a major contributing factor. Likewise, we readily praise the support systems at LPC as a major reason for our student's success.						
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G. Obstacles: What obstacles has your program faced in achieving plans and goals?

1. Our Forensics program still experiences the same needs identified in all of our previous program reviews. We continue to experience shortages in staffing and finances. After participating in eleven tournaments, winning 84 awards, and competed with students from colleges and universities across the nation we still have not received a budget increase for the 2018/2019 season. It seems to make no difference that we continue to identify this need in our Program Reviews when monetary support remains stagnant or, as was the case last year, is reduced.

2. We need to promote our Oral Interpretation and Readers Theater classes. Even though the CMST 2A class is a requirement for our AA and AA-T degrees it has been cancelled by administration due to low enrollment. We need to either promote these classes better to ensure that they fill or reevaluate

offering them on their current semesterly cycle.

3. Visual Aids. Travelling with printed visual aids on 30" x 24" poster board is an outdated mode of public presentation. For the betterment of our competitive program, and to improve our instructional quality in the classroom, We need to identify and incorporate newer, better, more "portable" technologies within our instructional and competitive repertoire.

4. We are still in need of a Forensics Assistant. We used to have this position. It was taken away from us during the massive budget cuts that took place 10 years ago. We have been asking to get it back every year since then. We are always denied the request.

5. We need to recruit more CMST majors. We are doing so by offering more of the degree specific courses that have high enrollments. This fall we offered CMST 3. In 2019 we plan to offer CMST 4 Introduction to Communication Studies.

6. Distance Education. We need additional course sections for the 2018/2019 academic year to develop and offer distance education courses that align with the Online Education Initiative (OEI) guidelines and standards. In order for the CMST division to stay up to date with the demands we would like to offer CMST 10 and CMST 11 as fully online courses by Fall 2019 so we can be OEI certified by Spring of 2020. Currently we do not have any online courses offered.

7. We want CMST faculty to be compensated as the primary instructor for co-instructing with the ESL/CMST collaboration.

8. We still do not have an instructional assistant for the Speech Program. This position became vacant back in 2007. We have been asking to have this position replaced every year since then. IT IS STILL A POSITION ON THE ARTS & HUMMANITIES ORGANIZATIONAL CHART. We are told every year to identify our needs and obstacles in our Program Review and Program Review Updates. We do so diligently. Each year our request for filling this position, this REPLACEMENT position, is rejected. This is not a growth position, we simply want to HAVE WHAT WE USED TO HAVE. We are now entering our 11th year without this position and it creates a tremendous hardship (both instructionally and fiscally) on the Forensics Program's ability to maintain their success (let alone enable the program to grow). You can imagine our frustration.

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X	Enrollment Management	X	Human Resources		Pedagogy	X	Technology Use
X	External Factors	X	Learning Support		Professional Development		

H. Short Term Planning: What are your most important plans (either new or continuing) for next year? Describe plans starting now and continuing through AY 2018-19.

1. Have CMST faculty instruct collaborative workshop courses with the ESL program to help the

advanced ESL students with their public speaking development.

2. Growth and expansion of the forensics operating budget. We would like to see a reinstatement of our $6400 yearly budget that comes from district funding. This amount was entirely cut several years ago, a portion of it was given back two years ago, and then that amount was reduces again last year. We are not even asking for growth. We just want to get back WHAT WE USED TO HAVE. We would like to see a reinstatement of our $19,400 yearly budget that comes from co-curricular accounts. This amount was reduced to $15,300 at the height of the budget crisis. We are not even asking for growth. We just want to have back WHAT WE USED TO HAVE.

3. We want to find ways to involve the community in our local speech tournament as judges, sponsors, contributors, etc.

4. We want to hire an instructional teaching assistant for the Communication Studies program.

5. We want to assist the LRC in choosing databases that specifically help our student population (Extemporaneous Speaking and the CMST 46 class).

6. We want to assist with LRC staff with the *Topic Selection* web page.

7. We want to host a high school speech tournament.

8. We want the Forensics team to travel and compete nationally.

9. We want the Forensics team to travel and compete internationally.

10. Revise Student Learning Outcomes for multiple CMST courses.

11. We want to offer CMST courses online by Fall 2019.

12. We need to hire a Forensics co-coordinator replacement for Janet Brehe since she retired this Spring 2018. We need a replacement full- time hire to begin Fall 2019.

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I. Long Term Planning (Optional): Please detail any long-term plans for the next 3-5 years. (Only if you have significant plans, such as implementation of a grant project, creation of long-term initiatives including those using restricted funds such as Equity or SSSP, construction and outfitting of a new building).

1.. We want to see growth and expansion of the Forensics operating budget.

2.. We want to implement new travelling visual aids for competitive and instructional use.

3. We want to continue expanding our course offerings in the Communication Studies program.

4. We want to streamline SLO process for more effective/efficient input and feedback.

5. We want a 4th full time instructor for CMST.

6. We want to gain funding for a Communication Studies Laboratory.

7. We want to continue to expand our curriculum to online offerings.

8. We want to offer a travel abroad CMST 11 course.

9. We want to create a performance certificate for CMST students.

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X	Enrollment Management		Human Resources	x	Pedagogy	X	Technology Use
	External Factors	X	Learning Support	x	Professional Development		

Section Two: Current Topics (Required for All Programs)

A. **Educational Master Plan: A list of goals and strategies** <mark>appears on page ii of the</mark> **Educational Master Plan, which can be accessed here:**

http://www.laspositascollege.edu/about/assets/docs/LasPositas_Ed_Master_Plan.pdf

If applicable, describe how your program's upcoming plans reflect the goals described in the college's Educational Master Plan (your plans are described in Section 1, Questions H-I, or on a previous program review if you did not complete this year's Program Snapshot).

The Communication Studies program serves to fulfill the college's Educational Master Plan in several ways:

The CMST program has encouraged **educational excellence** by:
- Assisting a segment of our population with their **work force readiness** on a yearly basis; we have students who enroll in classes not to obtain a degree but to enhance their public speaking and interpersonal communication skills for their personal use in politics, business, charitable organizations and religious genres.
- Developing and planning to offer OEI certified CMST courses online. Through these course offerings we are **creating accessible class schedules and supportive services** for nontraditional students.
- Planning for the Forensics team to travel nationally and international to tournaments. The travel requests **provide student opportunities to be informed, ethical, and engaged** regarding civic discourse. By traveling to tournaments on a national and international circuit, students will receive feedback on their performances from faculty and professionals throughout the United States, which will directly expose them to a diverse range of perspectives that may differ between state and international boarders. As a result, student will consider feedback from diverse audiences and modify their performance to create programs that are ever evolving further encouraging innovation in their studies.
- In the future (long term 3-5 year plan), the development of a Communication Studies Lab will offer **educational support services** to LPC CMST students. The CMST Lab will offer learning support by expanding tutoring services on campus, **assisting underprepared students and addressing the needs of a basic skilled student.**
- In the future (long term 3-5 year plan) we would like to develop curriculum for a CMST 11 Intercultural Communication abroad course so we may update our **program to serve workforce needs**. Currently, over half of American employees placed abroad in international careers fail and return before their contracts are complete due to their inability to adapt their communication patterns to cultures unlike their own. This course will improve student's intercultural competence due to the opportunity to experiences diverse cultures first hand. As a result, they will apply their skills in future international careers.

The CMST Department has encouraged **community collaboration** by:
- Building a relationship with the ESL program to help the advanced ESL students with their

public speaking development. This collaboration ensures **excellence in student learning by collaborating with community partners to provide educational opportunities that best serve the needs of our students**. We do this by advancing student's communication competence and to develop a mastery of the English language.

B. Program-Set Standard (Instructional Programs Only): Did your program meet its program-set standard for successful course completion? __x__yes _____no

Program-set standard data can be found on this page: http://www.laspositascollege.edu/research/outcomes.php

If your program did not meet your program-set standard, discuss possible reasons and how this may affect program planning or resource requests.

Not Applicable

C. Facilities: Do you have any facilities needs that are currently unmet? If yes, please describe.

We need a Communication Studies Laboratory.

D. Professional Development

Section 87153 of California Education Code specifies the type of Professional Development activities that may be funded by the Community College Professional Development Program. You can review these activities here: https://goo.gl/w8sqBM

D1. Summarize the aspects of professional development that have been working well for your program. This might include the process of obtaining funds, the types of training your program members have been attending, etc.

Yearly attendance of the National Communication Studies Association Conference.
Yearly attendance of the Western States Communication Studies Conference.
Attending Distance Education Professional Development Courses.

D2. Summarize any needs, desires and visions your program has regarding professional development, as well as any challenges.

E. Program Suggestions (optional): What questions or suggestions do you have regarding the Program Review forms or process?

Section Three: SLOs/SAOs (Required for All Programs)

A. In the box below, copy and paste your "Plans for Analysis of SLO/SAO Data" from last year's Program Review. This plan can be found in the 2017 Program Review Section 1 Question L.

(If discussing multiple PSLO/SAOs copy the box below as needed.)

Circle One:
<mark>CSLO</mark>   PSLO   SAO
Course, Program Name, or Student Service Area: CMST 1 Fundamentals of Public Speaking
Text of CSLO/PSLO/SAO: Deliver a clearly organized speech.   Deliver a speech with effective content.   Perform a speech using effective delivery.
If you plan to analyze a PSLO, identify the courses that are mapped to the PSLO.   We are not planning to analyze our PSLO at this time.

B. Below, report on your program's progress on the plan described in Question (A) above.

Text of CSLO/PSLO/SAO:
SLOs: Assessment data collected from _____ sections over _____ semesters.   SAOs: Assessment data collected from _____ students over _____ semesters.
Describe the quantitative or qualitative results: With initial analysis, it appears that classes with large enrollments (28+ students) are less successful than classes with lower enrollments.
Discuss and reflect upon student achievement for this CSLO/PSLO/SAO. Discuss any actions taken so far (and results, if known) and your action plan for the future: There have been no action plans as of yet. As a discipline, we will continue monitoring this closely to see if this "trend" is corollary or associative. If we find that large classes consistently perform more poorly than small classes we will need to find ways to reduce the cap of our CMST 1 courses or incorporate a CMST focused laboratory for students to receive tutoring.
What changes in student achievement are evident across the semesters you analyzed? What

are some possible explanations for these changes?

CMST 1 is a performance-oriented class with students delivering multiple speeches each semester.   Because high enrollment classes require so many presentations there is less time devoted to lecture and speech preparation. This became particularly evident with the 5-week Summer section. Simply put, it is difficult to cover the required course content with large classes.

DO you plan to continue tracking this SLO in the next year? Explain.

Yes, we will continue analyzing faculty SLO results from CMST 1 to continue assessing student performances as the classroom cap size remains at 30.

C. Planning: What are your future plans (either new or continuing) for SLO/SAO analysis for next year?   Identify the PSLOs, CSLOs, or SAOs that your program plans to focus on the upcoming year with subsequent analysis (next year's program review). (Copy the box below as needed.)

Circle One:

CSLO   PSLO   SAO

Course, Program Name, or Student Service Area:

CMST 1 Fundamentals of Public Speaking

Text of CSLO/PSLO/SAO:

Deliver a clearly organized speech.
Deliver a speech with effective content.
Perform a speech using effective delivery.

If you plan to analyze a PSLO, identify the courses that are mapped to the PSLO.

We will continue to asses CMST 1 SLO's and we will begin revising SLO's for all other CMST courses as well.

D. SLO/SAO Suggestions (optional): What questions or suggestions do you have regarding SLO/SAO planning, assessment and reporting?

None at this time.

Section Four: Curriculum Review
(Programs with Courses Only)

The following questions ask you to review your program's curriculum. To see the last outline revision date and revision due date:

> **1. Log in to CurricUNET**
> **2. Select "Course Outline Report" under "Reports/Interfaces"**
> **3. Select the report as an Excel file or as HTML**

Curriculum Updates

A. Title V Updates: Are any of your courses requiring an update to stay within the 5 year cycle? List courses needing updates below.

No courses needing updates.

B. Degree/Certificate Updates: Are any degrees/certificates requiring an update to do changes to courses (title, units) or addition/deactivation of courses? List needed changes below.

No changes/updates needed.

C. DE Courses/Degrees/Certificates: Detail your department's plans, if any, for adding DE courses, degrees, and/or certificates. For new DE degrees and/or certificates (those offered completely online), please include a brief rationale as to why the degree/certificate will be offered online.

We plan to offer CMST 11 and 10 online in Fall 2019.