

Reading Department Plan

Long Beach City College

Dept - Reading

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Mission: College and workplace reading requires complex and critical thinking. Therefore, the Reading Department's mission is to help students become proficient and critical readers. A varied, balanced, rigorous, and research-based curriculum is the foundation of Long Beach City College's Reading Department.

Description: The Reading Department serves a diverse population of students who have not met LBCC's minimum reading proficiency requirement. Incoming students are assessed during the college's matriculation process and a reading class is recommended. We offer a sequence of classes: Reading Basics, Reading Essentials, Reading Development, Reading Improvement, Reading Proficiency or Power Reading (both transferable). Two additional transferable courses are Analytical Reading, which satisfies Plan B's critical thinking requirement, and an elective course, Vocabulary Building. The Department provides both day and evening classes at LAC and PCC.

Summary of Access, Productivity & Students access our courses through LBCC's assessment process. Our entry level course, Read 880, is accessible to anyone. Subsequent levels in the sequence have a prerequisite as does Analytical Reading.

Effectiveness: Vocabulary Building has open access. From 2008-2010, we have served approximately 1,900 students per year. Our effectiveness averaged 64%, while our retention rate averaged 80%. Our completion rate averaged 64%. One noticeable trend is the higher ratings in each category: effectiveness improved almost 10%, retention 5%, and completion 8%.

Internal Conditions (see Help for list): Reading classes typically have lengthy wait lists, but our current class offerings are limited by the following conditions: Smart classroom availability, as well as overall classroom space during peak times; and lack of funding due to the state's current budget constraints. Our newly formed department lacks internal clerical help to support students and faculty. The additional workload required by SLO and GEO assessments without technical and clerical support negatively impacts the department. Lack of adequate staffing has deterred the opening of a separate reading success center that would serve the needs of all LBCC students. In July, 2011, the College eliminated the position of Reading Program Specialist. This position was responsible for compiling and evaluating current reading assessment data as it relates to student achievement and Student Learning Outcomes.

External Condition-Regulatory/Legislative The state of the current economy and lack of funding flowing to community colleges has necessitated a decrease in course offerings.

Changes:

Faculty & Staff : We currently have ten full-time faculty and thirteen adjunct faculty. The classified Reading Program Specialist position was eliminated July 2011, leaving the department without an assessment technician. The department lacks internal clerical help to support students and faculty.

Names & Titles of Program Delia DuRoss (Department Head), Reading Professors: Diane Amelotte, Joanne Blore, Candace Dickerson,

Review Participants: Jordan Fabish, Donna Fletcher, Tiare Hotra, Kathryn Jennings, Jennifer Rodden, Lark Zunich.

2009-2010 The Curriculum Committee approved the increase in unit load from 3 to 4 units for the following courses: READ

Accomplishments: 880, 881, 882, 883, 82, and 83.

The Department offers 2 sections of READ 883 in a hybrid format.

The newly offered READ 84: Analytical Reading has full enrollment.

2010-2011 Our effectiveness, retention and completion rates have all improved over the previous period's data.

Accomplishments: The 56 sections are full.

All courses in the reading sequence now carry 4 units.

Academic Services has approved a page in the class schedule illustrating the sequence of reading classes.

We met with Matriculation to discuss the assessment cut scores as they relate to student placement in reading classes.

The enrollment continues to be full in our second semester of offering READ 84 (Analytical Reading) classes which now fulfills the Plan B critical thinking requirement.

Reading faculty conducted workshops on classroom management and selecting textbooks in the Faculty Teaching and Resource Center.

Reading faculty chaired a book club on The Art of Changing the Brain.

Reading faculty continues to participate in a wide range of institutional committees.

The Reading Department met all SLO goals.

Goal: Expand the Reading Program

Expand the reading program to meet student demand and graduation requirement.

Year: 2011 - 2012

Start Date: 08/01/2010

Goal Status: In Progress

Goal Priority: High

Rationale: The reading proficiency requirement can be met through the successful completion of READ 82 or READ 83.

Currently, the number of sections offered does meet student demand. The College has implemented mandatory assessment and orientation which will direct underprepared students into our reading sequence.

- Strategies:** Increase class offerings at the levels in which most students place (Read 882 and 883).
Increase class offerings at levels that meet the college reading proficiency requirement (Read 82 and 83).
Increase class offerings at levels that meet the CSU critical thinking requirement (Read 84).
Enlist counselors to promote the offerings that meet CSU and LBCC reading proficiency requirements.
Consult with schedule specialist in Academic Services to create a page illustrating the sequence of reading classes.
Consult with schedule specialist in Academic Services to highlight hybrid course offerings in the Schedule of Classes.
Investigate the possibility of offering an Honors reading course.

Responsible Parties: Department Head and Dean

Campus supported by this goal: Both

Specify if goal is for Department/ Program

department or sub-area:

Other Area impacted by this goal: Other

Other Area(s) impacted by this goal: Facilities, Human Resources

this goal:

Level of Support Needed: School or VP

Related Resources Needed

* Resources Needed Name: 5 additional Smart classrooms (2 at LAC, 3 at PCC)

Resources Needed An increase in class offerings will necessitate additional Smart classroom spaces.

Description:

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: One-time

Estimated Cost: 0.0000

Type of Resource Equipment

Requested:

Justification for Resource The Reading Department cannot increase class offerings without additional classroom spaces.

Request:

Department Code: 150200 Reading

Requested Funding Source: General Fund

* Resources Needed Name: Classified Staff Position 45%

Resources Needed To support our program expansion and new department status, the Reading Department requires a classified

Description: position of 45%.

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: On-going

Estimated Cost: 24000.0000

Type of Resource Personnel - Classified/ Manager

Requested:

Justification for Resource As a new and expanding department, we require much needed clerical support. No clerical assistance impacts

Request: the time faculty

The dept has increased the contact time with student.

Department Code: 150200 Reading

Requested Funding Source: General Fund

* Resources Needed Name: Copier

Resources Needed To support our faculty and department head by providing immediate access to a copier.

Description:

Inter-Level/ VP Level Group NEW

Decision:

Fiscal Year: 2012 - 2013

Duration: Both (i.e., initial & maintenance costs)

Estimated Cost: 8000.0000

Type of Resource Equipment

Requested:

Justification for Resource Our copier was purchased in 2004 and has exceeded the lifespan of total copy capacity. It has required more

Request: frequent service as it is used daily by 10 full time and 13 part time faculty. As our program has expanded, this has become a desperate need.

Department Code: 150200 Reading

Requested Funding Source: Capital Outlay

* Resources Needed Name: Faculty Hiring

Resources Needed Hire additional faculty.

Description:

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: On-going

Estimated Cost: 75000.0000

Type of Resource Personnel - Faculty

Requested:

Justification for Resource In order to increase reading class offerings to meet student demand, the Reading Department requires additional

Request: faculty.

Department Code: 150200 Reading

Requested Funding Source: General Fund

* Resources Needed Name: Reading Department Office

Resources Needed The Reading Department requires a department office located near our faculty office spaces and classrooms.

Description:

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: One-time

Estimated Cost: 0.0000

Type of Resource Facilities

Requested:

Justification for Resource As a new department, we require a dedicated department office space.

Request:

Department Code: 150200 Reading

Requested Funding Source: Other

Goal: Increasing Successful Completion

Increase the percentage of students who successfully complete a reading course.

Year: 2011 - 2012

Start Date: 08/01/2011

Goal Status: In Progress

Goal Priority: High

Rationale: Currently, approximately 64% of the students enrolled in reading courses successfully complete the course.

Strategies: Continue to review and adjust, as needed, Accuplacer cut scores for reading placement.

Add Supplemental Learning Activities to READ 882 and 83.

Interface with the Dean of Student Success and the Dean of Language Arts to secure a location, support, and funding for Reading Success Center.

Establish a Reading Success Center.

Responsible Parties: Deans of Student Success and Language Arts, Curriculum Committee

Campus supported by this Both

goal:

Specify if goal is for Department/ Program

department or sub-area:

Other Area impacted by this Other

goal:

Other Area(s) impacted by Facilities, Assessment, Curriculum, English

this goal:

Level of Support Needed: School or VP

Related Resources Needed

* Resources Needed Name: Classified Coordinator Position

Resources Needed Hire a Classified Coordinator to work collaboratively with the Reading Instructional Specialist to run the Reading
Description: Success Center.

Inter-Level/ VP Level Group NEW

Decision:

Fiscal Year: 2012 - 2013

Duration: One-time

Estimated Cost: 68000.0000

Type of Resource Personnel - Classified/ Manager

Requested:

Justification for Resource To support the Reading Instructional Specialist in creating and expanding the Reading Success Center.

Request:

Department Code: 150200 Reading

Requested Funding Source: General Fund

* Resources Needed Name: Hardware and Software

Resources Needed Purchase hardware and software for the Reading Success Center.

Description:

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: On-going

Estimated Cost: 60000.0000

Type of Resource Equipment

Requested:

Justification for Resource To support instruction with current methodologies, to reinforce classroom instruction, and provide practice for

Request: students seeking to improve reading proficiency.

Department Code: 150200 Reading

Requested Funding Source: Capital Outlay

* Resources Needed Name: Instructional Materials

Resources Needed Purchase instructional materials for the Reading Success Center.

Description:

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: On-going

Estimated Cost: 10000.0000

Type of Resource Supplies

Requested:

Justification for Resource Instructional materials are necessary in order to provide services to students.

Request:

Department Code: 150200 Reading

Requested Funding Source: General Fund

* Resources Needed Name: Instructional Personnel

Resources Needed Hire a full-time Reading Instructional Specialist

Description:

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: One-time

Estimated Cost: 80000.0000

Type of Resource Personnel - Faculty

Requested:

Justification for Resource The position is necessary in order to create and expand a Reading Success Center.

Request:

Department Code: 150200 Reading

Requested Funding Source: General Fund

* Resources Needed Name: Reading Success Center

Resources Needed A learning space/computer lab dedicated to the Reading Department for all students.

Description:

Inter-Level/ VP Level Group Not Approved

Decision:

Fiscal Year: 2012 - 2013

Duration: One-time

Estimated Cost: 0.0000

Type of Resource: Facilities

Requested:

Justification for Resource: A dedicated space will support the literacy needs of students across the disciplines.

Request:

Department Code: 150200 Reading

Requested Funding Source: Other