

## English Department Review

Fall 2011

### Section 1: Mission Statement

**The mission of Neosho County Community College English Department is to instruct students in effective writing skills, analytical reading skills, critical thinking skills, effective research methods, and accurate documentation techniques.**

Students in literature classes will become familiar with important literary terms, will be able to analyze specific language in literary texts, will appropriately write about literature, will demonstrate an awareness of human experiences expressed in literature, and will apply analytical thinking to literary works.

Students in composition classes learn to write clear, well-developed essays in a variety of rhetorical modes, taking the essays through the steps of the writing process until they have produced a polished final draft in an effective style. To accomplish this, the students must learn correct grammar, syntax, punctuation, and spelling. In addition, students learn how to conduct research, how to integrate research material into their own writing, and how to correctly document research material

### Purpose Statements

**Our purposes are:**

#### **Student learning through...**

the meeting of students' needs,  
quality educational programs, and  
effective assessment processes;

The English department at NCCC meets students' needs by providing basic transfer classes in composition and literature. Although there is no English program at NCCC, a sufficient number of classes are offered to allow students to explore a variety of areas in the discipline.

In addition, the instructors conduct assessments at the end of each semester to evaluate student learning. Then, they meet to discuss findings and make course adjustments, providing an effective assessment process.

#### **Student success through...**

providing personal attention,  
individualized advising, and  
the opportunity to meet personal goals;

Personal attention is provided in English classes by keeping class sizes small, fewer than twenty-four, and having department members keep regular office hours. Department members are also advisors for not only English majors but also undecided students, providing individual advising during office hours. All of these elements help students meet personal goals.

### **Ensuring access through...**

affordability,  
flexible delivery and scheduling methods,  
responsive student services, and  
safe and comprehensive facilities;

With tuition at \$50 per credit hour, English classes are clearly affordable. Likewise, the need for flexible scheduling is met through course offerings during the day and evening in the spring and fall as well as at least one offering of Composition I and II in the summer. To add to the flexibility of offerings, Composition I and II are also being offered online. In addition, English Composition I is offered in first eight weeks of every semester, and English Composition II is offered in the second eight weeks of every semester. To meet the third portion of this directive, the CAVE offers tutoring on a regular basis, and our current English handbook has an online learning center. Finally, the fourth point is met by conducting composition classes in a computer lab that is protected by a password and security software.

### **Responsiveness to our stakeholders through...**

open communication,  
ethical management of resources,  
accountability, and the development of leaders;

Ethical management of resources is achieved through shared usage of a computer lab. Otherwise, English instructors conservatively use the budget, mainly purchasing office supplies and instructional materials.

Likewise, accountability to stakeholders is provided through CAAP testing, which evaluates student's knowledge in English and compares it to equivalent educational institutions.

The department offers Honors English Composition II, which provides an opportunity for students to explore six research activities, develop English skills, and become leaders in the NCCC English department.

### **Meeting community needs through...**

collaboration and innovation,  
lifelong learning opportunities  
cultural enrichment, and  
the providing of an educated workforce.

The English department provides cultural enrichment opportunities through Literature and the Movies, a club which encourages students to read one piece of literature each month and compare it to a movie based on that work.

Communication skills contribute to an educated workforce. All of the applied science degrees and the ADN degree require English Composition I, and the R.N. requires English Composition I and II.

## Section 2: Curriculum of Program and Outcomes Assessment

### Assessment Methods

The English Department uses standard course outcomes assessment tools that include writing samples, tests and the Collegiate Assessment of Academic Proficiency (CAAP) exam.

- All students enrolled in on-line, traditional, or concurrent English Composition I and II from Spring 2008 to Spring 2011, were assessed by writing samples (including essays and research papers) and tests. Individual instructors use the results of this assessment to determine changes to implement in order to improve instruction.
- Traditional and online English Composition I and II students took the Collegiate Assessment of Academic Proficiency (CAAP) during Spring 2008 to Spring 2011. Concurrent students took the CAAP in 2008. The data in this report is based on the students' performance on the CAAP for traditional and online students.
- The following numbers of students took the CAAP tests in the years indicated below:

#### The Number of Composition I Students Tested on CAAP Writing Skills Exam

Spring 2008	90
Fall 2008	132
Spring 2009	91
Fall 2009	131
Spring 2010	77
Fall 2010	214
Spring 2011	93

Note: The number of students tested in the Fall 2010 semester includes students in the Pre-Composition course.

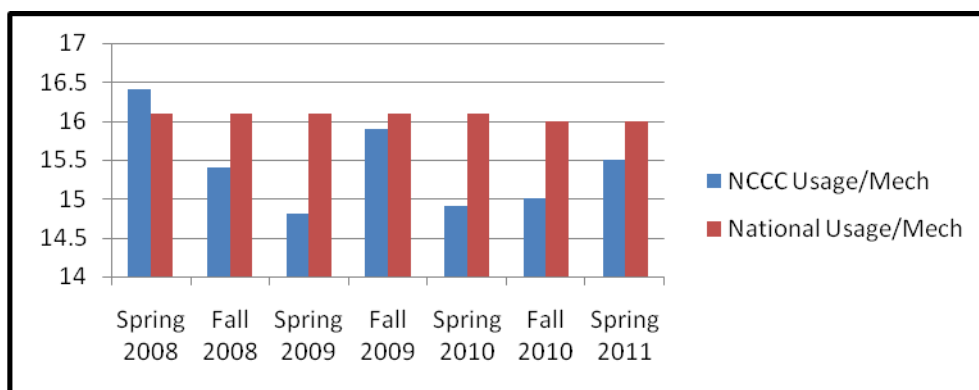
#### The Number of Composition II Students Tested on the CAAP Essay Exam

Spring 2008	90
Fall 2008	56
Spring 2009	85

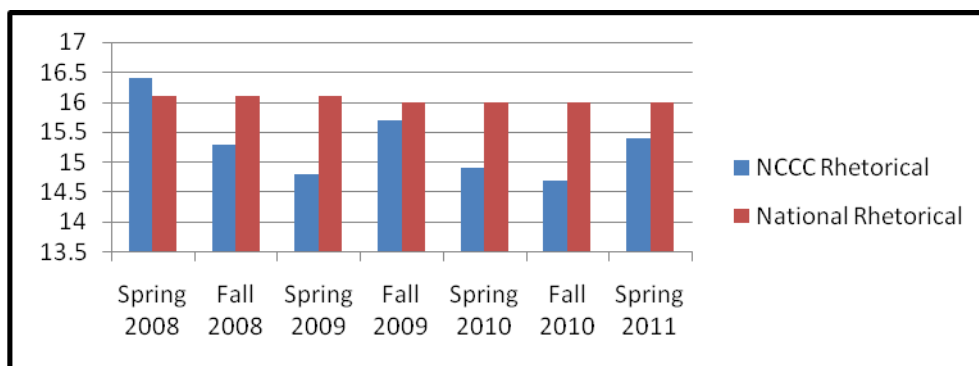
Fall 2009	77
Spring 2010	102
Fall 2010	53
Spring 2011	88

Composition I students took the Writing Skills CAAP test, which is broken down into scores for usage and mechanics and rhetoric. The following charts show a comparison of NCCC student performance on the Writing Skills CAAP test with national averages.

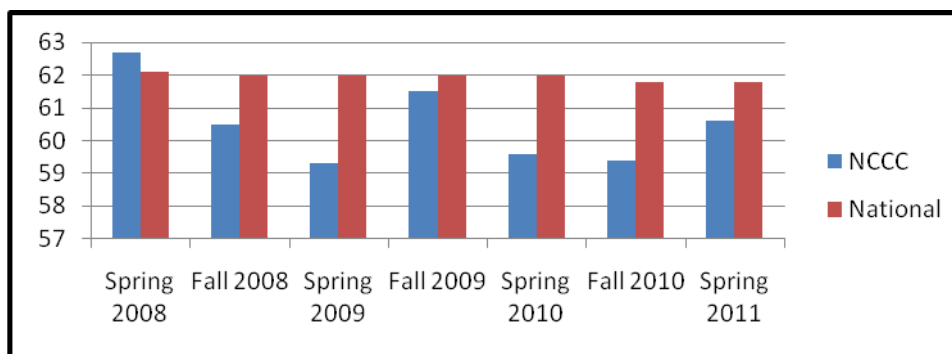
### Usage and Mechanics Scores



### Rhetoric Scores



### Composite Writing Skills Scores



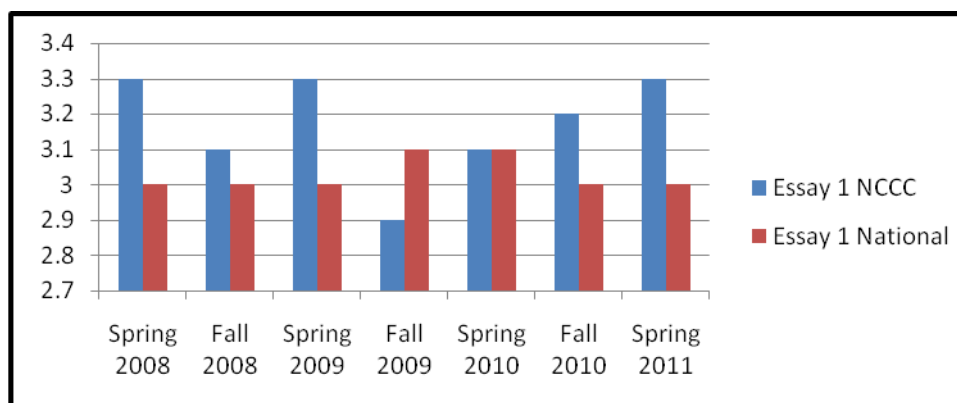
The following chart shows the number of Composition I students who scored above the national average and were awarded a certificate of excellence by the CAAP organization.

#### NCCC Students Awarded a Certificate by CAAP for Scoring above the National Average on the Writing Skills Test

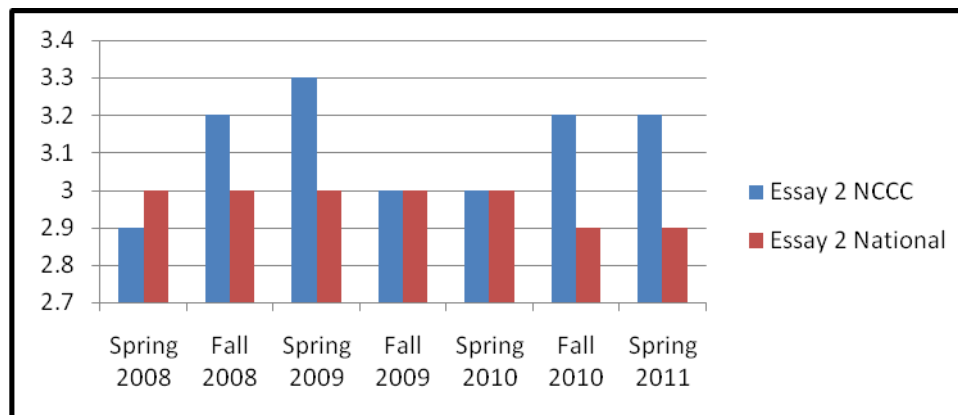
Spring 2008	45
Fall 2008	61
Spring 2009	29
Fall 2009	63
Spring 2010	26
Fall 2010	65
Spring 2011	42

Composition II students took the Essay Writing CAAP Test. These scores include a composite score, and a separate score for each of two essays. The following charts compare these NCCC scores with national averages.

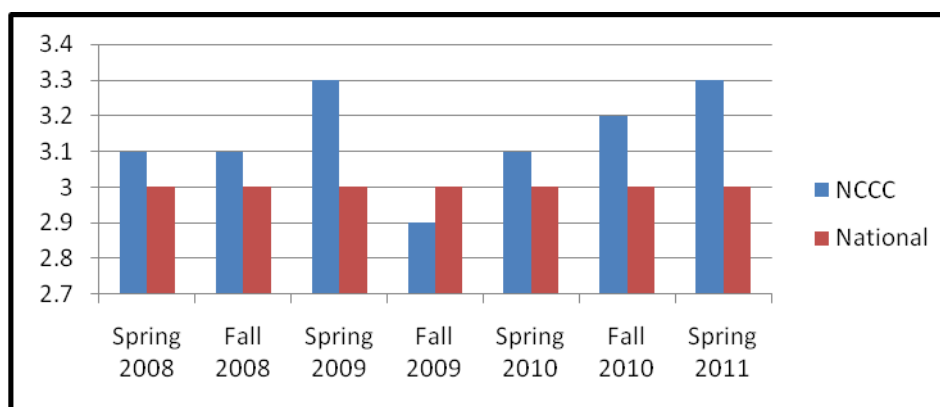
#### Essay 1 Scores



#### Essay 2 Scores



Composite Essay Writing Scores



The following chart shows the number of Composition II students who scored above the national average and were awarded a certificate of excellence by the CAAP organization.

NCCC Students Awarded a Certificate by CAAP for Scoring above the National Average on the Essay Writing Test

Spring 2008	65
Fall 2008	46
Spring 2009	69
Fall 2009	48
Spring 2010	72
Fall 2010	41
Spring 2011	75

### Analysis of Comparison with National Averages

The scores on the Writing Skills Exam given to Composition I students at NCCC do not compare favorably with national averages. There may be several factors contributing to these results, but the scores for NCCC are not as high as national averages. However, the scores for the Essay Writing Exam given to Composition II students does compare favorably with national averages. NCCC scores exceed the national averages in most semesters. Again, there could be several contributing factors, but the data leads to the conclusion that students who have completed the composition sequence at NCCC are well-trained in essay writing skills.

### **Program Changes Based on the Results of Assessment Data**

The English Department made the following changes at various points of time between the Spring of 2008 and the Spring of 2011 in the continuous effort to improve student success.

1. The English Department adopted the Developmental Education Department's proposal to develop a Pre-Composition course (ENGL 100) in order to prepare students for Composition I.
2. The English Department raised the required minimum placement scores for students entering Composition I. A minimum of 70 on the COMPASS or 18 on the ACT were set as the minimum scores. Students with scores from 51-69 on the COMPASS or 15-17 on the ACT are required to take Pre-Composition. Students with scores lower than 52 on the COMPASS or 15 on the ACT must begin with Fundamentals of Writing and then take Pre-Composition or score a minimum of 70 on the COMPASS test to enroll in Composition I.
3. It was agreed that students transferring in with developmental English courses would have to meet the same placement scores or would have to repeat the developmental classes.
4. Students in Pre-Composition must pass the final essay with a minimum of 60% and must achieve at least a score of 56 on the COMPASS in order to pass the course and proceed to Composition I.
5. New requirements have been added to the Composition I syllabus, stating that students must pass the final essay with at least a 60%.
6. Scores for students who mark on the CAAP test that they did not give an honest effort to do well on the test will be pulled by the administration of the college and will be omitted from the CAAP score averages.

### **New Data since the Changes Were Made**

The above CAAP test scores include the data collected after these changes were implemented.

**Transferability of Courses** is outlined in the following information provided by Coordinator of Advising and Articulation Jeff Almond:

Pittsburg State University

<https://go.pittstate.edu/transfer/equiv/5003>

University of Kansas

<http://ires.ku.edu/~irdata/transequiv/KS/H0002193.html>

Kansas State University

[http://www.k-state.edu/admit/dars/html\\_files/neosho\\_ccc\\_ks.html](http://www.k-state.edu/admit/dars/html_files/neosho_ccc_ks.html)

Emporia State University

<https://ssb.emporia.edu/pls/prod/lmuhwskthst.LMUTransHist>

Fort Hays State University

<http://www.fhsu.edu/registrar/transferring-courses-from-a-community-college/>

Wichita State University

<http://reports.wichita.edu/registrar/transguides.asp>

Washburn University

<https://www2-prod.washburn.edu/future/admissions/transfer-guides/index.php?id=1396&report=full>

<b>SRE 1001 Wichita State University Transfer Course Equivalencies for Neosho County Comm College - C6093</b>						
<b>Transfer Subject and Course</b>		<b>Cr Hrs</b>	<b>Eff Term</b>	<b>Low Hrs</b>	<b>High Hrs</b>	<b>Min Grd</b>
ENGL 101	ENGLISH COMP I		000000	3	3	
ENGL 101	COLLEGE ENGLISH 1	3				2YR A BASC
ENGL 103	PROJ CREATIVE WRIT		000000	2	2	
ENGL 2000	ENGL 103 - PROJ CREATIVE WRIT	2				2YR A
ENGL 104	WRIT/ORAL PERS HST		000000	1	1	
ENGL 2000	ENGL 104 - WRIT/ORAL PERS HST	1				2YR A
ENGL 107	STUDIES:SHAKESPEAR		000000	1	1	
ENGL 2000	ENGL 107 - STUDIES:SHAKESPEAR	1				2YR A2 KA
ENGL 111	BOOK REV DISC SEM		000000	3	3	
ENGL 2000	ENGL 111 - BOOK REV DISC SEM	3				2YR A
ENGL 113	GENERAL LITERATURE		000000	3	3	
ENGL 2000	ENGL 113 - GENERAL LITERATURE	3				2YR A2 KA



ENGL 121	Reading in the Disciplines	200910	3	3	
ENGL 2000	ENGL 121-Readg in the Discipli		3		2YR A
ENGL 125	English Composition I -Honors	201110	3	3	
ENGL 101	College English 1		3		A BASC 2YR
ENGL 200	Topics in Lit:Women's Voices	200910	3	3	
ENGL 2000	ENGL 200-Top in Lit: Women Vcs		3		2YR A
ENGL 215	INTRO MYTHOLOGY	000000	3	3	
ENGL 2000	ENGL 215 - INTRO MYTHOLOGY		3		2YR A
ENGL 217	KANSAS LITERATURE	000000	1	1	
ENGL 2000	ENGL 217 - KANSAS LITERATURE		1		2YR A
ENGL 221	INTRO WESTERN LIT	200710	3	3	
ENGL 2000	ENGL 221-INTRO WESTERN LIT		3		A2 2YR KA
ENGL 230	American Literature	200710	3	3	
ENGL 252H	Mod Amer Writers		3		A 2YR
ENGL 240	ENGLISH LIT I	000000	3	3	
ENGL 360	MAJOR BRIT WRIT 1		3		A4 2YR LIT KA
ENGL 241	ENGLISH LIT II	000000	3	3	
ENGL 361	MAJOR BRIT WRIT 2		3		2YR A4 LIT KA
ENGL 249	INTRO POETRY WRIT	200510	3	3	
ENGL 285	INTRO CREAT WRIT		3		2YR A
ENGL 250	Intro to Fiction Writing	201110	3	3	
ENGL 285	Intro to Creative Writing		3		2YR A
ENGL 260	SHORT FICTION	200410	3	3	
ENGL 330	NATURE OF FICTION		3		2YR A4 LIT KA
ENGL 265	Technical Writing	200710	3	3	
ENGL 2000	ENGL 265-Technical Writing		3		2YR A
ENGL 289	ENGLISH COMP II	000000	3	3	
ENGL 102	COLLEGE ENGLISH 2		3		2YR A BASC
ENGL 298	Independent Study	201110	1	3	
ENGL 2000	ENGL 298-Independ Study		1-3 cr hrs		A 2YR
ENGL 299	English Composition II-Honors	201110	3	3	
ENGL 102	College English 2		3		2YR A BASC

Transfer Institution Course(s)	ESU Equivalent Course(s)
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TRNS PREFIX	TRNS NMBR	TRNS TITLE	TRNS CREDIT HOURS	ESU PREFIX	ESU NMBR	ESU TITLE	ESU CREDIT HOURS	
ENGL	011	Fundamentals of Written Comm 1		3.0	EN	100T3	Eng Elective	3.0
ENGL	013	Fundamentals/Written Comm.		5.0	EG	00T	Eng Elective	5.0
ENGL	017	Reading Proficiency I		3.0	EN	100T3	Eng Elective	3.0
ENGL	018	Reading Proficiency II		3.0	EN	100T3	Eng Elective	3.0
ENGL	019	Study Skills Seminar		1.0	EN	100T1	Eng Elective	1.0
ENGL	021	Fundamentals of Written Comm I		2.0	EN	100T2	Eng Elective	2.0
ENGL	101	English Composition I		3.0	EG	101	Composition	3.0
ENGL	103	Creative Writing		2.0	EN	100T2	English Elective	2.0
ENGL	104	Written/Oral Personal History		1.0	EN	100T1	Eng Elective	1.0
ENGL	107	Studies In Shakespeare		1.0	EN	100T1	Eng Elective	1.0
ENGL	113	General Literature		3.0	EG	207	Literary Perspectives	3.0
ENGL	121	Reading in the Disciplines		3.0	EG	100T	English Elective	3.0
ENGL	215	Introduction to Mythology		3.0	EG	200T3	Eng Elective	3.0
ENGL	217	Kansas Literature		1.0	EN	100T1	Eng Elective	1.0
ENGL	221	Intro to Western Literature		3.0	EG	207	Literary Perspectives	.0
ENGL	221A	Intro to Western Literature		3.0	EG	200T3	Lit Elective	3.0
ENGL	230	American Literature		3.0	EG	240	Early American Literature	3.0
ENGL	240	English Literature		3.0	EG	230	Early British Literature	3.0
ENGL	241	English Literature		3.0	EG	231	Later British Literature	3.0
ENGL	249	Intro to Poetry Writing		3.0	EN	100T3	Eng Elective	3.0

ENGL	250	Intro to Fiction Writing	3.0	EN	100T3	Eng Elective	3.0
ENGL	260	Short Fiction	3.0	EG	200T3	Eng Elective	3.0
ENGL	265	Tech Writing	3.0	EG	305	Tecnical Writing	3.0
ENGL	289	English Composition II	3.0	EG	102	Composition II	3.0
ENGL	298	Independent Study	1.0	EN	200T1	Eng Elective	1.0
ENGL	299	English Composition II-H	3.0	EG	102	Composition II	3.0

**NEOSHO COUNTY COMM COLLEGE ----- PITTSBURG STATE UNIVERSITY**

**ENGLISH**

0013	FUND OF WRITTEN COMMUNICATION	GEN0XX	GEN. EL.(FUNDMNTLS WRITTN COM)
0018	READING PROFICIENCY II	GEN0XX	GEN. EL.(READNG PROFICIENCYII)
0101	ENGLISH COMPOSITION I	ENGL101	ENGLISH COMPOSITION
0113	GENERAL LITERATURE	ENGL113	GENERAL LITERATURE
0121	READING IN THE DISCIPLINES	GENXXX	GENERAL EL.(READING DISCIPLN)
0200	TOP IN LIT: WOMEN'S VOICES	ENGLXXX	ENGL EL.(TP IN LIT:WOMNS VOIC)
0221	INTRO TO WESTERN LITERATURE	ENGL113	GENERAL LITERATURE
0230	AMERICAN LITERATURE	ENGL116	GENERAL LITERATURE (THEME)
0260	SHORT FICTION	ENGL114	GENERAL LITERATURE (GENRE)
0265	TECHNICAL WRITING	ENGLXXX	ENGL EL.(TECHNICAL WRITING)
0289	ENGLISH COMPOSITION II	ENGL299	INTRO TO RESEARCH WRITING
0298	INDEPENDENT STUDY	ENGLXXX	ENGL EL.(INDEPENDENT STUDY)

NEOSHO COUNTY CMTY COLLEGE				University of Kansas			
Dept	Num	Title	Hours	Dept	Num	Title	Hours
ENGL	101	ENGL COMPOSITION I	3.00	ENGL	101	COMPOSITION	3.00
ENGL	103	CREATIVE WRITING	2.00	ENGL	H	CREATIVE WRITING	2.00
ENGL	104	WRIT/ORAL PERSN	1.00	-	-	<b>DOES NOT TRANSFER</b>	-

HSTI							
ENGL	107	STUDIES IN SHAKESPEA	1.00	ENGL	U	STUDIES IN SHAKESPEA	1.00
ENGL	113	GEN LITERATURE	3.00	ENGL	HE	GEN LITERATURE	3.00
ENGL	200	WOMEN'S VOICES	3.00	ENGL	HE	WOMEN'S VOICES	3.00
ENGL	215	INTRO TO MYTHOLOGY	3.00	CLSX	148	GREEK AND ROMAN MYTHOLOGY	3.00
ENGL	217	KANSAS LITERATURE	1.00	ENGL	U	KANSAS LITERATURE	1.00
ENGL	221	INTRO TO WESTRN LIT	3.00	ENGL	HE	INTRO TO WESTRN LIT	3.00
ENGL	230	AMERICAN LITERATURE	3.00	ENGL	HE	AMERICAN LITERATURE	3.00
ENGL	240	ENGLISH LITERATURE I	3.00	ENGL	HE	ENGLISH LITERATURE I	3.00
ENGL	241	ENGLISH LITERATURE II	3.00	ENGL	HE	ENGLISH LITERATURE II	3.00
ENGL	249	INTR POETRY WRITING	3.00	ENGL	H	INTR POETRY WRITING	3.00
ENGL	250	INTR FICTION WRTNG	3.00	ENGL	H	INTR FICTION WRTNG	3.00
ENGL	260	SHORT FICTION	3.00	ENGL	209	INTRODUCTION TO FICTION	3.00
ENGL	289	ENGLISH COMP II	3.00	ENGL	102	CRITICAL READING AND WRITING	3.00
ENGL	298	INDEPENDENT STUDY	3.00	ENGL	U	INDEPENDENT STUDY	3.00
ENGL	299	ENGLISH COMP II-H	3.00	ENGL	102	CRITICAL READING AND WRITING	3.00

Dept/Course #	Course Name	Credits	Depart.	Course #	Course Name
CB 100	Practical English (z'd)	3	EN	0XX	No Credit
CB 101	English Comp I	3	EN	101	Freshman Comp
CB 102	English Comp II	3	EN	1XX	Lower Division Elective
CB 104	Written/Oral Pers History I	1	EN	1XX	Lower Division Elective
CB 105	Intro to Fiction Writing	3	EN	209	Creative Writing: Fiction
CB 106	Intro to Poetry Writing	3	EN	206	Creative Writing: Poetry
CB 107	Studies in Shakespeare	1	EN	1XX	Lower Division Elective
CB 11	Fund Written Comm I (z'd)	3	EN	0XX	No Credit
CB 120	Speed Reading	1	EN	1XX	Lower Division Elective
CB 121	Writing Skills	3	EN	0XX	No Credit
CB 17	Reading Proficiency I (z'd)	3	EN	0XX	No Credit
CB 18	Reading Proficiency II (z'd)	3	EN	0XX	No Credit
CB 19	Study Skills Seminar (z'd)	1	EN	0XX	No Credit
CB 205	English Literature		EN	1XX	Lower Division Elective
CB 206	English Literature	3	EN	1XX	Lower Division Elective
CB 21	Fund Of Written Comm II (z'd)	3	EN	0XX	No Credit
CB 212	Intro To Mythology	3	EN	210	Mythologies In Literature
CB 214	Regional Folklore	1	EN	1XX	Lower Division Elective
CB 215	Introduction to Mythology	3	EN	210	Mythologies In Literature
CB 216	American Folklore	1	EN	1XX	Lower Division Elective
CB 217	Kansas Literature	1	EN	138	Kansas Literature
CB 218	American Literature	3	EN	1XX	Lower Division Elective
CB 221	Intro To Western Literature	3	EN	1XX	Lower Division Elective
CB 230	General Literature	3	EN	1XX	Lower Division Elective
CB 260	Short Fiction	3	EN	131	Understanding Short Fiction
CB 299	Independent Study	1	EN	1XX	Lower Division Elective
ENGL 013	Fund/Written Com (Z'D)	5	EN	0XX	No Credit
ENGL 018	Read Prof II (Z'D)	3	EN	0XX	No Credit
ENGL 100	Pre-Composition	3	EN	100	Developmental English
ENGL 101	English Comp I	3	EN	101	Freshman Comp
ENGL 103	Creative Writing	3	EN	1XX	Lower Division Elective
ENGL 104	Written/Oral Persnl History I	1	EN	1XX	Lower Division Elective
ENGL 107	Studies in Shakespeare	1	EN	1XX	Lower Division Elective
ENGL 11	Fund Written Comm I (z'd)	3	EN	0XX	No Credit
ENGL 113	General Literature	3	EN	135	Intro To Literature
ENGL 121	Reading in the Disciplines	3	EN	1XX	Lower Division Elective
ENGL 17	Reading Proficiency (z'd)	3	EN	0XX	No Credit
ENGL 18	Reading Proficiency II (z'd)	3	EN	0XX	No Credit
ENGL 19	Study Skills Seminar (z'd)	1	EN	0XX	No Credit
ENGL 21	Fund Written Comm II (z'd)	2	EN	0XX	No Credit
ENGL 215	Intro Mythology	3	EN	210	Mythologies In Literature
ENGL 217	Kansas Literature	1	EN	138	Kansas Literature
ENGL 221	Intro To Western Literature	3	EN	1XX	Lower Division Elective

ENGL 230	American Lit	3	EN	1XX	Lower Division Elective
ENGL 240	English Literature	3	EN	225	Survey Of English Literature
ENGL 241	English Literature	3	EN	225	Survey Of English Literature
ENGL 249	Introduction To Poetry Writing	3	EN	1XX	Lower Division Elective
ENGL 250	Intro to Fiction Writing	3	EN	209	Creative Writing: Fiction
ENGL 260	Short Fiction	3	EN	131	Understanding Short Fiction
ENGL 289	English Comp II	3	EN	1XX	Lower Division Elective
ENGL 298	Independent Study	1	EN	1XX	Lower Division Elective

NEOSHO COUNTY COMMUNITY COLLEGE (KS)			KANSAS STATE UNIVERSITY		
EFFECTIVE					
COURSE	TITLE	COURSE	TITLE	FROM	TO
ENGL101	ENGLISH COMP I	ENGL 100	EXPOSITORY WRITING 1	19992	99999
ENGL103	PROJECTS IN CREATIVE WRITING		TRANS-1:**	20005	99999
ENGL104	WRITTEN ORAL PERS HIST		NO TRANSFER	19992	99999
ENGL107	STUDIES IN SHAKESPEARE		ENGL -1:**	19992	99999
ENGL111	BOOK REVIEW DISCUSS SEMINAR		NO TRANSFER	20005	99999
ENGL113	GENERAL LITERATURE	ENGL 251	INTRO LITERATURE	19992	99999
ENGL121	READING IN THE DISCIPLINES		NO TRANSFER	20005	99999
ENGL215	INTRO TO MYTHOLOGY I		TRANS-2:**	19992	99999
ENGL217	KANSAS LIT		TRANS-2:**	19992	99999
ENGL221	INTRO WEST LIT		ENGL -2:**	19992	99999
ENGL230	AMERICAN LIT	ENGL 295	SELECTED STDY ENGL	20022	99999
ENGL240	ENGLISH LIT	ENGL 261	BRIT LIT MED & RENAI	19992	99999
ENGL241	ENGLISH LIT	ENGL 262	BR LIT ENLGHT TO MOD	19992	99999
ENGL249	INTRO TO POETRY WRITING		ENGL -2:**	19992	99999
ENGL250	INTRO TO FICTION WRITING		ENGL -2:**	19992	99999
ENGL260	SHORT FICTION	ENGL 253	THE SHORT STORY	20085	99999
ENGL289	ENGLISH COMP II	ENGL 200	EXPOSITORY WRITING 2	19992	99999
ENGL298	IND STUDY	ENGL -2:**		19992	99999
ENGL299	ENGLISH HONORS COMP II-H	ENGL 210	THE USES OF POETRY	20092	99999

**FORT HAYS STATE UNIVERSITY - COURSE EQUIVALENCY SYSTEM 08/19/10**

Neosho County Community College, Chanute, KS		FORT HAYS STATE UNIVERSITY		
COURSE NUMBER	COURSE TITLE	HOURS	CODE	DEPT NUM
ENGL 101 98F	English Composition I	3.0	EQ 3.0	*ENG 101
	English Composition I			

ENGL 113 98F	General Literature Introduction to Literature	3.0	EQ 3.0	*ENG 126
ENGL 121 10F	Reading in the Disciplines	3.0	NT 3.0	
ENGL 125 10F	English Composition I- Honors English Composition I	3.0	EQ 3.0	*ENG 101
ENGL 200 10F	Topics in Literature: Women's Voices	3.0	EL 3.0	
ENGL 215 98F	Introduction to Mythology	3.0	EL 3.0	
ENGL 221 98F	Introduction to Western Literature Introduction to Literature	3.0	EQ 3.0	*ENG 126
ENGL 230 98F	American Literature Survey of American Literature II	3.0	EQ 3.0	ENG 252
ENGL 250 98F	Introduction to Fiction Writing	3.0	EL 3.0	
ENGL 260 98F	Short Fiction Introduction to Fiction	3.0	EQ 3.0	*ENG 327
ENGL 265 10F	Technical Writing Technical and Professional Writing	3.0	EQ 3.0	ENG 303
ENGL 289 98F	English Composition II English Composition II	3.0	EQ 3.0	*ENG 102
ENGL 298 98F	Independent Study	1.0 2.0 3.0	EL 1.0 EL 2.0 EL 3.0	

### Effects of English Courses on General Education Outcomes

The English Department provides vital contributions to meeting the general education goals of Neosho County Community College. Courses from the English Department have a profound impact on two of the four categories of general education goals. First, the communication goal includes development of “effective written communication skills.” Obviously, all of the English coursework would help students to meet these goals, with the strongest impact from Engl 101, Engl 289 and Engl 299, English Composition I, English Composition II, and English Composition II—Honors. Secondly, the analytical thinking goal includes a skill set that the courses in the English Department help to meet: “utilizing various information resources including technology for research and data collection.” Academic research and the proper presentation of research findings are two of the main focuses of Engl 289 and Engl 299, English Composition II and English Composition II—Honors. Clearly, the English Department plays an essential role in meeting the college’s general education goals.

## Efforts to Stay Current in the Curriculum

Full-time faculty members strive to remain current in the discipline through a variety of activities. At least one member of the department always attends the annual Kansas core competencies meetings. At these meetings efforts are made to align high school and college composition. Moreover, representatives agree upon statewide core outcomes for Composition I and Composition II. In addition, faculty members participate in professional organizations, including the National Council of Teachers of English, the National Association of Developmental Educators, and the National Education Association. Finally, members of the department are taking graduate level courses related to the discipline and to pedagogy.

## Section 3: Data—Enrollment and Costs

### ENROLLMENT NUMBERS

The tables below show the headcount and generated credit hours for English classes from the 2006-2007 school year through the 2010-2011 school year. Since composition classes are required for degrees and since most literature classes can serve as humanities electives to meet general education requirements at Neosho County Community College and often at transfer institutions, the English Department generates a large number of hours.

<u>Headcount/Course/Academic Year</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>TOTALS</u>
ENGL 101 - English Composition I	553	516	489	482	519	<b>2559</b>
ENGL 113 - General Literature	60	10	27	8	18	<b>123</b>
ENGL 221 - Introduction to Western Literature	19	0	30	21	7	<b>77</b>
ENGL 230 - American Literature	31	36	11	16	33	<b>127</b>
ENGL 250 - Introduction to Fiction Writing	0	0	0	5	0	<b>5</b>
ENGL 260 - Short Fiction	0	0	0	0	0	<b>0</b>
ENGL 265 - Technical Writing	8	12	0	0	0	<b>20</b>
ENGL 289 - English Composition II	450	430	280	338	342	<b>1840</b>
ENGL 299 - English Composition II - Honors	0	3	9	6	4	<b>22</b>
<b>TOTALS</b>	<b>1121</b>	<b>1007</b>	<b>846</b>	<b>876</b>	<b>923</b>	<b>4773</b>

<u>FTE/Course/Academic Year (Generated Hrs/30)</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>TOTALS</u>
ENGL 101 - English Composition I	55.3	51.6	48.9	48.2	51.9	255.9
ENGL 113 - General Literature	6.0	1.0	2.7	0.8	1.8	12.3



ENGL 221 - Introduction to Western Literature	1.9	0.0	3.0	2.1	0.7	7.7
ENGL 230 - American Literature	3.1	3.6	1.1	1.6	3.3	12.7
ENGL 250 - Introduction to Fiction Writing	0.0	0.0	0.0	0.5	0.0	0.5
ENGL 260 - Short Fiction	0.0	0.0	0.0	0.0	0.0	0.0
ENGL 265 - Technical Writing	0.8	1.2	0.0	0.0	0.0	2.0
ENGL 289 - English Composition II	45.0	43.0	28.0	33.8	34.2	184.0
ENGL 299 - English Composition II - Honors	0.0	0.3	0.9	0.6	0.4	2.2
<b>TOTALS</b>	<b>112.1</b>	<b>100.7</b>	<b>84.6</b>	<b>87.6</b>	<b>92.3</b>	<b>477.3</b>

The following tables show English enrollment by site.

<u>Sctns</u>	<u>Headcount/Site-Time/Academic Year</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>TOTALS</u>
10's	Chanute - Day	370	326	309	296	293	<b>1594</b>
20's	Chanute - Night	49	56	45	25	40	<b>215</b>
70's	In-District - Outreach	208	157	110	143	156	<b>774</b>
30's	Ottawa - Day	77	86	57	57	67	<b>344</b>
40's	Ottawa - Night	151	80	66	97	113	<b>507</b>
80's	Out-District - Outreach	178	178	165	162	144	<b>827</b>
90's	Web - Online	88	124	94	96	110	<b>512</b>
	<b>TOTALS</b>	<b>1121</b>	<b>1007</b>	<b>846</b>	<b>876</b>	<b>923</b>	<b>4773</b>

<u>Sctns</u>	<u>Generated Hours/Site-Time/Academic Year</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>TOTALS</u>
10's	Chanute - Day	1110	978	927	888	879	<b>4782</b>
20's	Chanute - Night	147	168	135	75	120	<b>645</b>
70's	In-District - Outreach	624	471	330	429	468	<b>2322</b>
30's	Ottawa - Day	231	258	171	171	201	<b>1032</b>
40's	Ottawa - Night	453	240	198	291	339	<b>1521</b>
80's	Out-District - Outreach	534	534	495	486	432	<b>2481</b>
90's	Web - Online	264	372	282	288	330	<b>1536</b>
	<b>TOTALS</b>	<b>3363</b>	<b>3021</b>	<b>2538</b>	<b>2628</b>	<b>2769</b>	<b>14319</b>

The tables below show total grade distributions for English composition classes from the 2006-2007 school year through the 2010-2011 school year.

### Grade Distribution

**ENGL 101 - English  
Composition I**

<u>GRADE/YR</u>	<u>06- 07</u>	<u>07- 08</u>	<u>08- 09</u>	<u>09- 10</u>	<u>10- 11</u>	<u>TOTALS</u>
A	160	141	134	153	194	<b>782</b>
B	173	129	116	146	117	<b>681</b>
C	111	118	128	114	78	<b>549</b>
D	32	24	23	20	26	<b>125</b>
F	46	69	52	32	49	<b>248</b>
I	0	0	2	1	1	<b>4</b>
W	22	29	20	8	27	<b>106</b>
WA	9	6	14	8	27	<b>64</b>
<b>TOTALS</b>	<b>553</b>	<b>516</b>	<b>489</b>	<b>482</b>	<b>519</b>	<b>2559</b>
<b>ENROLLMENT</b>	553	516	489	482	519	<b>2559</b>
<b>WITHDRAWS</b>	31	35	34	16	54	<b>170</b>
<b>WITHDRAW %</b>	<b>6%</b>	<b>7%</b>	<b>7%</b>	<b>3%</b>	<b>10%</b>	<b>7%</b>

**Grade Distribution  
ENGL 289 - English  
Composition II**

<u>GRADE/YR</u>	<u>06- 07</u>	<u>07- 08</u>	<u>08- 09</u>	<u>09- 10</u>	<u>10- 11</u>	<u>TOTALS</u>
A	154	147	98	101	130	<b>630</b>
B	125	109	64	94	90	<b>482</b>
C	69	65	68	69	35	<b>306</b>
D	16	22	14	18	13	<b>83</b>
F	36	46	21	31	27	<b>161</b>
I	0	2	0	1	1	<b>4</b>
W	46	37	11	22	32	<b>148</b>
WA	4	2	4	2	14	<b>26</b>
<b>TOTALS</b>	<b>450</b>	<b>430</b>	<b>280</b>	<b>338</b>	<b>342</b>	<b>1840</b>
<b>ENROLLMENT</b>	450	430	280	338	342	<b>1840</b>
<b>WITHDRAWS</b>	50	39	15	24	46	<b>174</b>
<b>WITHDRAW %</b>	<b>11%</b>	<b>9%</b>	<b>5%</b>	<b>7%</b>	<b>13%</b>	<b>9%</b>

**Grade Distribution  
ENGL 299 - English Composition II -  
Honors**

<u>GRADE/YR</u>	<u>06- 07</u>	<u>07- 08</u>	<u>08- 09</u>	<u>09- 10</u>	<u>10- 11</u>	<u>TOTALS</u>
A	0	3	3	2	4	<b>12</b>
B	0	0	2	2	0	<b>4</b>

C	0	0	0	1	0	1
D	0	0	1	0	0	1
F	0	0	1	1	0	2
I	0	0	0	0	0	0
W	0	0	2	0	0	2
WA	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>3</b>	<b>9</b>	<b>6</b>	<b>4</b>	<b>22</b>
<b>ENROLLMENT</b>	0	3	9	6	4	22
<b>WITHDRAWS</b>	0	0	2	0	0	2
<b>WITHDRAW %</b>	<b>0%</b>	<b>0%</b>	<b>22%</b>	<b>0%</b>	<b>0%</b>	<b>9%</b>

The grade distributions for other writing classes are shown below.

### Grade Distribution

#### ENGL 250 - Introduction to Fiction Writing

<u>GRADE/YR</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>TOTALS</u>
A	0	0	0	4	0	4
B	0	0	0	0	0	0
C	0	0	0	0	0	0
D	0	0	0	0	0	0
F	0	0	0	0	0	0
I	0	0	0	0	0	0
W	0	0	0	1	0	1
WA	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>5</b>
<b>ENROLLMENT</b>	0	0	0	5	0	5
<b>WITHDRAWS</b>	0	0	0	1	0	1
<b>WITHDRAW %</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>20%</b>	<b>0%</b>	<b>20%</b>

### Grade Distribution

#### ENGL 265 - Technical Writing

<u>GRADE/YR</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>TOTALS</u>
A	4	2	0	0	0	6
B	1	2	0	0	0	3

C	1	2	0	0	0	<b>3</b>
D	1	5	0	0	0	<b>6</b>
F	1	1	0	0	0	<b>2</b>
I	0	0	0	0	0	<b>0</b>
W	0	0	0	0	0	<b>0</b>
WA	0	0	0	0	0	<b>0</b>
<b>TOTALS</b>	<b>8</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>
<b>ENROLLMENT</b>	8	12	0	0	0	<b>20</b>
<b>WITHDRAWS</b>	0	0	0	0	0	<b>0</b>
<b>WITHDRAW %</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

Below are the literature grade distributions for the same five years noted in the tables above.

**ENGL 113 - General  
Literature**

<u>GRADE/YR</u>	<u>06- 07</u>	<u>07- 08</u>	<u>08- 09</u>	<u>09- 10</u>	<u>10- 11</u>	<u>TOTALS</u>
A	15	6	6	0	13	<b>40</b>
B	23	2	8	1	3	<b>37</b>
C	11	0	6	4	1	<b>22</b>
D	1	0	1	0	0	<b>2</b>
F	4	0	3	1	1	<b>9</b>
I	0	0	0	0	0	<b>0</b>
W	3	0	3	2	0	<b>8</b>
WA	3	2	0	0	0	<b>5</b>
<b>TOTALS</b>	<b>60</b>	<b>10</b>	<b>27</b>	<b>8</b>	<b>18</b>	<b>123</b>
<b>ENROLLMENT</b>	60	10	27	8	18	<b>123</b>
<b>WITHDRAWS</b>	6	2	3	2	0	<b>13</b>
<b>WITHDRAW %</b>	<b>10%</b>	<b>20%</b>	<b>11%</b>	<b>25%</b>	<b>0%</b>	<b>11%</b>

**Grade Distribution  
ENGL 221 - Introduction to  
Western Literature**

<u>GRADE/YR</u>	<u>06- 07</u>	<u>07- 08</u>	<u>08- 09</u>	<u>09- 10</u>	<u>10- 11</u>	<u>TOTALS</u>
A	6	0	4	8	2	<b>20</b>
B	3	0	15	3	2	<b>23</b>
C	3	0	3	1	0	<b>7</b>

D	2	0	1	4	0	7
F	4	0	3	2	1	10
I	0	0	0	0	0	0
W	1	0	4	3	2	10
WA	0	0	0	0	0	0
<b>TOTALS</b>	<b>19</b>	<b>0</b>	<b>30</b>	<b>21</b>	<b>7</b>	<b>77</b>
<b>ENROLLMENT</b>	19	0	30	21	7	77
<b>WITHDRAWS</b>	1	0	4	3	2	10
<b>WITHDRAW %</b>	5%	0%	13%	14%	29%	13%

**Grade Distribution  
ENGL 230 - American  
Literature**

<u>GRADE/YR</u>	<u>06- 07</u>	<u>07- 08</u>	<u>08- 09</u>	<u>09- 10</u>	<u>10- 11</u>	<u>TOTALS</u>
A	10	11	2	5	20	48
B	4	9	4	5	5	27
C	7	5	2	1	0	15
D	1	1	1	2	1	6
F	2	6	0	0	0	8
I	0	0	0	0	0	0
W	4	3	0	2	3	12
WA	3	1	2	1	4	11
<b>TOTALS</b>	<b>31</b>	<b>36</b>	<b>11</b>	<b>16</b>	<b>33</b>	<b>127</b>
<b>ENROLLMENT</b>	31	36	11	16	33	127
<b>WITHDRAWS</b>	7	4	2	3	7	23
<b>WITHDRAW %</b>	23%	11%	18%	19%	21%	18%

**Grade Distribution  
ENGL 260 - Short Fiction  
(Not Taught)**

<u>GRADE/YR</u>	<u>06- 07</u>	<u>07- 08</u>	<u>08- 09</u>	<u>09- 10</u>	<u>10- 11</u>	<u>TOTALS</u>
A	0	0	0	0	0	0
B	0	0	0	0	0	0
C	0	0	0	0	0	0
D	0	0	0	0	0	0
F	0	0	0	0	0	0
I	0	0	0	0	0	0
W	0	0	0	0	0	0
WA	0	0	0	0	0	0

<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENROLLMENT</b>	0	0	0	0	0	0
<b>WITHDRAWS</b>	0	0	0	0	0	0
<b>WITHDRAW %</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

In an effort to replace the courses no longer offered, two new classes—Introduction to Mythology (ENGL 215) and English Literature I (ENGL 240)—are now offered. The former class made in the Fall 2011 and has enough enrollment to make again in the Spring. The latter did not make in the Fall, but is generating more interest for the Spring semester.

### **COST INFORMATION**

The following charts display the cost information of the English budget for the last five years.

The yearly budgets are as follows:

#### **FY 2006-2007**

Clerical Salary	0.00
Travel	0.00
Postage	1.17
Conference	0.00
Telephone	30.00
Lease/Rental Copier	1,500.00
Equipment Repair	0.00
Dues/Memberships	0.00
Instructional Supplies	0.00
Office Supplies	200.00
Books	0.00
Audio-Visual Aids	0.00
Small Equipment	0.00
Equipment	0.00
Software	0.00
<b>Totals</b>	<b>1,731.17</b>

#### **FY 2007-2008**

Clerical Salary	0.00
Fringe Benefits	0.00
Travel	0.00
Postage	2.00
Conference	0.00

Telephone	30.00
Lease/Rental Copier	1,100.00
Equipment Repair	0.00
Dues/Memberships	0.00
Instructional Supplies	22.00
Office Supplies	428.00
Books	0.00
Audio-Visual Aids	0.00
Small Equipment	0.00
Equipment	0.00
Software	0.00
<b>TOTALS</b>	<b>1,582.00</b>

**FY 2008-2009**

Clerical Salary	0.00
Social Security	0.00
Fringe Benefits	0.00
Travel	0.00
Postage	10.00
Printing	0.00
Conference	0.00
Telephone	30.00
Copier Lease/Rental	1,100.00
Equipment Repair	0.00
Contract Services	2,224.75
Dues/Memberships	0.00
Instructional Supplies	270.00
Office Supplies	540.00
Audio/Visual Aids	0.00
Small Equipment	0.00
Equipment	0.00
Software	0.00
Maintenance Salary (OT)	0.00
<b>Total</b>	<b>4,174.75</b>

**FY 2009-2010**

Clerical Salary	0.00
Social Security	0.00
Fringe Benefits	0.00
Travel	0.00

Postage	10.00
Printing	1,100.00
Conference	0.00
Telephone	15.00
Copier Lease/Rental	1,625.00
Equipment Repair	0.00
Contract Services	0.00
Dues/Memberships	0.00
Instructional Supplies	0.00
Office Supplies	225.00
Books	0.00
Audio/Visual Aids	0.00
Small Equipment	0.00
Equipment	0.00
Software	0.00
Maintenance Salary (OT)	0.00
<b>Total</b>	<b>2,975.00</b>

#### **FY 2010-2011**

Clerical Salary	0.00
Social Security	0.00
Fringe Benefits	0.00
Travel	0.00
Postage	10.00
Printing	1100.00
Conference	0.00
Telephone	15.00
Copier Lease/Rental	1500.00
Equipment Repair	0.00
Contract Services	0.00
Dues/Memberships	0.00
Instructional Supplies	300.00
Office Supplies	550.00
Books	0.00
Audio/Visual Aids	250.00
Small Equipment	0.00
Equipment	0.00
Software	0.00
Maintenance Salary (OT)	0.00
<b>Total</b>	<b>3725.00</b>



The following chart shows the yearly cost per FTE and cost per credit hour:

Year	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
Total Budget	1731.17	1582.00	4174.75	2975.00	3725.00
FTE	55.30	51.60	48.90	48.20	51.90
Cost per FTE	31.31	30.66	85.37	61.72	71.77
Credit Hours Generated	3363	3021	2538.00	2628	2769
Cost per Credit Hour	0.51	0.52	1.64	1.13	1.35

#### Section 4: Faculty

There are four full-time faculty members in the English Department. However, three of the faculty members also have teaching responsibilities for courses outside the discipline. In fact, the majority of the course load for two of the full-time instructors is not in the English Department. Only one of the full-time instructors teaches English exclusively. In addition, there are twenty-four adjunct faculty members who teach concurrent and outreach site classes, on the Ottawa campus, and on the Chanute campus. Full-time faculty members teach approximately 49% of the credit hours within the English Department, with adjunct instructors accounting for the remaining 51%. However, approximately 51% of the students enrolled in English classes are in courses being taught by full-time faculty.

#### Efforts to Stay Current in the Curriculum

Full-time faculty members strive to remain current in the discipline through a variety of activities. At least one member of the department always attends the annual Kansas core competencies meetings. In addition, faculty members read professional journals, participate in professional organizations, including the National Council of Teachers of English, the National Association of Developmental Educators, and the National Education Association, attend professional conferences related to the discipline, and take graduate level courses, including work on a doctoral dissertation.

#### SWOT Analysis

##### Strengths

1. Highly qualified faculty who actively stay current in the field.
2. Varied offerings/flexible scheduling.
  1. *Highly qualified faculty who actively stay current in the field.*
  2. *Varied offerings/flexible scheduling.*

3. *A computer lab devoted to composition classes, which allows students to work at their own pace and to receive one on one instruction from faculty.*
4. *CAAP scores indicate that many students are able to write at a level above national average after completing the composition sequence.*
5. *A strong working relationship with instructors who teach developmental English courses.*

### **Weaknesses**

1. Percentage of courses taught by adjunct instructors.
2. A disconnect between full time and adjunct faculty members.
3. A full time faculty member retiring.
4. Grade inflation trends.
  1. *No full time English instructor on the Ottawa campus.*
  2. *Since the last program review, the number of full time faculty members has decreased by one, and there is only one full time instructor who teaches English exclusively while enrollment continues to increase.*
  3. *Percentage of courses taught by adjunct instructors has increased since the last program review.*
  4. *A disconnect between full time and adjunct faculty members.*
  5. *One full time faculty member will be teaching speech almost exclusively and plans to retain only one English course per year.*
  6. *Newly developed courses in philosophy will be decreasing the number of English courses one full-time faculty member can teach.*
  7. *Increased enrollment in developmental courses will decrease the number of English courses another full-time faculty member can teach.*
  8. *Greater enrollment in online English courses resulting in a shortage of instructors for face-to-face courses.*

### **Opportunities**

1. Performance agreements
  1. *Increased enrollment*
  2. *Expanding literature offerings to meet student needs.*

### **Threats**

1. Underprepared students