

Area for Improvement	Specific Action Step	Person(s) Responsible	Expected date of completion
<b>I. Program: Mission, Governance, Resources &amp; Facilities</b>			
<i>Ia. Program / Immediate-term actions</i>			
OTPS budget has been cut; travel funds are too low to allow adequate faculty support.	Secure an English Department budget that effectively supports day-to-day functioning as well as research and full-time faculty development.	Department Chair (Robinson), P&B committee	ongoing
Part-time faculty teaching composition courses are not currently paid to attend needed development workshops.	Secure budget to support at least two faculty development workshops per semester for contingent faculty who teach general education composition courses.	Department Chair (Robinson) and Writing Program Director (Kirkham)	ongoing
Offices are in poor physical condition with climate control issues, rodent infestations, and fly problems.	Ensure, with the assistance of the Office of Administrative Affairs, that offices are cleaned and maintained, with appropriate temperature control, regular duct cleaning, repair, and prevention of leakage, etc.	Department environmental committee representative (Moore) and Hall.	ongoing
Staff workload has increased while number of staff has decreased. Loss of part-time assistant to the Journalism Program.	Hire part-time office support staff to work with Journalism Program and to cover the office during evening hours.	Department Chair (Robinson) and Journalism Program Director (Lewis)	Spring 2017
Successful reallocation and rebuilding of office space in last Action Plan ensured that full-time faculty all have access to office space.	Make sure office space availability keeps pace with full-time hiring.	Department Chair (Robinson)	ongoing

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<p>Instructional environments are not conducive to the current best practices in the pedagogies relevant to teaching, particularly in writing. Smart classrooms that the English Department regularly uses have persistent problems with the technology.</p>	<p>Oversee purchasing, installation, and maintenance of computers, furniture, etc. for technology-enriched writing classrooms, including computer labs.</p>	<p>Writing Center Director (Hall)</p>	<p>Spring 2018</p>
<p><i>Ib. Program / Medium-term actions (3 year goals)</i></p>			
<p>Out of the CUNY senior colleges that offer BAs in Journalism, York is the only one to lack a dedicated space that simulates a 21<sup>st</sup> century newsroom. Enrollment in Journalism major is declining.</p>	<p>Identify/fund/construct appropriate space for Journalism News Lab.</p>	<p>Journalism Program Director (Lewis)</p>	<p>Fall 2017</p>
<p><i>Ic. Program / Longer-term actions (5 year goals)</i></p>			
<p>Department plays a heavy service role for the college, administering general education and Writing courses.</p>	<p>Assess and reconsider the English Department's service role at the college, especially in light of the fact that English Department reassigned time is spent administering writing courses that serve the whole college, and that there is no opportunity for more reassigned time allocated from the college. Include reconsideration of administrative model for Writing Program.</p>	<p>Department Chair (Robinson) and Writing Program (Kirkham, Hall, Inaytulla, Grasso)</p>	<p>Spring 2020</p>
<p>Need for dedicated space that simulates a 21<sup>st</sup> century newsroom.</p>	<p>Oversee purchasing, installation, and maintenance of equipment for Journalism News Lab.</p>	<p>Journalism Program Director (Lewis)</p>	<p>Spring 2021</p>

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<b>II. Curriculum: Majors, Minors, Online Courses, Prerequisites Structure, Syllabi, and Objectives</b>			
<i>Ia. Curriculum / Immediate-term actions</i>			
Increase pass rates and foster student success in composition courses.	Consult on development of Studio Course to support student writers in ENG 125.	Inayatulla , Writing Program Director (Kirkham), and Writing Course Coordinator (Grasso).	Fall 2017
Assessment of capstone course revealed that assignment prompt did not appear to ask students to engage with texts and terms at a "ready for graduate school" level as specified in rubric.	Clarify goals and objectives for capstone course in English major.	Department Assessment Committee	Spring 2018
New developments in the field in digital humanities need to be addressed; students expressed interest in diversified curricular options.	Develop interdisciplinary minor program in Digital Studies.	Silva, Dinsman, Garley, and Department Curriculum Committee	Fall 2017
<i>Ib. Curriculum / Medium-term actions (3 year goals)</i>			
Increase pass rates and foster student success in composition courses.	Pilot Studio Course to support student writers in ENG 125.	Inayatulla , Writing Program Director (Kirkham), Writing Course Coordinator (Grasso), and Department Curriculum Committee	Fall 2018
Student survey indicated student interest in courses in minoritized literature, queer literature, and creative writing.	Develop and offer more courses in minoritized literature, queer literature/queer studies, and creative writing, including screenwriting.	All department faculty and Department Curriculum Committee	Spring 2019

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<i>IIC. Curriculum / Longer-term actions (5 year goals)</i>			
Increase pass rates and foster student success in composition courses and WI courses.	Expand Studio course to support ENG 125, ENG 126, WRIT 300, and Writing Intensive courses; add Studio course to college curriculum.	Inayatulla, Writing Program Director (Kirkham), Writing Course Coordinator (Grasso), and Department Curriculum Committee	Spring 2020
Increased growth in creative writing minors and interest in creative writing courses.	Develop BFA in Applied Arts in collaboration with Performing and Fine Arts department and Foreign Languages, Humanities, and ESL department.	Department Chair (Robinson), Creative Writing Faculty (Papa, Kirkham)	Spring 2021
<b>III. Faculty: Scholarship, Instruction, Service, &amp; Workload</b>			
<i>IIIa. Faculty / Immediate-term actions</i>			
Address decrease in number of full-time faculty, problematic full-time to part-time ratios, and strengthen scholarly and creative work in the Department. Address service needs in WPA.	Hire three full-time faculty: one faculty member specializing in Composition and Writing Program Administration, one faculty member in Diasporic Literature(s) with expertise in teaching composition, and one faculty member in Creative Writing.	Department Chair (Robinson), Search Committees (to be formed)	Spring 2018
<i>IIIb. Faculty / Medium-term actions (3 year goals)</i>			
Address decrease in number of full-time faculty, problematic full-time to part-time ratios and strengthen scholarly and creative work in the Department. Widen range of English Department to address recent developments in scholarship.	Hire three more full-time faculty with expertise in Minoritized Literatures, Media Studies, Film Studies, Applied Linguistics, Queer Studies, or Rhetoric who also have training and experience in teaching composition.	Department Chair (Robinson), Search Committees (to be formed)	Spring 2019
<i>IIIc. Faculty / Longer-term actions (5 year goals)</i>			

Area for Improvement	Specific Action Step	Person(s) Responsible	Expected date of completion
Address problematic full-time to part-time ratios and strengthen scholarly and creative work in the Department.	Hire two more full-time faculty: one additional faculty member in Creative Writing, and one faculty member in Rhetoric and Composition.	Department Chair (Robinson), Search Committees (to be formed)	Spring 2021
<b>IV. Students: Student Advisement, Demographics, Enrollment, Learning, &amp; Outcome Assessment (see Note 1.)</b>			
<i>IVa. Students / Medium-term actions (3 year goals)</i>			
Journalism enrollments have declined	Increase and maintain Journalism major enrollments, including by recruiting Business majors	Journalism Program Director (Lewis)	Spring 2019
English Major was revised in 2014 to take a more global perspective on English literature and language and to address the needs of an English major. Need to assess whether we correctly identified these needs.	Assess new English major to evaluate how well it serves the department mission <i>and</i> post-college needs of our students: graduate school, professional work, etc.	Department Assessment Committee and Deputy Chair (Kirkham)	Spring 2019

Note 1: As students are a primary focus of the Department's combined efforts at York College, findings and recommendations from the “Students and Student Support Services” section of the Academic Program Review informed all sections of this action plan, which take student demographic trends, outcomes, student-focused technology and resources, and student-requested curricular initiatives into account.