

IMPERIAL VALLEY COLLEGE
PROGRAM REVIEW COMPLIANCE FORM AND REQUEST FOR RESOURCES




PROGRAM/DEPARTMENT World Languages & Speech Communication

ACADEMIC YR. 2012-2013

- Comprehensive Program Review
- Annual Assessment
- Request for Resources (check all that apply)

Please analyze your Program Review data as well as your SLO/SAO assessment findings in order to update to your Comprehensive Program Review report as needed. All changes to area needs and subsequent requests for additional resources must be reported at this time.

If your program is scheduled for a Comprehensive Program Review all forms are to be completed and submitted to the appropriate Dean/VP. If you are completing the annual Program Review Assessment only and have no changes to area needs, sign below and submit this form to appropriate Dean/VP. If your needs have changed as a result of your annual assessment of program review data, please complete the appropriate Request for Resources form(s) and submit to appropriate Dean/VP.

 Signature of Program Chair/Director	<u>2/17/12</u> Date	 Signature of Area Dean	<u>2/17/2012</u> Date
 Signature of Area Vice President	<u>3-7-12</u> Date		

Please attach the following documents to this Program Review Compliance form if you are requesting additional resources:

- ✓ Comprehensive Program Review
- ✓ Data Analysis Form
- ✓ SLO/SAO Assessments
- ✓ Request for Resources Forms



Imperial Valley College

Program Review

Org: 211, Description: Arts and Letters						
Acct Description	Fund Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio
4340 Media Materials	11001 Unrestricted - General	\$0.00	\$250.00	\$235.00	Acquisition of DVDs, Software, etc.	7
4401 Non-Instructional Supply / Ma	11001 Unrestricted - General	\$0.00	\$500.00	\$475.00	Acquisition of non-teaching material	7
4455 Copying/Printing	11001 Unrestricted - General	\$793.33	\$4,580.00	\$3,440.00	Each department was allocated printing funds	10
4460 Office Supplies	11001 Unrestricted - General	\$0.00	\$1,542.00	\$845.00	Office Supply Account	9
5110 Consulting Services	11001 Unrestricted - General	\$0.00	\$615.00	\$515.00	Workshops, Trainings, Presentations, Professio	8
5310 Memberships and Dues	11001 Unrestricted - General	\$0.00	\$200.00	\$190.00	Membership Dues to Professional Organizator	9
5640 Equipment Repairs	11001 Unrestricted - General	\$0.00	\$400.00	\$160.00	This account is used for equipment repairs	8
5860 Postage	11001 Unrestricted - General	\$0.00	\$50.00	\$40.00	Routine Operational Costs	5
Totals:		\$793.33	\$8,137.00	\$5,900.00		

Actual Grand Total: \$793.33
Budgeted Grand Total: \$8,137.00
Requesting Grand Total: \$5,900.00



Imperial Valley College

Program Review

Org: 211, Description: Arts and Letters						
Acct Description	Fund Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio
4455 Copying/Printing	11002 Summer School	\$0.00	\$0.00	\$200.00	Summer 2013 - Printing funds for WLSC faculty	10
Totals:		\$0.00	\$0.00	\$200.00		

Actual Grand Total:	\$0.00
Budgeted Grand Total:	\$0.00
Requesting Grand Total:	\$200.00



Imperial Valley College

Program Review

Facilities Resource Requests

FACILITIES NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1100 - World Language/Speech:										
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Excellence in Education - Provide a college	Classroom Furniture (Debate Table)	\$200	1	3	Yes	No		\$200
2	2	Excellence in Education - Provide a college	Language Acquisition Lab	\$90,000	1	10	Yes	No		\$90,000
Totals:										\$90,200

Long Justifications:

- 1 The Speech 180 class needs to have a designated room. In this room a debate table would be necessary.
- 2 A Language Acquisition Center would help student success in Language classes. The center does not have to be a new building, perhaps IVC could designate two rooms for this purpose and purchase 32 computers per room.

Grand Total: \$90,200



Imperial Valley College

Program Review

Staffing Resource Requests

STAFFING NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1100 - World Language/Speech:										
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Excellence in Education - Provide a college	New/replacement Faculty (Speech)	\$80,000	2	1	Yes	No		\$160,000
2	2	Excellence in Education - Provide a college	New Part-time instructor (French)	\$4,500	1	2	Yes	No		\$4,500
									Totals:	\$164,500

Long Justifications:

- 1 The Speech department has gone from 4 to 2 full time instructors in the past 4 years. Our current two full time instructors have been teaching 9-15 units of overload during this period. We need two more full time instructors to keep the quality of instruction and meet the needs of our students.
- 2 We only have one full time instructor and he has been teaching overload in order to grow the French Program. We need a new part time instructor to diversify our offerings so that student could have a variety of teaching styles. Moreover, its difficult to continue teaching overload for our current full time instructor since language classes absorbed a great amount of time.

Grand Total: \$164,500



Imperial Valley College

Program Review

Technology Resource Requests

TECHNOLOGY NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1100 - World Language/Speech:										
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Excellence in Education - Provide a college	Desktop (for Faculty)	\$1,200	3	1	Yes	No	Computers	\$3,600
2	2	Excellence in Education - Provide a college	Tablets (for WLSC Department Use)	\$900	3	2	Yes	No		\$2,700
									Totals:	\$6,300
Long Justifications: 1 Three of our fulltime faculty have old sluggish desktops. 2 Tablets Are the Best Way to Show Textbooks Resources Classrooms Are Ready for Tablets Tablets Fit all Teaching Styles Tablets Have the Software to Communicate with Students Tablets Integrate With Education IT Trends Tablets Make E-books more accessible in the classroom.										

Grand Total: \$6,300