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Colleges of Arts and Sciences

College of Languages, Linguistics, and Literature

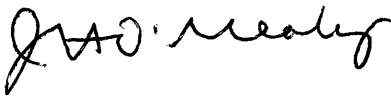
Office of the Dean

MANOA CHANCELLOR'S  
OFFICE

November 23, 2009

**MEMORANDUM**

TO: Reed Dasenbrock  
Vice Chancellor for Academic Affairs

FROM: Joseph H. O'Mealy   
Interim Dean  
College of Languages, Linguistics, and Literature

SUBJECT: Program Review One-Year Progress Report

This progress report responds to the concerns expressed by the external reviewer in LLL's 2008 Program Review, as well as to specific targets for improvement detailed in Interim VCAA Peter Quigley's letter of November 24, 2008. As you know only too well, the fiscal condition of the College and the University has altered considerably over the last year, but I believe we have made reasonable progress toward addressing several of the issues raised by both the external reviewer and the previous VCAA. I will offer a brief report on each of the six progress points listed in Dr. Quigley's memo.

**Develop a plan for addressing disparities in faculty workload throughout the college and across programs.**

The interim dean appointed a faculty committee in September, 2009, to draw up a written workload policy for the College. Such a written policy would offer a rationale for the differing course workloads in the different departments and offer mechanisms whereby individual workloads of faculty members could be adjusted to reflect greater emphasis on research as well as greater emphasis on teaching. This plan was presented to the OVCAA in mid-November, and the College awaits the input of the OVCAA on the suitability of this proposed policy statement. Once approved, each department in LLL will be required to produce its own written workload policy that is consonant with the College's umbrella policy.

**Pursue avenues to increase institutional support for research especially among the stronger, more productive programs, such as SLS and Linguistics; means of rewarding and supporting productivity should be developed.**

Several small steps have been taken toward this end: 1) The interim dean has

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negotiated a small amount of matching funds from the Vice Chancellor for Research that allows the departments of Linguistics and Second Language Studies each to bring up to four prospective graduate students each year to campus for recruitment purposes. LLL has agreed to put up half of the funding and the VCR's office the other half. 2) The LLL Research Committee has awarded travel money to faculty each year to support scholarly and research presentations at conferences beyond the initial one supported by URC funding. This rather under-utilized committee will also be encouraged to consider the creation of annual excellence in research awards as a complement to our very successful excellence in teaching awards. 3) In a policy instituted in the last year by the interim dean, probationary faculty now not only receive a reduced teaching load in their first year of employment but also are now guaranteed a second course release at a time of their own choosing near the conclusion of their probationary period. 4) The new College Workload Policy, which includes this policy for probationary faculty, will now institutionalize research reductions for the most productive researchers more uniformly across the college, instead of in the piecemeal manner that prevailed in the past.

**Redistribute resources to provide additional support to programs that are well subscribed such as Samoan and Korean language programs.**

With budget cuts totaling nearly \$1.5 million over the last year, it has proved almost impossible to redistribute resources, since all of our programs have been struggling to continue to offer students the courses they need to advance in a timely way to graduation. Short of eliminating some vital programs in order to shift those resources to Samoan and Korean, the College has not been able to devise a reasonable way of making a huge difference in the support we currently offer these programs.

However, during the Prioritization process last spring, the interim dean listed both the Samoan Language program and the Korean BA as programs targeted for further investment. Since only seven programs were thus designated (out of approximately 150 programs in the College), LLL's commitment to these two programs was made clear. Unfortunately, to date the Prioritization process has not identified additional resources for these two programs.

Very recently the college received permission to fill an upcoming faculty vacancy with a new assistant professor of Korean language and linguistics. Even though this does not constitute an additional allocation of resources to Korean, receiving this permission from the Chancellor's office is very welcome and moves us closer to fulfilling our commitment to strengthening this strategic and vital language.

**Take the leadership in developing a strategic sense of languages across the campus, especially those of the Asia-Pacific region.**

During the Prioritization process earlier this year, the interim dean placed four Asia-Pacific programs on the short list for "Growth or Investment": the BA in Chinese, the BA in Korean, the Samoan Language Program, and the PhD in Linguistics due to its championing of Language Conservation and Documentation in the Asia-Pacific region. It remains to be seen if any of these priorities receive additional resources over time, due to the current budget deficits. The interim dean has also been working closely with the interim dean of SPAS to promote jointly the fields of Asia-Pacific languages. This past January LLL hired a new assistant professor of Hindi-Urdu with the financial assistance of SPAS (sharing the salary costs for the first three years after which LLL will assume complete costs). SPAS also offered moral support to LLL's request for permission to hire a much needed replacement for a soon to retire Associate Professor of Korean. And SPAS and LLL have been involved in a series of discussions on the topic of re-structuring our two colleges to find the optimal organizational structure to support Manoa's Asia-Pacific emphasis in languages and area studies.

**Improve consistency of academic advising across programs within the college.**

Over the last year, the interim dean has convened a once a semester general meeting among all the faculty advisors in the College and the A&S specialist advisors assigned to LLL. These meetings have introduced the two groups of advisors to each other, have offered a venue for airing differences in methodologies and philosophy, have provided opportunities for asking questions and sharing success stories, as well as updating one another on current practices or changes in policy. One result has been the widening of advisor responsibilities in the East Asian department, so that now every faculty member is expected to advise students, not just the APT who has heretofore carried the whole burden. Improving communication between the major departments and the A&S advisors has been our first goal and it seems to be succeeding.

**Provide opportunities to help faculty develop and implement a program of assessment and appropriate learning outcomes across the College using data to make proactive programmatic and curricular improvements addressing impacts on planning and budgeting.**

Thanks to the expertise of the interim associate dean, Kimi Kondo-Brown, LLL developed and administered electronic exit surveys in AY 2008-2009 to collect and disseminate data concerning students' experiences in the program and the impact of the program on their accomplishments and future plans. The survey had

college-wide (common) questions as well as specific departmental questions. A total of 164 graduating LLL students were invited to complete the exit survey. 84 graduates responded, resulting in a response rate of 51%. 315 undergraduate students who had completed the general education 2-year language requirement were also invited to complete the survey, with 127 responses (40% return rate).

Student exit data were collected by the LLL evaluation resource team, which then generated reports for participating departments and sections. Reports were created over the summer of 2009 and distributed to departments at the beginning of fall 2009. Reports consisted of quantitative and qualitative analyses for all respondent data.

Departments and sections used the reports in various ways. All departments and sections shared results with relevant assessment committee personnel and faculty, which allowed LLL stakeholders to make program decisions, and, in some cases, changes. Some departments presented results to all program stakeholders (including students) in public forums. Others have presented their departmental project experience at public conferences on evaluation and assessment. Finally, all departments and sections have noted the project in their yearly assessment reports required by the UH Office of Assessment.

For more information, please visit our evaluation website:  
<http://www.lll.hawaii.edu/eval/>

I hope this brief report demonstrates that the College of Languages, Linguistics, and Literature has taken seriously the findings of last year's Program Review and has done its best to comply even in the face of the worst fiscal crisis any of us can remember. If you have any questions or wish further information, please do not hesitate to ask. Thank you.

Cc: Krystyna Aune  
Interim Associate Vice Chancellor for Academic Affairs