

Los Angeles City College  
Comprehensive Program Review 2008

Speech Department

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**XI. Dean's Review and Recommendations**

**I. Department Mission**

*Does the department's mission statement reflect the goals and activities of the department? Is it aligned with the college mission? Explain.*

The mission statement should be more concise. At present it is a definition of Speech as opposed to the department's purpose in terms of educating students. The mission should address the following concepts: to fulfill the requirements of the AA degree, prepare students for transfer and to assist in an individual's personal development in regards to public speaking. Currently, the department does not directly address the college mission.

**II. Department Overview**

*Does the department's analysis of trends in enrollment and achievement accurately reflect the data? Have any issues been identified? Explain.*

The department associated its rising and declining enrollment trends to outside factors such as the economy and to campus factors such as tuition rates and class cuts in a general manner, without addressing more specific data.

The department needs to provide data which supports their analysis that retention and success rates are higher than the campus average.

The citation of specific awards and commendations, included in the report, supports their student success.

While having a higher campus average of adjunct faculty members to contract faculty could be justification for a growth position, the large proportion of fulltime faculty with release time does not warrant this perceived need. Adjunct faculty members must adhere to curriculum standards outlined in the Title V updates. And failure to do so, should result in negative evaluations. Lack of curricular consistency attributed to adjunct faculty is not justification for a growth position.

**III. Vocational Programs**

*Does the department's analysis of labor market demand, advisory board activities and accreditation status (if applicable) reflect the data? Have any issues been identified and are they adequately addressed with appropriate action plans? Explain.*

Speech is not a vocational department.

**IV. Curriculum**

*Does the department's analysis of enrollment trends accurately reflect the data? Has adequate progress been made in developing and assessing student learning outcomes at the course and program level? Are Title 5 course outline updates current? Has adequate analysis of course scheduling been provided? Explain.*

An explanation for the high summer and winter intersession success rates warrants investigation. Perhaps it is due to university students with better skills enrolling during this time period.

The department recognized a relationship between decreased enrollment in Speech 130 and the times the course is offered from semester to semester.

The mentioned establishment of the Communications Study major should further strengthen the department.

Title 5 updates for the two courses last updated in 1999 and indicated as being in progress need to be completed. The department should include in the table courses that have identified SLOs.

There is no comment regarding the status of the Title 5 update for Speech 130. This course is the same one that was identified above in this section as having a decreased enrollment. Clearly, this course needs to be updated, and the update might want to take into consideration how to attract more students. It is time to revisit the curriculum.

Though no SLO assessments have been completed, the department indicates that it has begun assessments. The department indicates that their identified SLOs align with a broad spectrum of campus core competencies.

Five new courses have been identified for curriculum development.

The department has indicated a student demand for Speech 61 during winter and summer intersessions. This scheduling would require the hiring of an additional Instructional Assistant. There should be an analysis of the potential FTES increase to determine if this scheduling and hire would be economically feasible.

The department indicates successful Speech classes at high school locations and acknowledges the necessity for additional outreach in this area.

The department indicates that it collects and reviews syllabi from part time faculty yet acknowledged, in an earlier section, that they experience problems with faculty not following Title V course guidelines.

## **V. Departmental Engagement**

*Has the department provided a full description of departmental engagement? Explain.*

The department is clearly engaged in campus and district activities. The department evidences positive interdepartmental collaborations. However, in a prior section, they acknowledge that the large percentage of faculty with release time is negatively affecting course consistency.

## **VI. Professional Development**

*Has the department provided a full description of professional development? Explain.*

All fulltime faculty members are actively engaged in professional development activities. More than 2/3 of the adjunct faculty did not contribute to the documentation of their professional development activities. The department needs to more fully engage the adjunct faculty, which may benefit course consistency.

## **VII. Support and Activities**

*Has the department provided a full description of support needs of the department? Explain.*

In Section VII, Table a, the department indicates the Library references provided by the college are sufficient to support up-to-date program instruction. Yet, in Section IX a, they indicate they need more budget support for additional instructional/library materials.

The department also indicates that there are adequate services provided in compliance with program needs for meeting health and safety requirements; but cites mold in the Clinic and falling ceiling tiles. Mold is a bigger issue that should not involve custodial staff. It is recommended that the department change "Yes" to "No" in Table a.

The department has indicated a perception that the counselors discourage students from taking Speech/ESL courses and give incorrect sequencing information to them. The chair should meet with the new counseling chair to re-investigate this matter and come up with a workable solution.

The department is to be commended for the success of the debate and individual events teams. They consistently rank as one of the five best teams in the nation, in competition with four year schools.

## **VIII. Resources: Personnel, Equipment and Facilities**

*Has the department provided a full description of resource needs of the department? Explain.*

Campus wide issues concerning the need for secretarial support for the chairs and instructional assistant support for the labs are evident in this department as well.

The department should explain or justify their need for the web cams and related software in the Clinic.

Because the Speech Department was overlooked during the building and renovation programming, they are spread out in two locations. The Speech Clinic is located in the basement of the Learning Resource Center and the rest of the faculty are located in the Communications Building. The chair and faculty of the Cinema/TV Department agreed to share space with the department, including a Squad Room for the Forensics program.

## **IX. Planning and Budget**

*Do the planning goals and action plans reflect the issues raised in the self study? Are they aligned with the Educational Master Plan and the College Strategic Plan? Explain.*

The department indicates more support budget is needed for additional library support media materials, yet they have failed to identify this shortcoming in Section VII a.

The department indicates in its planning assumptions in Section c. a need to increase the number of Speech 101 courses due to demand. There needs to be more data supporting this recommendation before any additional sections are added. Recent statistics show that there are still many available seats in several of the sections to support this demand. To increase the number would decrease the efficiency of the department's offerings.

If the department adds the A.A. degree, it will make them less efficient in many ways. They will have to offer upper division courses that tend to have lower enrollments and would, then, need to hire additional instructors. This program would not necessarily increase the attendance in the 101 courses, since students take them anyway as part of the transfer requirement. Offering this degree needs deeper analysis.

## **X. Final Summary by Discipline**

*Are all items identified as a Major Concern addressed with a goal and action plan? Explain.*

The department is fully engaged in campus activities and committees.

The department needs to address the disparity among faculty in communicating departmental learning expectations.

The lack of appropriate facilities is a huge issue that needs to be addressed.

More classified staff are needed to support the Speech Clinic's expanded program.

## **XI. Department Strengths and Weaknesses**

*Has the department provided an adequate analysis of departmental strengths and weaknesses? Explain.*

The department identified their national student achievements as a significant strength.

The department recognizes the need to centralize their departmental facilities. The current fractured state of affairs is detrimental to department health and program efficiency.

The fulltime faculty's commitment to campus and district activities is both a strength because of their engagement and a weakness because the release time keeps them from working in the classroom.

## **XII. Recommendations/Commendations**

*What recommendations based on your comments do you have for this department? What commendations do you have for this department? Explain.*

Curriculum: Title 5 updates for the two courses last updated in 1999 and indicated as being in progress need to be completed. The department should include courses that have identified SLOs.

There is no comment regarding the status of the Title 5 update for Speech 130. This course is the same one that was identified in Section II as having a decreased enrollment. It is time to revisit the curriculum.

No SLO assessments have been conducted. The department should do so in the fall 2008 semester.

The department should investigate further the impact of offering an A.A. degree program which entails the incorporation of upper division classes which tend to have lower enrollments, and would negatively impact departmental efficiency.

Personnel: The department needs more IA support in the Clinic. However, the requested need for more fulltime faculty is not justified given the number of release time hours fulltime faculty members spend outside of the classroom.

Equipment: The department should justify the need for web cams in the Clinic.

Facilities: The department lost classroom space in the bungalows and was overlooked during the programming phase to relocate departments. The administration should find suitable facilities in closer proximity to allow for more efficiency in day-to-day operations.

The department is to be commended for the faculty's engagement in campus and district activities.

The department is to be commended for its nationwide excellence in Forensics.