**Planning and Budget Council Summary Sheet**

**Part I. General Information**
- **Unit, Department or Program:** Developmental English, Language Arts: PRIORITY 2, Composition position
- **Date of request:** 11/20/09
- **Date required:** Fall 2009
- **Start date:**

**Type of request:**
- Health and safety
- Program improvement
- New program
- Facilities, R&M
- Other

**Resources requested:**
- Positions: 1.0
- Equipment
- Operating
- Other 1
- Other 2

**Amount**
- 55,000.00

**Alignment with Strategic Plan:**
- WCC Strategic Plan Action Outcomes: 1.3, 2.1, 2.3, 2.4
- Total 55,000.00

**Part II. Narrative - Description and Rationale (do not exceed space provided)**

**Why is this request important? (what are the most important reasons for this request)**
1. The WCC Action Outcomes document includes the following goals: (2.3) an increase in the number of remedial/developmental students successfully completing their remedial/developmental courses; (1.3) an increase in the number of native Hawaiian students successfully completing developmental reading and writing courses; (2.4) and an increase in the number of student who receive degrees or certificates in the annual fiscal year.
2. The large number of students placing in remedial/developmental writing courses strongly suggests that a full-time developmental education instructor in writing is needed to serve this population, thereby increase the number of students achieving the above goals. Refer to COMPASS placement data provided by Jerry Levinson.
3. Serious ongoing discussions with the Vice-Chancellor of Student Services may lead to a policy of requiring all incoming freshmen take their remedial/developmental courses within their first year of enrollment. If so, more sections will be needed to accommodate the students.

**Descriptive Summary of the Request (provide a summary of the resource request)**
A full-time instructor in composition (with an emphasis in developmental writing) will serve students who are placing in remedial/developmental courses through COMPASS. This request is echoed in the Annual Language Arts Department Report for 2008-2009.

**Rationale for Request (how will the request benefit the unit, department, program or institution; alignment with Strategic Plan and other supporting documents, e.g., program review, annual assessments, department report, etc.)**
COMPASS placement data supports the need for an additional remedial/developmental instructor in writing. One goal of the Achieving the Dream initiative focuses on serving developmental writing students, which ties in closely with both the UHCC and Windward CC Strategic Plan

**Part III. Evaluation**

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