

Oral Communication Across the Curriculum and Speaking Center Projected Timeline for Implementation Start-up needs and Budget¹

April 25, 2008

Timeline

Spring 2008	-	Develop and finalize proposal, time line and budget
Summer 2008	-	Program Director begins, Develop Operational Handbook for Speaking Center
Fall 2008	-	Speaking Center Director begins, Appoint Advisory Committee; Identify and train Communication Consultants; design and populate OCXC website; publicize OCXC and Speaking Center; begin consultations with academic units for possible discipline-specific collaborations
Spring 2009	-	Speech Center opens; conclude consultations with academic units for possible discipline-specific collaborations; Begin faculty development seminars; continue publicity
Summer 2009	-	Program evaluation, update website information and resources; update Speaking Center resources; train Communication Consultants
Fall 2009	-	Speech Center operation continues; Continue faculty development seminars; continue publicity; Offer Workshops

Physical Space Needs

Ideally, The SC will need three –five connected rooms to serve as the physical center: 1-3 rooms for individual and group practice, 1-2 rooms for the work of the Communication Consultants. We recognize, however, that space is currently at a premium on the SU campus. In its early stages, then, the SC may very well operate on a smaller scale by reserving spaces in the GUC or perhaps in the Commons.

Start-up Equipment

Computers, projectors, and furniture for Speaking Center, 1-3 video/sound recording cameras and playback equipment

Budget¹

½ time release for the Director of the OCXC
Summer 2008 support for Director of the OCXC
½ time release for Director of the Speaking Center
(begin fall 2008)

Consultant Salaries	10,000
Supplies	1,000
Resource materials	500
Publications/Publicity	1,500
Equipment Maintenance	500
Staff Development	2,500
Publicity	2,000
Honoraria for Short Courses	2,000
Stipends for Faculty	<u>15,000</u>
	\$39,800

¹Note that the budget projection assumes that both the OCXC program and the Speaking Center operate at expected levels when fully implemented; it is likely that during the first years, costs will not fully approach projections. In addition, we hope that budgetary support will come from the Provost through funds being earmarked for the Student Success Center.