

## INSTITUTIONAL EFFECTIVENESS REVIEW

### ~ Geography / 2007-2008 ~

#### *The purpose of the review is to:*

Assess the currency, scope, strengths, weaknesses and needs of the Geography Program

#### *The process will involve the following steps:*

Faculty meeting with the Dean of Arts and Sciences to discuss the Program Review process.

Program review document completed based on data compiled by the Director of Institutional Research and Program faculty.

Faculty meeting with Dean to review the findings of the program review report

Follow-up meetings scheduled as needed to assess status of Learning Goals and Action Plans

#### *Time frames/timeline for the review will be:*

Meeting with Dean, November 2007

Program Review document submission, February 2008

Follow-up meeting with Dean, February 2008

Additional meetings scheduled as needed.

**Program/Service:** Geography  
**Date of Review:** January 2008  
**Review Participants:** Lisa Hollander

## **Overview**

*Purpose of the program and how it relates to college mission, values, vision:*

Geography is the study of our world's physical and cultural surroundings. Through the study of geography, students are prepared for careers in business, local, and national government, cartography, environmental studies, travel and tourism, and education. This is explicitly in line with the mission statement of this college which is to prepare students for successful career paths.

But also in an ever globalizing world, where transportation and communication technology makes the world smaller by the day, the need for Jefferson College students and the surrounding community to acquire knowledge and skills to navigate this smaller world is essential. In today's global economy, knowledge of other countries and peoples is critical, indeed almost required to fulfill ordinary tasks in the College service area such as resolving computer problems using call center personnel in India or visiting area doctors from Korea or getting a satellite dish installed by a Bosnian immigrant not to mention applying for jobs with local multinational and international companies, such as Daimler-Chrysler, Mastercard. The Geography program with its courses and the attached Global Studies Program significantly assist students and community members to feel more comfortable with global issues and helps them to prosper in a diverse world, another clear part of the Jefferson College mission statement.

A key component of the purpose of the College is to provide leadership in the cultural, educational, economic, environmental, and social development within the community. The Geography department helps to fulfill that in several ways. To better serve the state and the region's students, as many Bachelor level education programs in the State of Missouri require a geography course of all enrollees, Jefferson College provides online and evening course offerings as well as interactive television courses as needed. The Geography department serves as a statewide leader in global curriculum issues, assists in managing the Study Abroad needs of students, faculty and staff and community members, aids in the promotion of cultural events and brings global issues to the forefront through guest speakers, JCTV discussions, Speaker's Bureau service and the activities of the Global Education Committee.

The Geography department consists of 40% of the time (2 courses) of a full-time faculty member who serves as Chair of the Global Education Committee, Coordinator of the Global Studies program, and Study Abroad advisor as part of institutional service.

## Institutional Effectiveness Review

### **Present Status**

*Learning/Service and Action from 2003 Institutional Effectiveness Review:*

Students will benefit from the following actions:

<i>Learning/Service Goal</i>	<i>Assessment Measurement/ Action</i>	<i>Person(s) to Implement</i>	<i>Timeframe</i>	<i>Resource Implications</i>	<i>Use of results</i>
<b>Goal 1</b>	Delete the two Geography classes currently offered – Geography of Europe and the Americas and Geography of Africa and Asia	Lisa Hollander	By Fall 2003	none	Deleted with no transfer problems
<b>Goal 2</b>	Create World Regional Geography GEO 103	Lisa Hollander	By Fall 2003	none	Increased transfer coordination and better content coverage
<b>Goal 3</b>	Create web version of GEO 103	Lisa Hollander	By Fall 2003	none	Increased access to the subject for students
<b>Goal 4</b>	Create the Seminar in Global Studies as part of the Global Studies Program	Lisa Hollander	By Fall 2004	Global Education Committee budget	Integrate the college into the wider statewide MCCA global curriculum program

### *Innovative Changes (in last 5 years):*

- 1 Deletion of the two long term geography classes that were no longer easily transferable
- 2) Creation of a one semester world regional geography class
- 3) Development of online class offerings
- 4) Creation of the Global Studies Program
- 5) Creation of the Seminar in Global Studies GEO 120 class
- 6) Consolidation of the Global Education Committee as a standing college committee
- 7) Jefferson College's significant investment in the Missouri Community College Association's current Title VIA Grant by allowing Professor Hollander to serve as co-director of this Department of Education grant.

**Faculty** (Degree to which faculty/staff are qualified, effective, and supported.)

*Faculty Qualifications and Professional Development:*

Name	Title	Highest Degree	Institution	Graduate Hours
Lisa Hollander	Professor	Masters	Columbia University, NYC	90

**Lisa Hollander** has been employed full time since 1997 and teaches History and Geography at the college. She holds a BA in English from the University of Denver, a Diploma in International and Comparative Politics from the London School of Economics, an MA in International Relations from Columbia University in New York and has completed coursework for a PhD in History. Deeply committed to bringing international issues into the Missouri community college curriculum, Ms. Hollander serves as Chair of the Global Education Committee and on the Board of the Missouri Community College Association. She is the College Study Abroad Advisor and Global Studies Program Coordinator. She is a member of the Society for History Education, the National Education Association and is listed in Who's Who Among America's Teachers. Professor Hollander won the Missouri Governor's Award for Excellence in Teaching and the Linda Johnston Award for Excellence in Assessment in 2007. Born in Zimbabwe, Ms. Hollander has lived in a multitude of countries in Africa, Europe, the Middle East and Asia, and in six different states of the United States.

*Faculty Data:*

**Faculty Indicators for Geography Instructional Program Review, 2003-2007  
School Terms 200301 Through 200703 (Summer 2002 through Spring 2007)**

Number of Terms Taught (Max = 15)	Number of Course Sections Taught	Total Students	Attrition Number ("W" Grades)	Attrition Percent	Graded Credit Hours (A to F grades)	Average Students	Average GPA	Annualized 5-Year Program FTE
18	46	760	118	15.5%	1,866	16.5	2.21	12.4

Source: BANNER report WSHRGDST printed 29 October 2007.

Notes: Attrition is the number of "W" grades conferred.

Annualized Program FTE is the number of graded credit hours divided by 150 (30 hrs/yr for 5 years).

Graded Credit Hours are "A to F" only, not "W, I, H, P/F, or Other"

The full-time faculty member completes a performance review and discusses performance goals and course level assessment annually with the Dean or Associate Dean. Non-tenured faculty members are evaluated through classroom visits annually by the full time professor or the Associate Dean. During this current Institutional Effectiveness Review process, the tenured faculty member was observed by the Associate Dean as well.

**Students** (The degree to which student needs are met.)

Geography enrollment increased from FY2003 with 346 credit hours to FY2007, 515 credit hours (48.8%).

1. Geography courses are offered via several deliveries: day, evening, weekend, on-line.
2. Resources have been updated to reflect the constantly changing world environment
3. Global Studies Program rewards those students who wish to take a globally focused general education sequence for their Associates degree

*Student Satisfaction and Feedback:*

As a rule, students are very satisfied by the education provided by the geography department. Each semester, the tenured faculty member conducts student evaluations in one section, and all non-tenured and adjunct faculty members conduct student evaluations in all sections. For review purposes, student evaluations were conducted in all sections during Fall 2007. Student evaluations of the full-time and adjunct faculty members show average/above average ratings. Reviews of adjunct faculty are closely monitored by full-time faculty, who review adjuncts as well. In the rare cases of underperforming adjuncts, every effort is made to improve their performance through mentoring; if unsuccessful, they are replaced with a more capable instructor.

*Student Success:*

The average GPA for the department is 2.21. Geography is one of many Social Science courses and is not a requirement for any Jefferson College degree. Students enroll in the class for general interest. Student success rates vary substantially by course. The semester night 3 credit hour World Regional Geography, which attracts a higher percentage of working adult students, has a lower attrition rate and a higher GPA. The ITV sections and the online sections have a high attrition rate and an overall lower GPA.

Reasons for high attrition in distance learning courses include lack of student technical expertise, lack of student discipline and the overall complexity of the web-based course which leads students to drop the course mid semester.

Remedies in progress for increasing retention in online classes include dividing students into groups, simplifying the material by using a different version of the textbook and giving students more time to get used to the format of a 100% online course. ITV sections have been changed to On Demand so that the Instructor can focus on one set of students instead of two or more.

Learning methods in all courses include map projects which students really like to complete, unit exams, outside research projects and in class presentations.

In the 1 credit hour Seminar In Global Studies, which is student directed and similar to a graduate style of learning, the average grade is an A. Students in this class have to complete a capstone essay on what they have learned during the semester and the essays consistently show enhanced knowledge and confidence in global issues.

**Curriculum** (The degree to which curriculum is thorough, current, and supported.)

### *Curriculum (Scope, Currency, Changes):*

Official course syllabi have been reviewed and revised for currency and scope; revisions have been done and they are on file in ASI 110 and on the web.

The following web address provides links to the general education distribution matrix of courses identifying the state-level goals and associated institution-level competencies. Individual course reporting matrices are provided by faculty and support documentation for the general education program, specifically, the Jefferson College Long Range Plan and the Jefferson College Student Outcomes Assessment Plan. Assessment documentation is on file in ASI, 110.

<http://www.jeffco.edu/acadprog/gened/index.htm>

The Geography Department offers the following courses:

GEO103 World Regional Geography  
GEO120 Seminary in Global Studies

Currency and Changes:

1. The textbook edition changes about every 3 years, so materials are current
2. Supplemental references are current and variable
3. Use of internet and current media presentations to enhance the course
4. Global Education Committee programs such as Global Show and Tell allow students to share their world travel experiences

### *Curriculum Issues (Support, Technology, Equipment)*

1. All classrooms used in Geography are SMART
2. All geography courses use WEBCT or STARS as a teaching and learning tool in every course
3. Web research is integral component in every course.

4. Student study abroad is accessible through MCCA trips
5. GEC budget used for GSP and for possible student travel

**Community** (The degree to which the program contributes to the community and responds to community needs)

The Geography department responded to the needs of education majors in the new AAT and BA programs around the state by establishing online course offerings.

Other ways in which the department serves the community is via the Global Show and Tell programs, Global Education Committee activities including liaison with the Cultural Council and the promotion of study abroad opportunities.

The department is active in the promotion of global curriculum issues statewide that being global issues to the forefront for Jefferson College's students and community members. Examples in the past have been the visit of a Fulbright Islamic scholar to campus, and the participation of three faculty members in a DOE Title VIA Grant focused on Asia and Latin American cultural issues. Another three members from our faculty are involved in a new Title VIA grant focused on Africa.

### **Cost**

A summary of the geography budget for 2003-2007 is on file in the office of the Arts & Science Dean. The cost per FTE for GEO103 World Regional Geography is \$2,394.84.

## **Summary (SWOT)**

<p style="text-align: center;"><b>Strengths</b></p> <ul style="list-style-type: none"><li>• Demand exceeds capacity</li><li>• Variety of course formats</li><li>• High level of technology use</li><li>• JCA and JCH classes</li><li>• Web classes</li></ul>	<p style="text-align: center;"><b>Weaknesses</b></p> <ul style="list-style-type: none"><li>• Full timer, 40%</li><li>• Problems finding good adjuncts who are available and qualified and with college experience</li><li>• Global Education Committee budget levels not increasing</li><li>• Student achievement and attrition needs to be addressed.</li></ul>
<p style="text-align: center;"><b>Opportunities</b></p> <ul style="list-style-type: none"><li>• Study Abroad expansion</li><li>• Expansion of a course section to JCNW</li><li>• Field trips</li><li>• International club linkage</li><li>• Expand GSP</li><li>• More online</li></ul>	<p style="text-align: center;"><b>Threats</b></p> <ul style="list-style-type: none"><li>• State funding levels</li><li>• Missouri K-12 programs continue to cut back on global topics including languages and geography</li></ul>



**Future** (Proposed Learning and Service Goals and Action Plan)

<i>Proposed Learning/Service Goal</i>	<i>Proposed Assessment Measurement/Action</i>	<i>Person(s) to Implement</i>	<i>Timeframe</i>	<i>Resource Implications</i>
<b>Goal 1</b> Global Education Committee budget levels increase to include permanent scholarships and study abroad stipends	\$10,000/annum for Global Education activities  (currently \$5,000)	Hollander, Division Chair and Dean, Foundation	By 2010	College budgetary considerations  \$5,000
<b>Goal 2</b> Adjunct faculty pool needs solidifying and training	Create Adjunct Handbook	Hollander, CTL and Division Chair	By 2010	Printing cost
<b>Goal 3</b> Continue acquiring Library resources support course	Library acquisitions	Hollander	annually	Instructional Supplies Budget
<b>Goal 4</b> Improve student achievement and persistence	Through analysis of the WRG course, students and faculty participants	Hollander/Division Chair/Dean	2009-2013	To be determined

**DISCIPLINE STATUS**

\_\_\_\_\_ X \_\_\_\_\_ Satisfactory  
\_\_\_\_\_ Requires Immediate Attention  
\_\_\_\_\_ Unsatisfactory

\_\_\_\_\_  
Dean

\_\_\_\_\_  
Date