

Program Review Readers Worksheet Fall 2017

Reader's Name	Division/Area of PRUs	PRUs Read
Karin Spirn	Arts and Humanities	Art Communication Studies (formerly Speech) Dance English as a Second Language Mass Communication Music RAW Center Religious Studies Theater Arts Visual Communication

Please make notes on the most important themes, accomplishments and challenges for your division/area in each of the following categories. If a category does not apply to your division/area, or if that category was not discussed in your division/area's Program Review Updates, please write "Not Applicable."

Category	Themes, Accomplishments and Challenges
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<p>Community Relationships and Partnerships</p>	<p>Art students participated in Livermore Art Festival.</p> <p>Communication Studies: Forensic Team is growing in size and success each year.</p> <p>Communication Studies hosted the 8th Annual Talk Hawk Invitational Speech Tournament, attended by 14 different colleges and universities. The forensics team also traveled to Lima, Peru for the International Forensics Association competition and Washington DC for the Phi Rho Pi National Championship Tournament, where they placed 2nd in the nation in the “small school” category.</p> <p>Dance offered Master Classes by the Cheza Nami foundation (which teaches about African culture through dance) and the Paul Taylor Dance Company.</p> <p>ESL increased community outreach to local schools and libraries to counteract declining enrollments in Spring 2017. They also hosted an open house in Spring 17. These efforts helped restore the program to full enrollments in Fall 17. They plan to partner with the Mexican-American Catholic College in the future as well.</p> <p>Students from the Mass Communication program have won numerous awards from the Journalism Association of Community Colleges and from the Associated Collegiate Press for their reporting and photography.</p> <p>Mass Communication has relied on CTE grants to fund membership in professional organizations, maintain equipment and archives, and allow students to attend conferences.</p> <p>Mass Communication organized and hosted a successful book-signing party for faculty member Marcus Thompson’s book, <i>Golden: The Miraculous Rise of Steph Curry</i>.</p> <p>Music’s piano program CTE allowed partnerships with other musical organizations including local piano teachers, MTAC (Music Teachers Association of California), CSUEB’s music department, and the California Jazz Conservatory. Future collaborations will occur for new CTE certificates in music business and music technology.</p> <p>Music would like to create internship opportunities for students but needs the help of outreach/internship specialists.</p> <p>Theater Arts placed students into internships with local theater groups. They plan to do more recruiting of high school students.</p> <p>From meeting:</p>
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<p>Such as outreach, recruitment, internships, industry collaborations.</p>	<p>Developing certificates to meet needs of local communities.</p> <p>Wanting to involve members of community—Comm Studies and Music</p> <p>Recruitment—ESL, music, theater art, umoja (also under community)</p> <p>Umoja learning community— English using noncredit adult ed Vcom has done a bunch</p> <p>Theater arts is recruiting HS students and putting our students in outside productions</p> <p>Religious studies wants to build community with local religious groups</p> <p>Groups at conferences/tournaments. Mass comm and forensics</p> <p>Cutting of funds/support for travel and special events.</p>

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Curriculum	<p>Almost all programs updated curriculum.</p> <p>Art created new Digital Illustration course.</p> <p>New AA-T completed in Communication Studies.</p> <p>Dance updated DANC 1 (Introduction to Dance), DANC 5A/B- (Dance Composition) and DANC 6A/B (Dance Production and Choreography).</p> <p>ESL created a new set of courses, ESL for the wine industry (VESL), to be launched in Spring 18. They also plan to create non-credit VESL courses in the future. They want to develop advanced speaking and listening classes.</p> <p>Mass Communication redesigned most of its curriculum over the past year. They will update the Newspaper courses (MSCM 16A-D) to include a hybrid component.</p> <p>Music had their AD-T approved. They also created seven new courses (including Music Business and World Music). They made three courses (MUS 25, 26, and 27) available in DE modality. They created four new certificates in commercial music. They created a private music lesson course (Music 38).</p> <p>Religious Studies will expand its offerings beyond its current four courses and also investigate the possibility of a Religious Studies degree. They will also investigate the establishment of a mindfulness-based curriculum.</p> <p>Theater Arts plan to develop two new courses, one in musical theater production and one in movement for actors. They also hope to develop a conservatory-style theater major.</p> <p>Visual Communications created a number of new courses responding to industry need, including courses on UI/UX, Wordpress, Digital Painting and History of Design. They would like to create a new certificate in Digital Illustration. This raised their enrollments because the new courses were more desirable and also allowed students to complete degrees (note that this was possible because of finally replacing FT faculty member)</p>
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Changes made through the curriculum committee, such as changes to course outlines, degrees and DE status.	

Enrollment Management	<p>Communication Studies will offer Small Group Communication (CMST 3) for the first time in Sp18. They had hoped to first offer it a year earlier but did not have the necessary FTEF allocations.</p> <p>Theater Arts has faced problems because of low-enrollments in specialized courses (THEA 1B, 14, 50, 50L) needed for both discipline majors. The program wants to lower caps for these courses.</p> <p>Communication Studies have low enrollments for Oral Interpretation and Readers Theater. They need to raise enrollments so sections will not be cancelled, since both these courses can be applied to the AA-T.</p> <p>SLO assessments in Communications Studies showed that course sections with larger enrollments (more than 28) performed more poorly than smaller sections. The program will continue to monitor this trend and may seek an enrollment cap in CMST 1 if the trend persists.</p> <p>Dance has declining enrollments since 2012. The program speculates this may be due to outdated course offerings and decreased repeatability.</p> <p>ESL faced decreased enrollments after the 2016 election, which was a destabilizing event for immigrant communities.</p> <p>ESL began doubled their offerings of Oral Communication courses based on student feedback and had strong enrollments.</p> <p>Philosophy and Humanities offered more evening sections to try to increase enrollments for older students. While this did increase access, the sections had low enrollments and success. SLO results also showed unusually low success rates for an 8am section of Philosophy 2. The program will continue to study enrollment patterns to find the best way to provide access to a diverse range of students while also maximizing enrollments and course success.</p> <p>Humanities increased online section offerings.</p> <p>Music has increased specialized course offerings, which has caused some sections/courses to have lower enrollments. However, the program will offset this lost productivity by raising caps for GE courses and capturing student TBA hours using SARS.</p> <p>Music needs a sustainable way to pay for to Applied Lessons courses, which are expensive to offer and are currently funded under the budget for accompanists until the FA finds a solution. Offering of these courses is mandated by the state.</p> <p>Theater Arts 48 ABCD has problems with its structure. Right now the levels are cross-listed but this has not worked well; without the cross-listing, though, the sections would not have enough students.</p>
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<p>Changes to section offerings, such as adding/removing sections or increasing/lowering class size.</p>	<p>Visual Communication increased its enrollments, reversing a four-year trend of dropping enrollments. As part of their curriculum changes, several courses were increased from 2 to 3 units; the program is in need of increased FTEF allocations to accommodate this increase and to offer classes needed for a potential certificate. They would also like to add summer offerings.</p> <p>From meeting:</p> <p>Support for low-enrolled courses—specialized and/or part of the major. Also access issues (humanities/philosophy)</p> <p>English enrollments changed due to MMAP. (see Anne's)</p> <p>Theater needs lowered caps in intermediate and advanced courses, also music.</p>
<p>External Factors</p>	<p>The removal of late-start courses has been an obstacle for ESL. In Fall 17, 35 students assessed during the first week of class, and these students needed to enroll late or wait until the following semester. The Union stopped these because they aren't in the contract.</p>
<p>Such as state/ accreditation mandates or advisory board directives.</p>	<p>Music needs a sustainable way to pay for to Applied Lessons courses, which are expensive to offer and are currently funded under the budget for accompanists until the FA finds a solution. Offering of these courses is mandated by the state.</p> <p>English department was preparing for the CAI but it's cancelled.</p> <p>Umoja accepted by the Statewide Umoja program.</p>

Facilities, Supplies, and Equipment	<p>Art needs updated furniture (chairs, easels). Art classes are all held in the same room. More space is needed to expand course offerings and provide appropriate work space for 2-D and 3-D art courses including ceramics. Student studio space for completing projects is also a need. Without increased classroom space, Art can't run the classes needed for students to complete degrees.</p> <p>Art acquired new plaster casts that allowed for new drawing opportunities for students.</p> <p>Art is working with the Facilities Committee to bring more art to the campus.</p> <p>Communication Studies needs updated visual aids for tournaments. They would like to update to electronic aids rather than using posters.</p> <p>The floor of the Mainstage Theater is not installed properly to insure safety for dancers. Dance requires the installation of a Marley floor to prevent injuries to student dancers.</p> <p>Due to inadequate classroom space, many programs are sharing space inappropriately. English and ESL courses are being offered in rooms meant for Dance and Theater Arts. ESL needs dedicated classroom space. They currently are offering 8 class sections in portables or inappropriate classrooms (computer labs and dance studio). Dance needs dedicated facilities or a shared space that is only used for similar courses (not a space with desks or used for lecture-type instruction). Theater Arts cannot offer multiple classes at once because their classrooms are used by lecture courses in other departments.</p> <p>The Humanities cluster needs a dedicated space for classes, faculty offices, and student workspaces. In addition, Religious Studies would like an adjacent meditation, mindfulness and possibly labyrinth space.</p> <p>Radio Las Positas moved from a faculty office space to a properly designed recording studio.</p> <p>Mass Communication needs a larger media lab near Photography, VCOM and Music. They also a dedicated recording studio, a radio station, video production area and adjacent classroom. They could possibly share a recording studio with the Music program.</p> <p>Music needs specialized software (ProTools, Sibelius, Finale) to be installed and regularly updated on all Music Building computers. In the future, they will require music libraries (Kontakt and Spectrasonics) for a film-scoring courses.</p> <p>Music also needs recording space, more practice rooms, and a new choral room to replace the poorly designed one</p>
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<p>Purchasing or upgrading</p>	<p>near a noisy elevator. They also need increased storage space (particularly for pianos) and new instruments.</p> <p>Theater arts needs storage space, and hopes to have a large dedicated storage area in the future. They also have continued need of a van and for the amphitheater to be completed.</p> <p>Visual Communication students have had use of Wacom digital tablets starting November 2016. These tablets have helped students successfully achieve the VCOM 51 course SLOs. The VCOM lab needs a black and white laser printer capable of duplexing and printing 11x17 paper.</p> <p>Visual Communications needs an additional classroom. This would allow them to offer more sections at times that are desirable for students.</p> <p>From meeting:</p> <p>General classrooms are not effective.</p> <p>Highlight the dance situation</p> <p>RAW wants to be in the student support sentence</p> <p>Religious studies want a food pantry</p> <p>More bathrooms!</p> <p>English doesn't know what is happening with 400 and 2100.</p> <p>Completion of amphitheater—the sound system and some of the lighting apparatus.</p>
<p>Financial/ Budgetary</p>	<p>Art needs budget (\$300/year) for small repairs to equipment and classroom supplies. This will save money on larger expenditures to replace poorly maintained equipment. The FT art instructor has been forced to pay for basic supplies (replacement for broken pencil sharpener) with his own money because they were urgently needed in this particular program (this would not be a dire need in most classrooms) and could not wait for the replacement process.</p>
<p>Program budgets or special funding.</p>	<p>Communication Studies has faced cuts to its forensics budget despite the growth and success of the team. Their district-funded budget of \$6400 was eliminated several years ago, then only partially reinstated, and has faced more cuts. Their curricular funds have also been cut. They need a restored or increased budget to support their growing forensics team.</p>

	<p>Music needs a budget for piano tuning and another for special events (master classes, workshops, etc.).</p> <p>The RAW Center has faced difficulties in staffing due to increased salaries, while the budget has remained fixed. Also, the practice of including RAW tutoring as part of load has prevented many part-time faculty from tutoring, making it difficult to staff the center. RAW needs to reinstate afternoon and evening hours and online tutoring services. RAW would also like to integrate with other tutoring services across campus to provide more comprehensive support for students. Students report high levels of satisfaction with the RAW center; over 90% of students surveyed responded that RAW tutoring helped them improve their writing and grades.</p> <p>From meeting:</p> <p>Cutting of funds/support for travel and special events.</p> <p>RAW budget Music and theater needs more budget</p> <p>1E--dance wants more increased funding—clarify that they mean FTEF</p> <p>Mass comm has been getting CTE grant funds.</p> <p>Funding to hire students for paid inters for summer musicals.</p>

<p>Human Resources</p>	<p>Art would like to hire a full-time Art History professor to expand the program and facilitate the creation of an Art History ADT.</p> <p>Communication Studies needs to replace the forensics assistant position that was cut in 2007. They expressed high levels of frustration at never having this position replaced despite yearly requests and the growth of the forensics team.</p> <p>Communication Studies would like to hire an instructional assistant to support their courses.</p> <p>Dance would like to hire an additional part-time instructor.</p> <p>ESL needs a replacement for a full-time position due to a retirement.</p> <p>In Mass Communications, staffing is difficult with only one FT faculty member and part-time instructors who are also busy with their journalism careers.</p> <p>Music needs reassigned time for student recruitment and outreach. They also need an additional full-time instructor to coordinate the commercial music and band programs, and classified professional support (instructional assistant and accompanist). Music also needs a counselor with a performing arts emphasis to help students navigate repeatability policies.</p> <p>Music and Theater Arts both need a piano accompanist and stage technicians. Music needs a stage manager/sound technician position, and Theater Arts needs a stage technician with specialization in audio engineering and video projection/3D mapping. Theater Arts also needs a costume specialist.</p> <p>Theater Arts hopes to hire an additional full-time instructor specializing in musical theater, acting and theater history. They would also like to hire student interns to help with the summer musical.</p> <p>From meeting: IAs in English, Senior instructional assistant.</p> <p>More time for admin be able to help with grants. (English)— Grants/restricted funds processing office or coordinator</p> <p>Suggestion—which grant? (BSOT?)</p> <p>Music wants an IT person who specializes in theater equipment.</p>
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<p>Hiring and staffing needs.</p>	
<p>Learning Support</p>	<p>Communication Studies has immediate need of a Newspaper database in the library.</p>
<p>Services provided to support student learning, such as tutoring and library support.</p>	<p>ESL worked with the library to create a dedicated library space (BELL section) for books/materials for English language learners.</p> <p>ESL purchased ear plugs and fidget spinners to aid students with learning disabilities.</p> <p>Communication Studies and ESL plan to co-create a workshop for ESL students to help ESL students transition to non-ESL courses.</p> <p>Music needs expanded tutoring services and add music mentors.</p> <p>Because its budget has remained static while salaries have increased, the RAW Center has seen severe cuts to its hours, dropping from 24 hrs/week in F16 to 16 hrs/week in F17. Due to these cuts, the center can no longer offer late afternoon/evening support.</p> <p>Visual Communications has their first student tutor in the tutorial center.</p> <p>From meeting:</p> <p>Implementation of Nettetutor Problems with NetTutor</p> <p>English Smartshops Subscriptions to literary magazines and journals Instructional assistant to provide learning support</p> <p>More support for diverse students (Umoja, Puente)</p> <p>Master class (dance)</p> <p>Support needed for learning support and library resources</p>

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LPC Planning Priorities	Music has requested expanded tutoring services, and the RAW Center has faced severe cuts in hours despite the priority regarding expansion of tutoring services.
Available here: https://goo.gl/LU99m1	English loss of basic skills 1A
Pedagogy/ Teaching Methods	Dance changed curriculum in DANC 1 in order to better accommodate a variety of student levels/ability, based on SLO findings.
The process of teaching students. Not limited to instructional programs/ areas. Might include teaching/counseling/ tutoring methodology, class activities or course design.	ESL changed their department textbooks for reading and writing courses. They also created new outcomes and assignments for the research component of these courses. They created uniform grammar materials based on SLO assessment results.
	Philosophy created a new CSLO regarding respectful dialogue. They created new materials and teaching methods to emphasize this skill, and found that this enhanced the classroom environment, although it was difficult to measure this progress through a formal assessment.
	Mass Communications hopes to incorporate more visual media.
	Comm studies wants more online options.
	Music has changed how they offer classes
	From meeting:
	English has grants, veteran's and innovations grant
	art got new busts

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	Philosophy needs to contact SLO committee
Professional Development	<p>Mass Communications faculty attended the Journalism Association of Community Colleges conference twice per year.</p> <p>Mass Communications presented on the topic of the student press for the F17 Flex Day.</p>
Activities and resources to enhance employee knowledge and skills.	<p>Music faculty regularly participate in professional organizations and conferences (Music Association of California Community Colleges, MTNA GP3 [Group Piano and Piano Pedagogy] Forum) but needs more funding to continue these activities.</p> <p>From meeting: Theme—inclusion, interventions, meaningful assessments</p> <p>Strong desire for more conference funding</p> <p>English wants to increase funding for CORA.</p> <p>Want to train IAs in reading and writing support.</p> <p>Task force on effective grading.</p> <p>Challenge—theater arts need training for new equipment based on CTE</p>
Services to Students	<p>Ongoing study of placement processes in English</p> <p>Umoja linked courses</p>
Non-instructional services provided to students. Not limited to Student Services programs/areas.	<p>Comm wants to continue their travel</p> <p>ESL conversation corner.</p> <p>(See Jennie's on ESL)</p>

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SLOs/SAO Process	<p>Art rewrote course SLOs.</p> <p>Mass Communications saw a slight dip in their MSCM 31 scores, due to an updated rubric that the program believes is a more accurate measure of student achievement.</p>
<p>The process of creating, recording and assessing SLOs/SAOs (not the SLO findings; those could appear under pedagogy, curriculum, enrollment management, equipment, etc.)</p>	<p>From meeting:</p> <p>SLO work is ongoing but in different phases.</p> <p>Planning was not always understood.</p> <p>(see Jennie’s note).</p> <p>We need training on how to do the planning piece.</p>
Technology Use	<p>Mass Communications has largely finished the creation of new archives for <i>The Express</i> and <i>Naked</i> magazine. They will be creating a new website for <i>The Express</i>, which will also incorporate the archives.</p>
<p>How technology is used to instruct/serve students or for other college functions.</p>	<p>Communications need the presentation options</p> <p>Music is using new technology curriculum ???</p> <p>Music has numerous technology needs.</p> <p>Implementaiton of Nettutor—but is it as good as RawCenter.</p>

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<p>Suggestions</p>	<p>Program X: They could possibly give an example or explanation of how students are hindered from completing the degrees, since this is an important factor in arguing that increased Art classroom should be a campus priority. (Section 1 Question H)</p> <p>Program Y: What type of technology for visual aids do they need, exactly? If they are planning to request it, they may want to spell this out a little. (Section 1 Question I)</p> <p>Program Z: There is now a newspaper library database—is this adequate for the program’s needs?</p>
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