

INSTITUTIONAL EFFECTIVENESS REVIEW

~ POLITICAL SCIENCE / 2008-2009 ~

The purpose of the review is to:

Assess the currency, scope, strengths, weaknesses and need of the political science department.

The process will involve the following steps:

1. Review the institutional effectiveness review process - Dean, Division Chair
November 2008
2. Collect data - Director of Institutional Research and the political science program
faculty, December 2008
3. Schedule meetings to discuss research, time-line and process: January 2009 and
February 2009
4. Submit final document to the Dean of Arts and Science Education for feedback
March 1
5. Assess status of Learning Goals and Action Plans
 - On-going
 - Performance Review

Time frames/timeline for the review will be:

The initial meeting with the Dean and Division Chair took place during in November 2008.

The institutional review document was submitted to the Dean of Arts and Sciences/CAO mid-February 2009.

The follow-up meeting with the Dean took place in late February 2009.

The Dean of Arts and Science Education reviewed and gave feedback April 17, 2009

Additional follow-up meetings were scheduled as needed.

Program/Service:	Political Science
Date of Review:	January 2009
Review Participants:	Dedric Lee, Carolyn Elphingstone

Overview

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

Political science is the study of governments and political behavior. It is a discipline that uses lessons from the past including history and philosophy but also uses contemporary scientific approaches to study current political activities. The main objective of political science is to discover the major influences that shape our world.

The political science department's goals are to support the mission, values and vision of the College by expanding a student's factual and conceptual knowledge of political science. In addition, by providing quality instruction and a student-centered learning environment, students can develop essential employment skills such as: oral communication, written communication, team work, critical thinking and lifelong learning.

The political science department supports the following of Jefferson College Associate of Arts general education objectives:

- Encourage and develop intellectual, personal and social growth.
- Promote community service through internships and service learning projects.
- Promote an understanding of diversity in all its various forms and the way it contributes to the enrichment of society.
- Provide students with assistance in the development of writing and communication skills.
- Examine diverse historical and social events as well as personal experiences in order to determine possible sequences, relationships and causes.

Institutional Effectiveness Review

Present Status

Learning/Service and Action from 2004 Institutional Effectiveness Review:

Students will:

<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>
Goal 1 Determine ways to make students more aware of the Model UN course and International Relations course		Tom Maple			Dedric Lee has continued the Model UN program and enrollment for the International Relations course has grown to fourteen students for the Spring 2009 semester.
Goal 2 Examine the existing Public Service Government Internship to determine how to award credit contingent on the experience. Also, determine how the internship offering relates to the College's future Service Learning plans. Finally, examine compensation for the faculty member as it relates to both of the above		Tom Maple			Dedric Lee in the Fall of 2008 added a service learning component to his U.S. & MO Gov't & Constitution course. The Public Service Internship course is offered each semester for students to enroll in. The issue regarding faculty compensation has been resolved satisfactorily.

Innovative Changes (in last 5 years):

Dedric Lee developed two online courses that are offered each semester. The U.S. and Missouri Government and Constitution course was first offered online in the Fall 2007. The Current Political Issues course debuted online in the Spring 2008. In addition student service learning has expanded from an internship course to also include a service-learning component for US and Missouri Government and Constitution.

In Spring 2008, the department purchased a video series that can be used by all political science instructors to supplement learning in lectures and classroom activities. This video series is also used for the online U.S. and Missouri Government courses. A copy of the series is available at all three Jefferson locations.

To help students deal with the rising costs of textbooks the department has kept the same textbook series but uses a “brief” version of the book saving students around \$80.00. For his Current Political Issues course, Mr. Lee uses the Library’s access to CQ Researcher to provide articles for students to download at no cost instead of purchasing a textbook. Also, to save money for the department Mr. Lee has students in all courses take online quizzes and encourages his adjunct instructors to do the same.

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

Faculty Qualifications and Professional Development:

Dedric Lee has been employed full-time since Fall 2006. He earned a Master of Arts in Political Science and a Master of Arts in History from Arkansas State University. He has a total of 66 graduate hours. He holds a Bachelor of Science in Political Science from the University of Southern Mississippi and an Associate of Arts degree in Paralegal Technology from Jones County Junior College. Mr. Lee has continued his commitment to lifelong learning, community involvement and service to the College. He has presented research at the 2007 Delta Blues Symposium and continues to study the rebuilding of the gulf coast after Hurricane Katrina. His service to the college includes acting as a liaison to the Learning Assessment in Missouri Postsecondary Education (LAMP) for the Jefferson College Assessment Committee. He serves on the Academic Affairs Committee and is the faculty sponsor the Model United Nations program. In addition, he serves a supervisory judge for elections in Jefferson County. Mr. Lee received the 2007 Phi Theta Kappa Teacher of the Year Award.

Prior to joining the Jefferson College faculty, Mr. Lee taught classes at Arkansas State University and Pulaski Technical College. He was also the Secretary General for the Arkansas State University Model United Nations Chapter.

Faculty Data:

Faculty Indicators for Political Science Instructional Program Review, 2004-2008 School Terms 200401 through 200803 (Summer 2003 through Spring 2008)

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
52	152	3,473	272	7.8%	9,552	---	---	---
						22.8	2.72	63.7

Source: BANNER report WSHRGDST printed 26 September 2008.

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

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

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

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

Political Science Enrollment by Discipline – Academic Year						
	2004	2005	2006	2007	2008	2009
Hours	1846	1890	1927	2001	2716	3145

Political science credit hours generated has increased by 70.3% since 2004.

1. Political science courses are offered via several deliveries: day, evening, weekend and online.
2. Resources have been updated to reflect the constantly changing political environment.

Student Satisfaction and Feedback:

Most students liked having the PowerPoint notes for lecture and their availability on WebCT. The students were pleased with the study guides provided for each exam. The students did complain about the cost of the textbook for all of the courses. Mr. Lee responded to the costs of the textbooks by adopting a "brief" edition instead of the comprehensive edition previously used. Also for Current Political Issues to help students save money, the Jefferson College Library has a database which students can access to retrieve the articles at no cost. Students do not have to purchase a textbook for that class. Mr. Lee has one day before the test for students work in groups to practice writing the essay portion of each exam. They also wanted more time spent on covering Missouri Government.

Student Success:

The average GPA for the department is 2.72. Political Science is one of many courses and can partially fulfill the Constitutional requirements for the Associate of Arts Degree. Student success rates vary by course, but the departmental average is close to the general education average for lecture and online courses.

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 scope; revisions have been done and 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 Assessment Plan. Assessment documentation is on file in ASI, 110.

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

The department of Political Science offers the following courses:

PSC 102 US and Missouri Governments and Constitutions
PSC 103 Current Political Issues
PSC 155 International Relations
PSC 250 Independent Study: Model United Nations
PSC 250H Independent Study: Honors Model United Nations
PSC 290 Public Service Government Internship

Currency and Changes:

1. The textbook edition changes every two years, so materials are current.
2. Supplemental references are current and available.
3. Use of internet and current media presentations enhance the courses.

Curriculum Issues (Support, Technology, Equipment)

1. All classrooms used for political science are SMART
2. Professor Lee uses WebCT as a teaching and learning tool in every course. He encourages the adjuncts to do the same.
3. Web and Library research are integral components in every course.

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

Dedric Lee is involved in the community. He serves as a supervisory judge for elections in Jefferson County. In addition he brings in guest speakers from the community to give students real world examples of political science. Congressman Russ Carnahan visited the U.S. and Missouri Government class in October 2008. Attorney Cyrus Dashtaki of the Missouri Attorney General's St. Louis office spoke to the U.S. and Missouri Government courses in April 2008. In addition, he encourages students to attend local governmental meetings as well as complete service learning projects with local schools and the Jefferson County Clerk's Office.

Cost

A summary of the PSC budget is on file in the Office of the Dean of Arts and Science Education. The cost per FTE for PSC courses is \$1604.05.

Summary (SWOT)

Strengths <ul style="list-style-type: none">• Offers accessible courses at all three campus locations and online• Monitoring of program quality through evaluation of adjunct instructors• Use of a variety of teaching methods• College supported professional growth Model United Nations	Weaknesses <ul style="list-style-type: none">• One full-time instructor limits ability to offer more diverse PSC courses• Increasing use of adjuncts to meet course demands
Opportunities <ul style="list-style-type: none">• Growth-expand course variety at all three campus locations and online.• Promotes Service Learning projects• Expand online course offerings	Threats <ul style="list-style-type: none">• State Funding

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>
Goal 1 Create a Department of Political Science Adjunct Manual	Draft a manual that includes assignments, state curriculum guidelines and rubrics	Dedric Lee	Fall 2009	Printing costs
Goal 2 Create a common assessment instrument for the U.S. Constitution	Draft a pre-post test to monitor students learning progress throughout the course.	Dedric Lee & History Dept. Faculty	Fall 2010	Instructional Support Services
Goal 3 Integrate the use of material from the Title 6-A grant in Current Political Issues and International Relations	Continue to research African politics and participate in the Title 6A grant	Dedric Lee	Spring 2009 through 2012	Travel expenses
Goal 4 Align U.S. and Missouri Government and Constitution course goals and objectives with the new goals for meeting the expectations of the Missouri Curriculum Alignment Initiative	Draft a document to realign current PSC 102 course goals with the new guidelines from the Missouri Dept of Higher Education.	Dedric Lee	Fall 2011	Travel expenses

DISCIPLINE STATUS

 X Satisfactory
 Requires Immediate Attention
 Unsatisfactory

M.K. Selson
Dean

Date