

1. Assessment Plan - Three Column



PIE - Humanities & Social Sciences: World Language Unit

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>1. Where We Make an Impact: Closing the Loop on Goals and Resources</i>
<p>Academic Development 6 - Develop Arabic for Heritage Speakers. Status: Active Goal Year(s): 2019-20 Date Goal Entered (Optional): 07/18/2017</p>	<p>In Progress - Develop Arabic for Heritage Speakers. *Describe Plans & Activities Supported (Justification of Need): Funding for adjunct professor (no FT professor is qualified to complete this type of curriculum development) *Lead: Serena Ott Planning Unit Priority: High One-Time Funding Requested (if applicable): 3000</p>	
<p>18-19 Improve classroom utilization - Make the classrooms more functional. Status: Active Goal Year(s): 2018-19, 2019-20 Date Goal Entered (Optional): 06/12/2018</p>	<p>Request - Full Funding Requested -</p> <ol style="list-style-type: none"> 1) Add casters to the student chairs in Bldg 77 2) Add pencil sharpeners in each classroom in Bldg 77 3) Add a computer and printer in the Language Department storage room in 77 (+budget for toner) 4) Add furniture in storage room in 77 5) Add small cabinet in classrooms in 77 6) Add scantron machine in 26A workroom 7) Add sanitizer in classrooms in 77 8) Repair screen in 26B - 3561 9) Repair projector in 66-248 	<p>Reporting Year: 2018-19 % Completed: 50</p> <ol style="list-style-type: none"> 1) Add casters to the student chairs in Bldg 77: ON GOING 2) Add pencil sharpeners in each classroom in Bldg 77 DONE 3) Add a computer and printer in the Language Department storage room in 77 (+budget for toner) ON GOING 4) Add furniture in storage room in 77 ONE ITEM PENDING (SHELVES IN 2 CLOSETS) 5) Add small cabinet in classrooms in 77 ON GOING 6) Add scantron machine in 26A workroom ON GOING 7) Add sanitizer in classrooms in 77 ON GOING 8) Repair screen in 26B - 3561 OBSOLETE 9) Repair projector in 66-248 DONE (06/17/2019)

Unit Goals

Resources Needed

1. Where We Make an Impact: Closing the Loop on Goals and Resources

***Lead:** Serena Ott

Planning Unit Priority: High

Request - Full Funding Requested -

Casters for students' desks in building 77

***Describe Plans & Activities**

Supported (Justification of Need):

Students need to be able to move their chairs easily in order to participate in group work. The professor also needs to be able to move chairs out of the way to facilitate conversational activities. The present chairs are very heavy to move.

(4 classrooms x 35 chairs = 140 chairs @ \$20 per set of four casters) = \$2800

***Lead:** Serena Ott & Solène

Alghannam

Type of Request: NON

INSTRUCTIONAL EQUIPMENT:

Tangible property with useful life of more than one year, other than land or buildings improvements, equal and over \$500 per individual item. Used for administrative or non-instructional purposes.

Planning Unit Priority: High

One-Time Funding Requested (if applicable): 2800

Request - Full Funding Requested -

Improved projectors for film classes (French culture through cinema ; Italian Culture through cinema)

***Describe Plans & Activities**

Supported (Justification of Need):

Students should be able to fully view films in their aesthetic complexity. This is not possible considering the

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current conditions of the projectors. Colors are faded and the image itself is unclear and tinted yellow.

***Lead:** Serena Ott & Solène Alghannam

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: High

One-Time Funding Requested (if applicable): 13000

Request - Full Funding Requested - Computers and printer for Adjunct office

***Describe Plans & Activities Supported (Justification of Need):** Adjunct professors need access to computers and a reliable printer. Currently the 50 adjuncts share three computers with adjuncts from SIGN and AMLA. 330\$ per computer and 100\$ per printer

***Lead:** Serena Ott & Solène Alghannam

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Unit Goals

Resources Needed

1. Where We Make an Impact: Closing the Loop on Goals and Resources

Planning Unit Priority: High
One-Time Funding Requested (if applicable): 430
Request - Full Funding Requested -
Dedicated Cinema Classroom
***Describe Plans & Activities Supported (Justification of Need):**
Remodel a classroom/s in Building 26 to accommodate three large, 40 seat capacity courses that are dedicated to the study of Culture Through Cinema: Italian 60, French 60, and Literature 15 (Introduction to Cinema). Students should be able to fully view films in their aesthetic complexity. This is not possible considering the current conditions of the projectors. Colors are faded and the image itself is unclear and tinted yellow. Additionally, the room orientation must be designed such that opening the door does not flood the screen with daylight. The remodel should include a high quality projection and sound system, appropriate lighting and blinds for windows.
***Lead:** Serena Ott
What would success look like and how would you measure it?:
Increased student success in Culture Through Cinema courses.
Type of Request: FACILITIES: This section includes minor building improvement projects and alterations to specific rooms or operational areas.
Planning Unit Priority: High
One-Time Funding Requested (if applicable): 100000

Unit Goals

Resources Needed

1. Where We Make an Impact: Closing the Loop on Goals and Resources

Request - Full Funding Requested -

Pinters and computers in faculty workrooms

***Describe Plans & Activities**

Supported (Justification of Need):

Adjunct professors need access to computers and a reliable printer. Currently the 50 adjuncts share three computers with adjuncts from SIGN and AMLA.

330\$ per computer and 1000\$ per printer

***Lead:** Serena Ott

What would success look like and how would you measure it?:

Increased instructor access to necessary equipment.

Type of Request: NON

INSTRUCTIONAL EQUIPMENT:

Tangible property with useful life of more than one year, other than land or buildings improvements, equal and over \$500 per individual item. Used for administrative or non-instructional purposes.

Planning Unit Priority: High

One-Time Funding Requested (if applicable): 5000

Request - Full Funding Requested -

Computer, Printer, and Furniture in 77 Storage Room

***Describe Plans & Activities**

Supported (Justification of Need):

World Languages have four new classrooms in building 77 along with a small room for storage and support materials. The classrooms are not near their offices or other support areas. This new area needs to be furnished with a computer,

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printer, storage shelves and compartments so that it is fully functional.

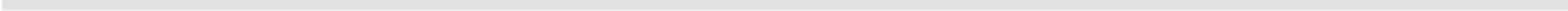
***Lead:** Serena Ott

What would success look like and how would you measure it?:
Increased instructor access to necessary equipment.

Type of Request: NON INSTRUCTIONAL EQUIPMENT:
Tangible property with useful life of more than one year, other than land or buildings improvements, equal and over \$500 per individual item. Used for administrative or non-instructional purposes.

Planning Unit Priority: High

One-Time Funding Requested (if applicable): 3000



19-20 Hire full-time Korean/Japanese professor - Hire full-time Korean/Japanese professor

Status: Active

Goal Year(s): 2019-20

Request - Full Funding Requested - Japanese/Korean instructor full-time

***Describe Plans & Activities Supported (Justification of Need):**
Japanese enrollment has been strong over the last years. There is one full-time professor and twelve adjunct professors. The program is bound to grow with Japanese 5 being offered on a regular basis now. It is also bound to grow with the implementation of online classes in spring 2020. Korean will also be offered at that time. We need to hire a second full-time Japanese professor who can help maintain the Japanese program as well as promote and grow the Korean program.

***Lead:** Solène Alghannam & Serena

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Type of Request: OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/ consultant, rent/ leases, repairs/ maintenance, and other misc. services. May also include request for travel and conference that does not require the assistance of POD.
Planning Unit Priority: High

Improve Student Access to instructional materials - Improve Student Access to instructional materials, particularly to the films in the cinema classes.
Status: Active
Goal Year(s): 2019-20
Date Goal Entered (Optional): 06/17/2019

Request - Full Funding Requested - Membership to online film base for cinema classes
***Describe Plans & Activities Supported (Justification of Need):** Students need access to the films shown in class for their assignments. The films should be accessible via Canvas and without charge to students. This will greatly benefit students in culture through cinema classes as well as language students who are shown film clips in class. This is a necessary first step in order to offer French and Italian Culture through Cinema online. It will also allow for MtSAC to be in ADA compliance when showing films and will benefit international students who can watch the films with subtitles in a language of their choice. Currently the library does not have streaming services for the films we usually show.
***Lead:** Serena Ott & Solène Alghannam
Type of Request: OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/

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consultant, rent/ leases, repairs/ maintenance, and other misc. services. May also include request for travel and conference that does not require the assistance of POD.

Planning Unit Priority: High

On-Going Funding Requested (if applicable): 1000

Request - Full Funding Requested - classrooms with lights off completely (Especially for film base classes)

***Describe Plans & Activities Supported (Justification of Need):**
 We need a better learning environment for film base classes. Some classrooms have the lights on permanently. They cannot be turned off. Consequently, it is hard to watch the movies with the lights on, especially when colors' analysis is important for the movie itself.

***Lead:** Serena Ott & Solène Alghannam

Type of Request: FACILITIES: This section includes minor building improvement projects and alterations to specific rooms or operational areas.

Planning Unit Priority: High

Raised chair for classroom in 66-248 -
 Secure a functional and safe raised chair for the classroom in 66-248

Status: Active

Goal Year(s): 2019-20

Request - Full Funding Requested - Raised chair

***Describe Plans & Activities Supported (Justification of Need):**
 There no longer is a safe chair for the professor to sit on. Requesting a replacement of the broken chair in 66-248.

***Lead:** S. Ott S. Alghannam

What would success look like and

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how would you measure it?: The professor will be able to sit in class.
Type of Request: NON INSTRUCTIONAL EQUIPMENT:
 Tangible property with useful life of more than one year, other than land or buildings improvements, equal and over \$500 per individual item. Used for administrative or non-instructional purposes.
Planning Unit Priority: High
One-Time Funding Requested (if applicable): 200

Improved Sustainability - Reduce paper and plastic use
Status: Active
Goal Year(s): 2019-20

Request - Full Funding Requested -
 Projector and computer in conference room (66-218)
***Describe Plans & Activities Supported (Justification of Need):**
 Having a laptop available in the conference room as well as a fixed projector will greatly enhance productivity of department meetings as well as reduce paper waste. It will benefit all department in the Humanities Division.
 \$330 per computer and \$13,000 per projector
***Lead:** Serena Ott & Solène Alghannam
Type of Request: NON INSTRUCTIONAL EQUIPMENT:
 Tangible property with useful life of more than one year, other than land or buildings improvements, equal and over \$500 per individual item. Used for administrative or non-instructional purposes.
Planning Unit Priority: High
One-Time Funding Requested (if

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applicable): 13330

<p>Access to cultural instructional experiences - Provide access for students to food representing cultural topics addressed in class. Food is central to understanding culture and many students do not have the means to purchase the items out of class. Status: Active Goal Year(s): 2019-20</p>	<p>Fund 10 food samplings throughout the semester (10 x \$100 = \$1,000) *Describe Plans & Activities Supported (Justification of Need): We would like to establish an ongoing budget to integrate food sampling in our classes. Every single language class and level has at least one food sampling opportunity per semester. On average a food sampling costs the professor \$100 out of pocket. We would like to fund ten food samplings for all languages departments. *Lead: S. Ott S. Alghannam Type of Request: LOTTERY: Instructional materials that are designed for use by pupils and their teachers as a learning resource and help pupils acquire facts, skills, or opinions or to develop cognitive processes. Planning Unit Priority: High On-Going Funding Requested (if applicable): 1000</p>
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<p>Support Spanish 1 for Public Service - Support Spanish 1 for Public Service Status: Active Goal Year(s): 2019-20 Date Goal Entered (Optional): 06/17/2019</p>	<p>Request - Full Funding Requested - Book covers for public service Spanish Class *Describe Plans & Activities Supported (Justification of Need): Every semester the Spanish 1 for Public Service require book covers for their additional vocabulary handouts. Quote \$20 per semester. \$20.00 for 25 books cover per semester *Lead: Serena Ott & Solène</p>
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Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.
Planning Unit Priority: High
On-Going Funding Requested (if applicable): 20

New classrooms - Secure new classrooms (35 and 24 cap)
Status: Active
Goal Year(s): 2019-20

Request - Full Funding Requested -
 The Language Department offers over 100 sections each semester. We are in dire need of classrooms during peak scheduling time. Both a 35 cap classroom and a 24 cap classroom are needed. The 24 cap would be for the upper level language classes.
***Describe Plans & Activities Supported (Justification of Need):**
 Both a 35 cap classroom and a 24 cap classroom are needed.
***Lead:** S. Ott S. Alghannam
Type of Request: FACILITIES: This section includes minor building improvement projects and alterations to specific rooms or operational areas.
Planning Unit Priority: High