2009-2010 Instructional Program Review and Planning Supplemental Form

Please complete this form for each priority you identified in the 2008-2009 progress report (review these at PRP Supplemental Report Form). Please list at the end of this form the faculty and staff who participate in this report. Forward (1) a hard copy to Instructional Services and (2) email a Microsoft Word copy to jdecker@palomar.edu no later than 3/05/2010.

Department World Languages	Department Priority # 2	☐ No funding/resources are being requested
Program/Discipline: Spanish		Program/Discipline Priority # FOR 2010-2011: 1

To establish a priority, use the current Program Review and Planning (PRP) document submitted Spring 2009 (posted at PRP Supplemental Report Form) for this program or discipline. Identify from Box #2 in the PRP a priority for the upcoming academic year or develop a priority based on the data analysis discussed in Box #2.

*2. Data Analysis (restate or summarize the data analysis from the PRP):
There is an urgent need to hire new faculty in the World Languages Department: --Only one hire since 2001; --Three retirements since then; --Five of the seven languages have 100% part-time faculty; --It is increasingly difficult to find qualified instructors for offered courses in several languages; --There are not enough full time faculty members to attend to department responsibilities, administrative duties, committees, shared governance and other college responsibilities.   For example, recent efforts to create SLO's for all disciplines were complicated by five of the languages not having full-time faculty; --There are now only 7 full-time faculty in our department, with 4 of them exceeding 30 years of service at Palomar College. We need to hire now to ensure continuity in department operations.   --All the instructors exceeding 30 years of service are from the Spanish discipline and represent over 67% percent of the full-time faculty. There is an urgent need to bring new instructors in to avoid a dramatic interrruption of the program. Spanish FTEF is above 17 with only 6 full-time faculty. This is our most popular discipline and enrollment continues to rise each year.

*3.a/b. Describe your goal (priority) based on data analysis from the PRP:
Our goal it to reduce our part-time FTEF which now exceeds 70% for the department and 100% for the discipline. This will also help the department to operate more efficiently and better ensure continuity with the eventual retirements of our senior members.

Resources requested: Identify all the resources you are requesting to support the implementation of this priority. These resources would be additional funding needed beyond what is already provided to the discipline through the base resource allocation process.	Describe the resource(s) requested	Cite page(s) that provide rationale for this priority request	Estimated Amount of Funding Requested	New, one-time funding	New, on-going funding
*4.a. Equipment – Per unit cost is ≥$500 (microscopes, table saw, etc.)					
*4.a. Technology (computers, data projectors, document readers, etc.)					
*4.b. Budget for 4000s - Per unit cost is ≤$500 (supplies)					
*4.b. Budget for 5000s – Printing, maintenance agreements, software license, accreditation fees, etc.					
*4.c. Facilities					
*4.d. Faculty position	**Hire two Full-time faculty for Spanish Discipline**	**Page 4 of Department PRP**	**$110,000**		**X**

*Numbering parallels sections in original Program Review and Planning document
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*4.e. Classified staff position (contract)				
*4.e. Classified staff position (hourly)				
		TOTAL $110,000		

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How will you evaluate whether or not you have met your goal/priority with the requested resources?
Part-time FTEF percentage for the World Languages Department and the Spanish language program will decrease. There will be more full-time faculty to share the non-teaching activities such as departmental responsibilities, administrative duties, committees, shared governance, and other college chores.

What evidence will you provide to reflect the impact these resources had on student learning?
Student interest and enrollment will increase in Spanish. Assessments and evaluations will indicate increased learning and retention.

*5. Strategic Plan goal or objective addressed by this priority in **Strategic Plan 2013**?	Course(s) & SLO(s) addressed by this priority in **Curricunet**?	Program(s) and SLO(s) addressed by this priority (program is defined as a certificate, degree, or discipline) in **Curricunet**?
Goal 4: Recruit, Hire and Support diverse faculty and staff to meet the needs of students	**Yes**	**Yes**

6. Reflect on the progress your discipline and/or department is making on defining, implementing, and assessing course, program, GE/Institutional level SLOs. What have been the benefits and what have been the challenges?
With the very large precentage of FTEF being provided by a large number of part-time faculty, SLO's are providing students with a well-planned, standardized and predictable learning experiences. Completing the SLO's has been a challenge since five of the seven disciplines we offer are taught by part-time faculty only. The part-time faculty members have tackled the creation of SLO's but there are scheduling difficulties which impact collaboration

Individuals completing this Program Review and Planning Supplemental document:

Name(s):	Signatures:	Date:
Chantal R. Maher		
Carlos Pedroza		

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