Honolulu Community College adheres to the ACCJC standard that students enrolled in the Associate of Arts program develop oral communication skills. Courses qualifying for the Speech (SP) requirement designation are reviewed by the Speech requirement Board and periodically assessed to ensure that the classes meet the hallmarks associated with the SP requirement designation. The SP requirement hallmarks are as follows:

(1) Each student will conduct or participate in a minimum of three oral communication assignments or a comparable amount of oral communication activity during the class. In addition, at least 40% of the final grade for a 3-credit course will be a function of the student’s oral communication activities.

(2) Each student will receive explicit training, in the context of the class, in oral communication concerns relevant to the assignment or activity.

(3) Each student will receive specific feedback, critiquing, and grading of the oral communication assignments or activities from the instructor.

(4) If instructor feedback primarily involves individual or paired students, enrollment will be limited to 20 students. If instructor feedback primarily involves groups of students, enrollment will be limited to 30 students.

In Fall 2012 and Spring 2013, no applications were submitted for review by the SP Requirement Board. Hence, no new courses were certified in the Fall 2012 or Spring 2013 semesters.

Certification for the SP requirement is valid for 5 years from the application date of approval. The expiration dates for currently active SP courses are as follows:

- SP 151 – Expires 02/16/2016
- SP 181 – Expires 01/16/2017
- SP 251 – Expires 02/10/2016
- SP 253 – Expires 12/17/2016
- SP 290 – Expires 06/15/2017

Karadeen Kam-Kalani (SP requirement Board Chair), Douglas Raphael (SP requirement Board), and David Fink (Research Assistant) coordinated the
administration of the Fall 2012 and Spring 2013 Speech Evaluation. All courses with the SP designation completed the SP evaluation at the end of the Fall 2012 and Spring 2013 semester. A total of 16 classes (205 students) completed the evaluation in Fall 2012, and 12 classes (117 students) completed the evaluations in Spring 2013. In Fall 2012, 12 sections of SP 151, 1 section of SP 181, 2 sections of SP 251, and 1 section of SP 253 were included in the analysis. In Spring 2013, 9 sections of SP 151, 2 sections of SP 181, and 1 section of SP 251 were included in the analysis.

Data from end of semester course evaluations provide evidence that the speech requirement hallmarks are indeed being met. Ample evidence suggests that the first hallmark (i.e., Each student will conduct or participate in a minimum of three oral communication assignments or a comparable amount of oral communication activity during the class. In addition, at least 40% of the final grade for a 3-credit course will be a function of the student’s oral communication activities) is being sufficiently met in courses certified to meet the speech requirement. In Fall 2012, ninety-nine percent of students indicated that they were required to complete three or more oral communication assignments over the course of the semester, and 93 percent of students reported that at least 40 percent of their final grade was based on communication activities. Furthermore, 84.4% of respondents perceived that over 40 percent of course activities were dedicated to developing speech communication skills. In Spring 2013, 97.4% of students reported completing three or more speeches throughout the duration of the course, and 97.4% reported that at least 40% of their final course grade was based on speech communication activities. In addition, 92.1% of respondents perceived that 40 percent or more of course activities were dedicated to developing speech communication skills.

The data also confirm that the second speech requirement hallmark (i.e., Each student will receive explicit training, in the context of the class, in oral communication concerns relevant to the assignment or activity) is sufficiently being met by instructors of SP certified courses. In Fall 2012, 87% of students agreed or strongly agreed that their instructor provided sufficient speech communication training to prepare them for their speech communication assignments. In Spring 2013, 93.9% of students agreed or strongly agreed that their instructor provided sufficient speech communication training to prepare them for their speech communication assignments.

Attainment of the third hallmark (i.e., Each student will receive specific feedback, critiquing, and grading of the oral communication assignments or activities from the instructor) is also supported by the data. In Fall 2012, 87% of students indicated that their instructor provided them with specific feedback, critique, and grades for their speech communication activities. In Spring 2013, 93% of students indicated that their instructor provided them with specific feedback, critique, and grades for their speech communication activities.
Lastly, a 20 student enrollment cap for SP certified courses has been routinely enforced by Banner, thus preserving the integrity of the fourth speech requirement hallmark (i.e., if instructor feedback primarily involves individual or paired students, enrollment will be limited to 20 students).

The aforementioned findings provide evidence that HCC SP certified courses have met or exceeded the SP requirement hallmarks, and that students are indeed receiving ample training in the development of their oral communication skills. Speech instructors will be required to continue to have students complete at least three speech communication presentation assignments during the term, and these assignments will account for 40% or more of the student's final grade. Instructors will continue to give students training in oral communication activities to prepare them for their speech assignments and will provide them with specific feedback, critique, and grading of their assignments. A departmental rubric has been developed by instructors and used over the course of the year to standardize grading on speech assignments across all sections of speech courses. The capacity of 20 students per class section has been working well and will continue to be in place for the coming year.

<table>
<thead>
<tr>
<th>Hallmark</th>
<th>Fall 2012</th>
<th>Spring 2013</th>
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<tbody>
<tr>
<td>1: percent of students who indicated that they were required to complete three or more oral communication assignments over the course of the semester.</td>
<td>99%</td>
<td>97.4%</td>
</tr>
<tr>
<td>1: percent of students who reported that at least 40 percent of their final grade was based on communication activities.</td>
<td>93%</td>
<td>97.4%</td>
</tr>
<tr>
<td>1: % of respondents who perceived that over 40 percent of course activities were dedicated to developing speech communication skills.</td>
<td>84.4%</td>
<td>92.1%</td>
</tr>
<tr>
<td>2: % of students who agreed or strongly agreed that their instructor provided sufficient speech communication training to prepare them for their speech communication assignments.</td>
<td>87%</td>
<td>93.9%</td>
</tr>
<tr>
<td>3: % of students who indicated that their instructor provided them with specific feedback, critique, and grades for their speech communication activities.</td>
<td>87%</td>
<td>93%</td>
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