

## Memorandum of Understanding

BA in Communicative Disorders  
College of Health and Human Services

September 2013

This Memorandum of Understanding outlines the consensus reached by the Department of Communicative Disorders, the College of Health and Human Services, and the Division of Academic Affairs, based on the recently conducted program review for the BA in Communicative Disorders. It describes the goals to be achieved, and the actions to be undertaken by all parties to this MOU to achieve these goals, during the next program review cycle. Progress toward goals is to be addressed in the annual report.

The review of the BA in Communicative Disorders (CD) identified a number of strengths, including highly qualified faculty members who are active practitioners in the field, a solid assessment program, and attention to the diversity of faculty, students, and clients of the program. Although the bachelor's degree is not subject to accreditation by the discipline's two accrediting agencies, the external reviewer noted that the undergraduate curriculum was well-aligned with those agencies' standards, and that the undergraduate curriculum was exceptionally strong. The suggestion was made to ensure that relevant accreditation standards (ASHA and CTC) be included on course syllabi for the benefit of students.

Issues identified by the program review revolved around faculty workload and positions. Noting the many obligations of the faculty (two degree programs, self-support offerings in addition to the department's regular instruction, and clinical practice and supervision), the review identified a need for a replacement hire and recommended assigned time for a faculty member to advise the undergraduate students on matters of disciplinary content.

The review identified two areas in which the department's assessment activities could be further developed: the implementation of a remediation plan for students found to be deficient in writing skills, and the development of qualitative and quantitative analyses of the exit interview responses.

Finally, the review stressed the need for sufficient funding to maintain up-to-date equipment for the department's clinic.

It is therefore agreed that:

1. The department will continue to refine its student learning outcomes assessment program, and will continue to use its findings for programmatic and pedagogical improvement.
2. In consultation with the College of Health and Human Services, the department will evaluate the workload of the undergraduate advisor.
3. The department will ensure that ASHA and CTC standards are included in course syllabi

as appropriate.

4. The department will work with the Dean's office to ensure adequate funding to maintain up-to-date equipment for the department's clinic.
5. In consultation with the Dean's office, the department will develop a tenure-track hiring plan to meet the department's instructional needs.
6. The program will provide an annual update on progress made towards the actions agreed to in this MOU, to be submitted in conjunction with its annual assessment report.

This MOU has been read and approved by:

Department Chair: Caryn Maddox

Date: 9/13/13

College Dean: Kew Miller

Date: 9/16/13

Vice Provost: Cecie Lindsay

Date: 9-16-13