

# 1. Assessment Plan - Four Column



## PIE - Arts - CEA: Photography Unit

### Narrative Reporting Year

**2017-18**

**Contact Person:** Laurie Hartman

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**External Conditions, Trends, or Impacts:** 1. Drones: There has been rapid growth in the use of unmanned aerial vehicles in the photography and imaging industry. Drone cameras are being used in all aspects of imaging including architecture, real estate, sports, journalism and commercial photography. In addition, there is a great labor market demand for drone imaging operators in the field of Photogrammetry. We have submitted four new courses, two certificates, and one AS degree in this area. We will need resources to continue support our new drone curriculum with staffing, faculty, facilities, equipment and professional development.

2. Motion imagery. The convergance of still and motion technology is continuing and has reached the point where photographers are expected to provide both still and motion content. We will need to continue to support our course (Phot 26, Video for Photographers) and our certificate (Photography Video Production) with equipment, staffing, professional development, and facilities. In addition, We are considering offering another course, Advanced Video for Photographers, to better prepare our students for success in our industry.

3. Employment: Many of our program graduates are working as self-employed, contractors, or small business owners. Therefore, they are not captured in standard employment data. This continues to be an issue as we are assessed on our ability to demonstrate that our students are "employed".

4. 360 degree/VR Imaging: This is another emerging technology that is growing rapidly in our industry. Photographers are providing this content for commercial and residential real estate, as well as a growing number of other commercial applications. In response, our full-time faculty member Jason Perez is in the process of developing new curriculum to give our students the skills necessary to be on the forefront of this technology and better prepare them for employment in our industry. We are requesting "Round Two SWP Funding" to support our new 360 VR Imaging Program.

5. Discipline:. We are currently structured under the discipline "Photography" and all potential faculty hires must meet the minimum requirements or equivalency for "Photography". The "Photography" minimum qualifications reflect a strong emphasis in "fine art" photography. However, as we expand into emerging technologies (drones, Photogrammetry, 360 VR imaging, etc), we are finding the "Photography" discipline too limiting and it does not meet our needs. We are unable to find qualified candidates to teach these new technologies that also meet the "Photography" minimum qualifications or our equivalency. We would like to be able to hire candidates that are very skilled in the new technologies we are offering, but they may not meet the "Photography" minimum qualifications. We will be examining our current equivalency, current "discipline", TOPS codes, and exploring other options which will allow us to hire industry experts that are not necessarily trained in "photography". This may be another impetus for leaving the CEA Department and forming a new "Imaging" department which better reflects the broad range of imaging skills we teach and prepares us to move forward with the rapidly changing technology in the imaging industry. We are seeking guidance from our administrators as we navigate this process.

**Internal Conditions, Trends, or Impacts :** 1. Staffing: Full-time Lab Tech . Terah Williams was hired as a full-time laboratory technician to replace Chris Benoe. There are also two part-time laboratory technicians (19/hours week each), however we share one of them with the Film/Television program. In addition, this Spring semester we are also scheduling our Perkins funded Student Tutors for well over 45 hours/week. Due to the growth of our existing Photography Program, the newly approved Drone Program, and the future 360 VR Imaging Program, we are in need of an additional full-time Laboratory Technician.

2. Staffing: Additional permanent Lab Tech Drone Manager position (growth positions). With the introduction of drone program, we will require a lab technician that is familiar with drones to manage the new equipment, maintain flight records per FAA regulations, and accompany students and instructors on drone location shoots.

3. Staffing: Reclassification of Lab Tech position to "Lead Laboratory Technician" or "Laboratory Technician II". Our full-time laboratory technician has additional responsibilities that are of a higher level than our part-time laboratory technicians, despite the fact that they all have the same job title and hourly compensation. For example: scheduling, training and directing the work of two (classified) part-time laboratory technicians and several student tutors, equipment/supply ordering and inventory, implementing and overseeing darkroom safety procedures, maintaining records, participation in department meetings and activities, budget oversight and management, and submitting purchase orders and work orders, as well as many other responsibilities that of a higher order than our other Laboratory Technicians. We would like to see the full-time position re-classified and compensated to reflect the increased responsibilities of this position.

4. Faculty Workload: The Photography Program is the largest program in our department. Recent data collected shows that the full-time faculty each typically log over 400 hours/year on program management tasks (advisory, articulation, outreach, scheduling, ordering equipment and supplies, overseeing classified staff, adjunct faculty and student workers, PIE, SLOs, evaluating, coordinating with our lab techs, writing curriculum, managing budget, pathways mapping, program promotion, etc.). These types of duties are not required of our colleagues in more "academic" disciplines such as math, english, etc. and are not compensated for. We are requesting additional compensation for this additional workload and a part-time Administrative Assistant III to be shared across all CEA programs

5. Full-time faculty member. We believe that data supports the need for an additional full-time faculty member in our program, in addition, our program is continuing to grow. We will need an additional full-time faculty member to support current and future growth. We requested this position in Fall 2017, but it was not funded. With our current (increased) growth, and two new programs starting (drones and 360VR), we have critical need for another faculty member (growth position). Sample data comparing 2016-17 to 2017-18 includes 19% increase in the number of sections, 8.4% increase in LHE, and 127.50 LHE taught by our part-time faculty (48% of total LHE).

6. Funding for Program Marketing. We need funds to develop integrated marketing materials to promote our programs to potential students.

7. Classroom availability. Program growth, additional sections of current courses, plus the addition of new UAV/UAS courses (and future 360VR courses) will result in a shortage of classrooms. We will need access to additional classrooms that are close to our facilities (studio/darkrooms/(future) drone workroom).

8. Facilities:Equipment Storage. We hope to complete the planned Issue Room/Studio Storage remodel during Winter 2019.

9. Impact of the Film/Television Program: Additional storage and staffing is needed to support the Film/Television resources in our area. The days that the film/television students are checking in/out equipment, put a high demand on our staff and facilities, requiring the full-time attention of at least two staff members and the entire use of either the photography finishing room or almost half of the photography studio. This greatly impacts instruction in the Photography Program. We are requesting that the Film/Television program have their own dedicated lab tech and facilities for equipment check in/out (separate from the Photography facilities). This would be very beneficial to students in both programs- for consistency, assistance with equipment, and access to instructors and dedicated staff.

10. Photography Department: The Photography Program is the largest single program within the Commercial & Entertainment Arts Department. With three full-time faculty members and twelve adjuncts we are much larger than any of the other programs in our department. However we find we are often constrained by having to work within the confines of the CEA Department. For example, when ranking full-time faculty requests last fall, the request from the Photography Program was clearly the strongest, demonstrating large, sustained growth and over 165 LHE/year taught by our adjuncts. However, the CEA Department gave a higher priority to a request from another

program which is not growing and does not have enough LHE to support another faculty member.

While we would like to continue to work collaboratively with our CEA partner programs, we prefer to leave CEA and form a new department. The autonomous department could consist of several programs: Commercial Photography, Drone Imaging, 360VR Imaging, and would be re-named to better reflect the broad range of imaging curriculum and technologies we offer. It will also allow for expansion into future new imaging technologies.

11. Campus Policy Restricting Drones: When first developing the drone program, we were unaware of campus policies restricting drone flight on campus. As a result, all drone flying instruction will need to take place off-campus. We are now in need of vans to transport equipment, staff, and students to the off-site locations. We would like to explore the possibility of using Landers Field as a site for our drone instruction.

13. Adjuncts: Some of our adjuncts with Rehire Rights are not adhering college and Faculty Agreement policies/procedures and are not teaching to the Course Outline of Record. It has been difficult and time-consuming to oversee these faculty members, or collect data/rationale for not offering them future courses.

14. Registration Issues: Due to a banner glitch, students were unable to register for PHOT 16 (Fashion) this Spring. As a result the class was cancelled the week before the semester began.

15. Oversight of Classified Staff. We experienced numerous problems with our part time Laboratory Technicians, possibly due to lack of oversight (since full-time faculty are not on campus in the evening). We spend a lot of time overseeing classified staff.

16. Photo Studio; We are offering more studio-based classes, each with about 20 students. Our photography studio has only five shooting spaces. This makes it difficult for all students to use the studio to complete their class assignments. We would like to expand the footprint of the studio to increase the working space.

17. Discipline:. We are currently structured under the discipline "Photography" and all potential faculty hires must meet the minimum requirements or equivalency for "Photography". The "Photography" minimum qualifications reflect a strong emphasis in "fine art" photography. However, as we expand into emerging technologies (drones, Photogrammetry, 360 VR imaging, etc), we are finding the "Photography" discipline too limiting and it does not meet our needs. We are unable to find qualified candidates to teach these new technologies that also meet the "Photography" minimum qualifications or our equivalency. We would like to be able to hire candidates that are very skilled in the new technologies we are offering, but they may not meet the "Photography" minimum qualifications. We will be examining our current equivalency, current "discipline", TOPS codes, and exploring other options which will allow us to hire industry experts that are not necessarily trained in "photography". This may be another impetus for leaving the CEA Department and forming a new "Imaging" department which better reflects the broad range of imaging skills we teach and prepares us to move forward with the rapidly changing technology in the imaging industry. We are seeking guidance from our administrators to assist us with navigating this process.

**Critical Decisions Made by Unit:** 1. Drone Imaging: We are pleased that we are able to work collaboratively with our colleagues in the Aeronautics Department to resolve curriculum overlap issues. As a result, two Aeronautics courses (AERO 160 and AERO 210) have been added as required courses to our drone certificates and AS degree. We have secured Strong Workforce Program (SWP) funding to support the new program. However, our current SWP funding is less than we requested and inadequate to fully implement the program. We need additional funding for equipment, facilities, staff, transportation, and professional development for our program to be successful.

2. New Program: 360 VR Imaging. In response to the emerging technology in our industry we are developing a new program in 360 VR Imaging. We will seek "Round Two" funding to support the new program.

3. Director of Photography course; We plan to continue to improve our Photography Video Production Certificate with the addition of a Director of Photography course. We

plan to work collaboratively with the Film/Television program to develop and implement this curriculum.

4. Facilities Modification Request: Drone Workroom. Facilities Modification, computers, workstations, furniture. We plan to convert our current Advanced Darkroom (13-1485) into a large space for drone instruction. As we convert the current Advanced Darkroom (13-1485) into the Drone Instructional Workplace, we plan modify the current storage room (13-1430F) to house the enlarged workstations from the advanced darkroom. This will require moving/modifying the current cabinetry, adding electrical outlets and lighting, and opening the door that separates the storage room from the beginning darkroom.

5. Facilities Modification Request: Expand Photo Studio: The photography studio currently only has five workstations, yet our studio-based classes typically have over 20 students. It is challenging for students to complete their projects with limited studio space availability. This situation is further complicated during film/television check-out periods, as at least one of the five shooting spaces is used to store outgoing/incoming film/television equipment. We need to expand the footprint of the photography studio to provide additional shooting areas.

6. Successfully petitioned for Lab Parity for PHOT 11A Intermediate and PHOT 11B Digital Capture Workflow.

**Notable Achievements for Theme A: To Advance Academic Excellence and Student Achievement:** 1. PHOT 10 Standardization: We are beginning to see positive results from our PHOT 10 Standardization meeting, with students entering PHOT 11 better prepared for success in the course. However, it is clear that several PHOT 10 instructors are not teaching to the Course Outline of Record. We held another "all faculty" meeting during Winter 2018 and reviewed policies/procedures, PHOT 10 COR, required assignments, and Outcomes once again. We suspect some adjuncts are still not following procedures and the COR.

2. Strong Workforce Program (SWP). The drone curriculum is making its way through the approval process and we hope to offer our first course (PHOT 55) in Spring 2019.

3). Strong Workforce Program (SWP): Jason Perez is developing another program in 360 VR Imaging. We hope to secure "Round Two" SWP funding for the new program.

4. - Jason Perez and Chris Benoe have attended numerous drone industry conferences including: Commercial UAV Conference (Las Vegas).

5. Hired two well known commercial photographers as adjuncts (Scott Council and Gizelle Hernandez).

6. All three full-time photography instructors migrated their teaching materials to Canvas.

7. Summer 2018, Professor Jay Perez is working on a 3D mapping and 360° project to preserve and explore historical sights from the 10th to 15th centuries in the country of Armenia. He will be working in unison with the TUMO academy.

8. Student Saul Barrera is traveling to Armenia with Professor Jay Perez to work on the Armenia project.

9. Student Success:

Czar Goss, shoots weddings and party events in the Los Angeles area. <http://www.czargoss.com>.

Marcus Martinez is specializing in drone photography.

Patty De La Vega is working as a photographer for Pretty Pixels Studio.

Former Fashion Photography student, Anthony Nguyen is working as a make-up artist for Katy Perry.

Former student Rico Coria is working full-time as a product photographer.

Student Brandi Diaz is working on-campus as a photographer for Studio 13. She is also employed off-campus for an e-commerce site.

Sheldon Ramones is working as the photography Equity Tutor and is very busy working as a photographer.

Former student Daniel Brisenio is shooting for UFC. He is also producing photographs for Travel & Leisure Magazine

Dyese Lee was hired as our new Student Tutor.

Student Alejandro Delgado had a change to his MOS and is now an official Army Battalion photographer.

**Notable Achievements for Theme B: To Support Student Access and Success:** 1. In Reach : Jason Perez is working with students in the Graphic Design Club (GRID) to design posters highlighting each of our classes. These posters will be displayed in the hallways in the Photography area and will be an important component of our "in reach" activities to promote our advanced classes and inform students about our program.

2. Outreach: Photography faculty participated in ROP High School Outreach Workshops during Winter. Students from local high schools visited campus where they participated in two photography workshops: Photograms and Drones. This was an important opportunity to reach out to potential new students and showcase our faculty and facilities.

3. Implemented resume process for the students interested in pursuing Work Experience & Equity Grant

4. Counseling Liason: During Spring Sara Mestas visited our advanced classes and presented an overview of her services, a MAP tutorial, and instructions about how to complete degree/certificate forms. She also held three "drop-in" counseling sessions in our classroom during which she assisted 12 students with their educational planning. Student response was very positive.

5. Growth: We have successfully added courses sections each semester, including Winter and Summer - 19% increase in course offerings from 2016-17 to 2017-18.

6. Darkroom Experience: To support the articulation efforts of our feeder high schools that do not have "wet" darkrooms, students from five schools participated in darkroom experience in our facilities during Winter 2018. This is funded by Tech Prep.

7. Articulation: Our articulation efforts continue to be successful. This year we are articulating students into PHOT 9 (Digital Image Editing) as well as PHOT 10 (Basic Digital/Film Photography).

8. Guest Speakers and Field Trips: Damon Caserak, Emauel Sequoa.

9. Advanced photography students created photographs for Carlitos Gardell's Chimichuri Sauce.

10. In-Reach. We continue to meet with students to assist with degree/certification completion forms and develop Individual Education Plans. This will continue to be an important activity to support meeting our benchmarks for continued SWP funding.

11. Core Indicators: Our Core Indicator Report indicates "above negotiated levels" in all categories except "employment" (as discussed, it is difficult to track employment of our self-employed graduates).

12. For a higher level view of the data of the Photography Program, we accessed the Calpassplus website database. It contains local and regional information about community colleges in California. The data indicates that the Mt. SAC Photography Program is third highest in number of students, courses and FTES, and second highest in degree/certificate completions in the Los Angeles Region

13. Award: The Photography Program was one of five programs campus-wide to receive the Chancellor's Office Silver Star award for Strong Workforce Outcomes (125% increase in earnings and 100% of students are employed in a field similar to their field of study.

14. Work Experience: Student Patty De La Vega participated in Work Experience at Pretty Pixels Studio. At the conclusion of her Work Experience she was offered a full-time position there as a photographer.

15. Equity Lab Tutors: Several student tutors each semester have supported student success.

16. Pathways: Worked with Sara Mestas to update Pathways Mapping for all Photography and UAV curriculum.

17. Process Improvement: Terah Williams has implemented numerous new processes and procedures in our Issue Room.

**Notable Achievements for Theme C: Secure Human, Technological, & Financial Resources:** 1. Secured approximately \$30,000 in Perkins spend-down funds for equipment. (Spring 2018)

2. Secured approximately \$2,000 in Perkins spend-down funds for Student Tutors. (Spring 2018)

3. Perkins: Secured \$18,608 in Perkins funding for program improvement (May 2018)

4. Secured \$9,000 in Instructional Equipment for equipment (Fall 2017).

**Notable Achievements for Theme D: To Foster an Atmosphere of Cooperation and Collaboration:** 1. We successfully collaborated with the Aeronautics Department to resolve Drone curriculum overlap issues. Our drone curriculum is moving forward and we anticipate offering our first course in Spring 2019.

2. Advisory Committee: The Photography Advisory Committee meeting was held during Winter 2018. The committee provided invaluable insight into industry trends, specifically, the growth of the drone and 360 VR industries.

**Contributors to the Report:** Jason Perez - Photography

Laurie Hartman - Photography

Chris Benoe - Photography

*Unit Goals*

*Resources Needed*

*Where We Make an Impact: Closing the Loop on Goals and Plans*

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>	
<p><b>Support Student Goals</b> - Provide instruction and services that support our student's educational and career goals</p> <p><b>Status:</b> Active</p> <p><b>Goal Year(s):</b> 2017-18, 2018-19</p> <p><b>Date Goal Entered (Optional):</b> 09/01/2016</p>	<p><b>Full Funding Requested -</b> Professional Development: Cal Poly Aerial Cinematography &amp; Photography class..</p> <p><b>Describe Plans &amp; Activities Supported:</b> Professional Development for one faculty member to attend a Cal Poly Pomona Aerial Cinematography &amp; Photography class. Our drone program has been approved and we need to prepare our faculty to teach the new classes. Jason Perez attending the training but we would also like Chris Benoe to attend as well.</p> <p><b>Lead:</b> Chris Benoe</p> <p><b>One-Time Funding Requested (if applicable):</b> 2790</p> <p><b>Type of Request:</b> Professional Development</p> <p><b>Planning Unit Priority:</b> High</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p>	<p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 50</p> <p>Jason Perez attended the classes. Since then he has been developing new Drone curriculum (4 courses, 2 certificates, 1 A.S.degree). The curriculum is in the final stages of the approval process. We anticipated offering our curriculum in Spring 2019. We would still like to secure funding for Chris Benoe to attend the courses at Cal Poly, as he will also be an integral faculty member in our new curriculum. (03/28/2018)</p>	
		<p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 50</p> <p>During the 2016-17 academic year, funding was secured for one faculty member to attend the course. We still need funding for another faculty member to attend the course. (06/28/2017)</p> <p><b>Related Documents:</b></p> <p><a href="#">2017PIESurvey.pdf</a></p>	<p>: Criteria Met; 97.5% of students surveyed indicated that this activity was very helpful or somewhat helpful in supporting their educational goals. (06/28/2017)</p>
	<p><b>Full Funding Requested -</b> Guest Speakers</p> <p><b>Describe Plans &amp; Activities Supported:</b> \$1,000 is host industry guest speakers on campus</p> <p><b>Lead:</b> Laurie Hartman</p> <p><b>One-Time Funding Requested (if applicable):</b> 1000</p> <p><b>Type of Request:</b> Marketing</p> <p><b>Planning Unit Priority:</b> High</p> <p><b>What would success look like and</b></p>	<p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 50</p> <p>Although not funded, several industry professionals came to campus as guest speakers. (03/28/2018)</p> <p><b>Reporting Year:</b> 2016-17</p> <p><b>% Completed:</b> 50</p> <p>This activity was not funded in 2016-17. However we did have several guest speakers donate their time. The following professionals came to campus to speak: David Ingraham, Adrian Zaw, Adam Taylor, Mora Creative Studio (</p>	<p>: Students gained valuable insight into our industry (06/27/2017)</p>

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans	
	<p><b>how would you measure it?:</b> At least 50% of students surveyed will indicate this activity was "very helpful" or "somewhat helpful" in supporting their educational goals.</p> <p><b>Full Funding Requested -</b> Campus Work Experience (internal/external)</p> <p><b>Describe Plans &amp; Activities Supported:</b> Work experience funding (stipends).Campus Work Experience (internal/external); We plan to continue to support student access to campus internal and external work experience opportunities. In 2016-17 several students participated in the work experience.</p> <p><b>Lead:</b> Jason Perez</p> <p><b>Type of Request:</b> Staffing</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% or more of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p>	<p>Robert &amp; Rich Mora ), Terrence Patrick, Susan Bordelon. (06/27/2017)</p> <p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 100</p> <p>During 2016-17 we had several students participate in the (paid) campus Work Experience and several participate in off-campus, "unpaid" Work Experience. During 2017-18 we had no students participate in the (paid) campus Work Experience, but we did have several participate in off-campus "unpaid" Work Experience. As a result at least one student (Patty De La Vega) was offered full-time employment at her Work Experience site. (03/28/2018)</p>	
		<p><b>Reporting Year:</b> 2016-17</p> <p><b>% Completed:</b> 100</p> <p>During the 2016-17 academic year, five students participated in the internal Work Experience program. (06/27/2017)</p> <p><b>Related Documents:</b>  <a href="#">2017PIESurvey.pdf</a></p>	<p>: 100% of students surveyed indicated that our student workers provided services that were very helpful or somewhat helpful in supporting their educational goals (06/27/2017)</p>
	<p><b>In Progress -</b> Equity Lab and Tutors: We plan to continue to use the services of the Equity Lab, including the student tutors to support all students, particularly economically disadvantaged students.</p> <p><b>Describe Plans &amp; Activities Supported:</b> Equity Lab funding</p> <p><b>Lead:</b> Laurie Hartman</p> <p><b>Type of Request:</b> Human Resources</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and</b></p>	<p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 50</p> <p>57% of students surveyed report that the Equity Lab Tutors are "very helpful" and 26.2% reported the Equity Lab Tutors were "somewhat helpful" in achieving their educational goals. (04/29/2018)</p> <p><b>Reporting Year:</b> 2016-17</p> <p><b>% Completed:</b> 50</p> <p>During the 2016-17 academic year, five photography students were employed as student tutors through the Equity Lab. These students provide valuable assistance to our students, particularly our economically disadvantaged</p>	<p>: Criteria Met: 82% of students surveyed indicated that the Equity Lab Tutors provided services that were very helpful or somewhat helpful in supporting their educational goals. (06/27/2017)</p>



<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p><b>how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p> <p><b>Full Funding Requested -</b> Director of Photography course; We plan to continue to improve our Photography Video Production Certificate with the addition of a Director of Photography course. We plan to work collaboratively with the Film/Television program to develop and implement this curriculum.</p> <p><b>Describe Plans &amp; Activities Supported:</b> We plan to continue to improve our Photography Video Production Certificate with the addition of a Director of Photography course. We plan to work collaboratively with the Film/Television program to develop and implement this curriculum., Facilities, Instructional Equipment, Professional Development are needed to support this activity.</p> <p><b>Lead:</b> Jason Perez</p> <p><b>Type of Request:</b> Facilities , Staffing, Instructional Equipment, Instructional Supplies, Professional Development</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in achieving their educational goals.</p> <p><b>Documentation Attached?:</b> No</p>	<p>students. (06/27/2017)</p> <p><b>Related Documents:</b> <a href="#">2017PIESurvey.pdf</a></p> <p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 25</p> <p>We have spoken to faculty in Mt. SAC's Film and Television Program regarding a collaborative effort to develop this curriculum. (04/29/2018)</p>

*Unit Goals*

*Resources Needed*

*Where We Make an Impact: Closing the Loop on Goals and Plans*

**Full Funding Requested** - Staffing and facilities to support program growth.

**Describe Plans & Activities**

**Supported:** Our program is growing, with successful increase in course offerings each semester. As a result we need continued instructor staffing (LHE) and facilities to support our growth

**Lead:** Laurie Hartman

**Type of Request:** Facilities , Staffing

**Planning Unit Priority:** High

**What would success look like and**

**how would you measure it?:** At least 50% of students surveyed will indicate this activity was "very helpful" or "somewhat helpful" in supporting their educational goals.

**Full Funding Requested** - Full-time Laboratory Technician. Range 79 Step One

**Describe Plans & Activities**

**Supported:** Additional full-time Laboratory Technician to support our existing program, program growth and new programs.

**Lead:** Jason Perez and Chris Benoe

**On-Going Funding Requested (if applicable):** 48813.6

**Type of Request:** Staffing

**Planning Unit Priority:** High

**What would success look like and**

**how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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[CSEA Chapter 262 Salary Schedule and Assignments 7.1.17 Updated 5.17.18.pdf](#)

**Full Funding Requested** - Variety of photography frames.

**Describe Plans & Activities**

**Supported:** Frames to present student work to be displayed in student shows in the DTC gallery.

**Lead:** Terah Williams

**One-Time Funding Requested (if applicable):** 1000

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate this activity was very helpful or somewhat helpful in supporting their educational goals

**Full Funding Requested** - Supplies and refreshments for student show openings in DTC Gallery

**Describe Plans & Activities**

**Supported:** Supplies and refreshments for student show openings in DTC Gallery

**Lead:** Terah Williams

**On-Going Funding Requested (if applicable):** 500

**Type of Request:** Non-Instructional Supplies

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals.

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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**Full Funding Requested** - Mac Laptop Computer  
**Describe Plans & Activities**  
**Supported:** Mac laptop computer is needed for Laboratory Technician use, particularly when conducting inventory of items that are located outside of the Issue Room.  
**Lead:** Terah Williams  
**One-Time Funding Requested (if applicable):** 3803.46  
**Type of Request:** Non-Instructional Equipment  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** Yes  
**Related Documents:**  
[Mac Laptop.pdf](#)

**Completions** - Continue to advise students on course selection and scheduling to maximize degree and certificate completions  
**Status:** Active  
**Goal Year(s):** 2017-18, 2018-19  
**Date Goal Entered (Optional):** 09/01/2016

**Full Funding Requested** - Counseling Liasion  
**Describe Plans & Activities**  
**Supported:** Advising Students: We plan to continue to schedule our Counseling Liasion, Sara Mestas, to meet with students to develop Individual Education Plans (IEP) and assist them with degree/certificate completion. This is critically important to help us meet the benchmarks linked to continued SWP funding.  
**Lead:** Laurie Hartman  
**Type of Request:** Staffing  
**Planning Unit Priority:** High

**Reporting Year:** 2017-18  
**% Completed:** 50  
Photography faculty have continued to meet with classes and individual students to increase completion rates. However, this is very time consuming, and we have not met with as many students as we would like to. Therefore, we think our completion rates could be higher, if we had more time to meet individually with students. During Spring 2018 our counseling liasion, Sara Mestas will be visiting all advanced photography classes to introduce herself, provide instruction on the use of MAP, and give a brief introduction to other ways she can assist students . She will also hold three 'open office hours" sessions in our classrooms for drop-in educational planning sessions. We think this will help improve completions. (04/29/2018)

**Reporting Year:** 2016-17 : The photography program had a

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans	
	<p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p>	<p><b>% Completed:</b> 100</p> <p>During the 2016-17 academic year, Laurie Hartman and Jason Perez met with many students assist them with Individual Education Plans and completing degree/certificate completion forms (06/28/2017)</p>	<p>total of 21 completions: 6 AS Degrees and 15 Certificates (06/28/2017)</p>
<p><b>Secure Resources -</b> Provide technology and resources that prepare our students for entry into the photography industry and related field</p> <p><b>Status:</b> Active</p> <p><b>Goal Year(s):</b> 2017-18, 2018-19</p> <p><b>Date Goal Entered (Optional):</b> 06/26/2017</p>	<p><b>Full Funding Requested -</b> Purchase Equipment: Canon Lens Kit</p> <p><b>Describe Plans &amp; Activities Supported:</b> Due to the growth of our existing program , new programs, and student demand, we need to purchase more professional Canon lenses. Students need to use professional quality lenses to produce professional quality images for their portfolios. Professional quality portfolios will increase their opportunities for employment. The lenses will also provide experience with equipment students will be using when assisting other photographers, or on their own professional shoots.</p> <p><b>Lead:</b> Jason Perez</p> <p><b>One-Time Funding Requested (if applicable):</b> 23422.05</p> <p><b>Type of Request:</b> Instructional Equipment</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the equipment was very helpful or somewhat helpful in supporting their educational goals</p>	<p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 50</p> <p>We purchased one lens, but student demand indicates that we need additional lenses. 88.1% of students surveyd indicated that the equipment was "very helpful" or "somewhat helpful" in supporting their educational goals. (05/01/2018)</p> <p><b>Related Documents:</b></p> <p><a href="#">PIE Resources Survey ResultsApril2018.pdf</a></p>	
		<p><b>Reporting Year:</b> 2016-17</p> <p><b>% Completed:</b> 50</p> <p>One lens was purchased and put into service during the 2016-17 academic year. We need one more lens. (06/27/2017)</p> <p><b>Related Documents:</b></p> <p><a href="#">2017PIESurvey.pdf</a></p>	<p>: Criteria Met: 92% of students surveyed indicated that the equipment was very helpful or somewhat helpful in supporting their educational goals. (06/27/2017)</p>
	<p><b>Full Funding Requested -</b> Upgrade DTC Gallery Area..additional display</p>	<p><b>Reporting Year:</b> 2017-18</p>	

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p>cases, video monitor</p> <p><b>Describe Plans &amp; Activities Supported:</b> Improve exhibition environment by securing upgrades to the DTC gallery area such as lighting, electrical, audio/video capabilities, additional presentation cases and signage. This can lead to greater student success by providing a safe, healthy, and functioning environment. 2015-16: This item was partially completed in 2015. Lighting was installed over the existing presentation cases. However, additional cases, signage and video capabilities are still needed.</p> <p><b>Lead:</b> Facilities</p> <p><b>Type of Request:</b> Facilities</p> <p><b>Planning Unit Priority:</b> Low</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p> <p><b>Full Funding Requested - Purchase Equipment:</b> Grip Equipment.</p> <p><b>Describe Plans &amp; Activities Supported:</b> This equipment will support all students working in the photo studio. Experience with this equipment will prepare our students to be more employable.</p> <p><b>Lead:</b> Laurie Hartman</p> <p><b>One-Time Funding Requested (if applicable):</b> 404</p>	<p><b>% Completed:</b> 75</p> <p>We would still like to see more display cases and video monitors added to the gallery (04/29/2018)</p> <p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 75</p> <p>We purchased some grip equipment: sandbags, spring clamps, gaffer tape, overhead skilk with frame, silk diffuser, floppy cutter, Hi Hi Rollers. 88.1 % of students surveyed indicated that the equipment was "very helpful" or "somewhat helpful" in achieveing their educational goals. (04/29/2018)</p> <p><b>Related Documents:</b></p> <p><a href="#">PIE Resources Survey ResultsApril2018.pdf</a></p>

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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**Type of Request:** Lottery  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No  
**Full Funding Requested -** Resources to support New Curriculum: equipment, staffing, facilities, software, professional development  
**Describe Plans & Activities Supported:** . We will need resources in addition to those funded by the Strong Workforce Program to be successful with our new Drone and 360 VR curriculum. In particular, we will need more equipment, software, facilities, staffing and professional development.  
**Lead:** Laurie Hartman, Jason Perez, Chris Benoe  
**Type of Request:** Facilities , Staffing, Instructional Equipment, Instructional Supplies, Professional Development  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No

**Reporting Year:** 2017-18  
**% Completed:** 25  
 We have purchased a few drone-related items using SWP and other funds. However, we will need significantly more equipment, software, staffing, and professional development as we begin to implement the drone curriculum. We will also need a flying location, as well as transportation to/from the location and lab tech support on the location site. (04/29/2018)

**In Progress -** Facilities Modification: Issue Room and Studio Storage  
**Describe Plans & Activities Supported:** Facilities Modification: Issue Room and Studio Storage,

**Reporting Year:** 2017-18  
**% Completed:** 25  
 This activity is scheduled for completion by Fall 2018. (04/29/2018)

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including custom shelving/cabinetry  
**Lead:** Facilities  
**Type of Request:** Facilities, Furniture  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No  
**Full Funding Requested - Purchase Equipment:** Video Assist Monitor. 4 @ 354.85 each = 1554.10

**Describe Plans & Activities Supported:** This equipment will support all students working in photography/video. Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez  
**One-Time Funding Requested (if applicable):** 1554.1

**Type of Request:** Instructional Supplies  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No  
**Full Funding Requested - Purchase Equipment:** Speedotron Lighting Modifiers.  
**Describe Plans & Activities Supported:** Studio Lighting Modifiers  
This equipment will support all students working in the

**Reporting Year:** 2017-18  
**% Completed:** 0  
This item has not been funded. We still need this item. (05/01/2018)

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**Reporting Year:** 2017-18  
**% Completed:** 0  
This item was not funded. (04/29/2018)

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**Reporting Year:** 2017-18  
**% Completed:** 50  
We purchased Savage 40x60 5-in-1 reflectors Photoflex Umbrella Diffusion Covers, various lighting gels/diffusion,. We are still in need of more studio lighting modifiers. 88.1% of students surveyed indicated that the equipment is "very helpful" or "somewhat helpful" in achieving their



<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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photo studio. Experience with this equipment will prepare our students to be more employable.  
**Lead:** Jason Perez, Chris Benoe, Laurie Hartman  
**One-Time Funding Requested (if applicable):** 1149.31  
**Type of Request:** Instructional Supplies  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** Yes  
**Related Documents:**  
[Light Modifiers.pdf](#)  
**Full Funding Requested -**  
 Professional Development: 1 faculty member to attend a Cal Poly Pomona Aerial Cinematography & Photography class.  
**Describe Plans & Activities**  
**Supported:** Professional Development: Cal Poly Pomona Aerial Cinematography & Photography Class \$2,790.00  
**Lead:** Jason Perez, Chris Benoe, Laurie Hartman  
**One-Time Funding Requested (if applicable):** 2790  
**Type of Request:** Professional Development  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or

educational goals. (04/29/2018)  
**Related Documents:**  
[PIE Resources Survey ResultsApril2018.pdf](#)  
  
**Reporting Year:** 2017-18  
**% Completed:** 50  
 Jason Perez attended the Cal Poly classes. However, if our upcoming drone program experiences the growth that we anticipate, Jason will not be able to teach all sections of the classes we would need to offer to meet student demand. We would like one additional faculty member to attend the Cal Poly classes. 88.1% of students surveyed indicate that faculty professional development is "very helpful" or "somewhat helpful" in achieving their educational goals. (04/29/2018)  
**Related Documents:**  
[PIE Resources Survey ResultsApril2018.pdf](#)

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somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested -** Purchase Equipment: Canon 5D Mark IV Camera kits Four cameras @ \$4,599= \$20,143

**Describe Plans & Activities**

**Supported:** This equipment will support all students working in photography and video. Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez, Chris Benoe, Laurie Hartman

**One-Time Funding Requested (if applicable):** 20143

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested -** Professional Development: 1 faculty member to attend a Cal Poly Pomona Small Systems UAV Operator Aerial drone maintenance and flight training class.

**Describe Plans & Activities**

**Supported:** Professional Development: Cal Poly Pomona Small Systems UAV Operator Aerial drone maintenance and flight training class. \$ 3,890.00

**Lead:** Jason Perez

**Reporting Year:** 2017-18

**% Completed:** 50

We purchased four Canon 5D Mark IV cameras with 24-105m lenses. 88.1% of students surveyed indicated that the cameras and lenses were "very helpful" or "somewhat helpful" in achieving their educational goals. Student demand indicates that we need more of this item (04/29/2018)

**Related Documents:**

[PIE Resources Survey ResultsApril2018.pdf](#)

**Reporting Year:** 2017-18

**% Completed:** 0

Now that our drone curriculum has been approved, we anticipate offering our first classes in Spring 2019. We will begin purchasing needed equipment soon. We will need technical support, and a classified staff member that is properly trained in supporting, maintaining and repairing the equipment. We would like funding for one of our lab techs to attend this training. (04/29/2018)

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**One-Time Funding Requested (if applicable):** 3890  
**Type of Request:** Professional Development  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No  
**Full Funding Requested - Purchase Equipment:** Sine Wave Inverter System Kit.

**Describe Plans & Activities Supported:** This equipment will support all students working in photography. Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez, Chris Benoe, Laurie Hartman

**One-Time Funding Requested (if applicable):** 1158.51  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Purchase Equipment:** Arri light Kits.

**Describe Plans & Activities Supported:** Arri Fresnel kit This equipment will support all students

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not funded. It is still needed. It is a low priority. (05/01/2018)

**Reporting Year:** 2017-18  
**% Completed:** 50  
 Some Arri lighting equipment was purchased and put into service in 2017-18. However, given program growth, and the large number of classes using the studio, and the

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>working in the photo studio. Experience with this equipment will prepare our students to be more employable.</p> <p><b>Lead:</b> Jason Perez, Chris Benoe, Laurie Hartman</p> <p><b>One-Time Funding Requested (if applicable):</b> 22831</p> <p><b>Type of Request:</b> Instructional Equipment</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p> <p><b>Full Funding Requested - Purchase Equipment:</b> LED Light Panels. Arri Sky Panel LED 3 Light Panel Kit.</p> <p><b>Describe Plans &amp; Activities</b></p> <p><b>Supported:</b> This equipment will support all students working in photography and video. Experience with this equipment will prepare our students to be more employable.</p> <p><b>Lead:</b> Jason Perez, Chris Benoe, Laurie Hartman</p> <p><b>One-Time Funding Requested (if applicable):</b> 18241.61</p> <p><b>Type of Request:</b> Instructional Equipment</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p>	<p>industry trend toward continuous lighting. more Arri lighting is needed. 88.1% of students surveyed indicated that the equipment was "very helpful" or "somewhat helpful" in achieving their educational goals. (04/29/2018)</p> <p><b>Related Documents:</b>  <a href="#">PIE Resources Survey ResultsApril2018.pdf</a></p> <p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 50</p> <p>We purchased some LED light panels, but given program growth and the industry shift towards continuous lighting, we will need more LED Light panels. 88.1% of students surveyed indicated that this items was "very helpful" or "somewhat helpful" in supporting their educational goals (05/01/2018)</p> <p><b>Related Documents:</b>  <a href="#">PIE Resources Survey ResultsApril2018.pdf</a></p>

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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**Documentation Attached?:** No  
**Full Funding Requested - Purchase Equipment:** DJI Inspire Drone Kits.  
**Describe Plans & Activities Supported:** This equipment will support all students working with drones. Experience with this equipment will prepare our students to be more employable.  
**Lead:** Jason Perez, Chris Benoe, Laurie Hartman  
**One-Time Funding Requested (if applicable):** 62654.08  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item (05/01/2018)  
**Related Documents:**  
[PIE Resources Survey ResultsApril2018.pdf](#)

**Documentation Attached?:** No  
**Full Funding Requested - Purchase Software:** Aerofly RC Flight Simulator.  
**Describe Plans & Activities Supported:** Software: Aerofly RC Flight SimulatorThis equipment will support all students working in drones. Experience with this equipment will prepare our students to be more employable.  
**Lead:** Jason Perez, Chris Benoe  
**One-Time Funding Requested (if applicable):** 75.61  
**Type of Request:** Instructional Supplies  
**Planning Unit Priority:** High  
**What would success look like and**

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item, (05/01/2018)

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**how would you measure it?:** At least 50% of student surveyed will indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested -** Purchase Software: Pix4D.

**Describe Plans & Activities**

**Supported:** Software: Pix 4D This equipment will support all students working in drones. Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez, Chris Benoe

**One-Time Funding Requested (if applicable):** 6700

**Type of Request:** Lottery

**Planning Unit Priority:** High

**What would success look like and**

**how would you measure it?:** At least 50% of students surveyed will indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

[Pix 4D Education Perkins 17:18.png](#)

**Full Funding Requested -** Purchase Software: Flight Logbook (yearly subscription).

**Describe Plans & Activities**

**Supported:** Software: Flight logbook. This equipment will support all students working in drones. Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez, Chris Benoe

**One-Time Funding Requested (if**

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not purchased. We still need this item (05/01/2018)

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not purchased. We still need this item (05/01/2018)

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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**applicable):** 400  
**Type of Request:** Instructional Supplies  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate that this activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No  
**Full Funding Requested - Purchase Software:** Air Map Mobile Application.  
**Describe Plans & Activities Supported:** Software: Air Map Mobile Application. This equipment will support all students working in drones. Experience with this equipment will prepare our students to be more employable.  
**Lead:** Jason Perez, Chris Benoe  
**One-Time Funding Requested (if applicable):** 2400  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of the students surveyed will indicate that the activity was very helpful or somewhat helpful in supporting their educational goals  
**Documentation Attached?:** No

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item (05/01/2018)

**Full Funding Requested - Professional Development:** Cinegear at Paramount Studios  
**Describe Plans & Activities Supported:** Professional Development: Cinegear at Paramount Studios. Professional development for our faculty so they

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not funded. We still need this item (05/01/2018)

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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can teach our students the skills necessary for successful employment in our industry.

**Lead:** Jason Perez, Chris Benoe

**One-Time Funding Requested (if applicable):** 500

**Type of Request:** Professional Development

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate that the activity has been very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Facilities Modification:** Dimmable Lighting in classrooms.

**Describe Plans & Activities Supported:** Facilities Modification: dimmable Lighting in classrooms. Our classroom lighting is too bright when instructing using software applications such as Photoshop. As a result, instructors turn off all lights- they cannot see the students in the dark room. We would like dimmable light fixtures installed in the classrooms so instructors can control the light level during instruction.

**Lead:** Laurie Hartman

**Type of Request:** Facilities

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate that the facilities changes was very helpful or somewhat helpful in supporting their educational needs

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not completed. However, we still have a need to control the overhead lighting in classrooms where we teach computer software applications. (04/29/2018)



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**Documentation Attached?:** No  
**Full Funding Requested -**  
Professional Development:  
Commercial UAV Conference/Las Vegas \$3,000  
**Describe Plans & Activities**  
**Supported:** Commercial UAV Conference/Las Vegas \$3,000. Professional Development for our faculty so they are better able to teach our students the skills necessary for successful employment in our industry.  
**Lead:** Jason Perez, Chris Benoe, Laurie Hartman  
**One-Time Funding Requested (if applicable):** 3000  
**Type of Request:** Professional Development  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** Yes

**Reporting Year:** 2017-18  
**% Completed:** 50  
Two faculty members attended the conference in 2017. This is an ongoing activity. 88.1% of students surveyed indicated that this item was "very helpful" or "somewhat helpful" in supporting their educational goals. (05/01/2018)  
**Related Documents:**  
[PIE Resources Survey ResultsApril2018.pdf](#)

**Full Funding Requested -**  
Professional Development: NAB Show, Las Vegas \$2,500  
**Describe Plans & Activities**  
**Supported:** NAB Show, Las Vegas \$2,500 Professional development for our faculty so they can teach our students the skills that will successfully prepare them for employment in our industry  
**Lead:** Jason Perez, Chris Benoe, Laurie Hartman  
**One-Time Funding Requested (if**

**Reporting Year:** 2017-18  
**% Completed:** 0  
This item was not funded. We still need this item. (05/01/2018)

*Unit Goals*

*Resources Needed*

*Where We Make an Impact: Closing the Loop on Goals and Plans*

**applicable):** 2500  
**Type of Request:** Professional Development  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No  
**Full Funding Requested -** Purchase Equipment: Video Shoot Production Accessories.T

**Describe Plans & Activities Supported:** video shoot production accessories \$2762.86.This equipment will support all students working in video. Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez, Chris Benoe  
**One-Time Funding Requested (if applicable):** 2762.86

**Type of Request:** Instructional Supplies  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested -** Facilities: DTC Climate Control:  
**Describe Plans & Activities Supported:** Facilities.Building Climate Control Improvement: South-facing rooms in DTC become

**Reporting Year:** 2017-18  
**% Completed:** 25  
Some video accessories were purchased. We need more. 59.6 % of students surveyed indicated that this item was "very helpful" or "somewhat helpful" in supporting their educational goals. (05/01/2018)

**Related Documents:**  
[PIE Resources Survey ResultsApril2018.pdf](#)

**Reporting Year:** 2017-18  
**% Completed:** 0  
This item was not completed. The beginning darkroom gets very warm. (04/29/2018)

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uncomfortably warm during hot weather. Adjustments to the air conditioning are needed to lower the temperature in these areas. This can lead to greater student success by providing a safe, healthy, and functioning environment. 2015-16: This was not completed.

**Lead:** Jason Perez  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of the students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No  
**Full Funding Requested - Facilities:** DTC Signage:  
**Describe Plans & Activities Supported:** Facilities.Improve signage throughout and around DTC. Some new signage has been installed, however more is needed. Specifically indicating the location of the restrooms, Assembly Space, Smoking Areas, and Shared Lab, as well as building name/number visible from the student parking lot "G" area. This can lead to greater student success by providing a safe, healthy, and functioning environment. 2015-16: Improvement on these items is still needed, specifically directions throughout the building to "Room

**Reporting Year:** 2017-18  
**% Completed:** 75  
 This item is partially complete. However better signage is still needed directing students from Parking Lot "G" to the building and to the Assembly Space (04/29/2018)

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1700/Assembly Space" (for visitors).  
**Lead:** Laurie Hartman  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate the activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No  
**Full Funding Requested -** Purchase Equipment: MSE Medium Roller stands

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item (05/01/2018)

**Describe Plans & Activities**  
**Supported:** Equipment: MSE Medium Rollerr Stands .\_Practice with this industry-standard equipment will better prepare our students for employment in our industry  
**Lead:** Jason Perez  
**One-Time Funding Requested (if applicable):** 1713  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate the equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No

**Full Funding Requested -** Purchase Equipment: Redrock Micro Captain stumbling bundle with follow focus.  
**Describe Plans & Activities**  
**Supported:** Equipment: \$ 900.Two @\$900.002015-16: This item was

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item. (05/01/2018)

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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not funded in 2015-16. We still need it to support the new video component of our curriculum. Experience with this equipment will prepare our students for successful employment in our industry.

**Lead:** Jason Perez

**One-Time Funding Requested (if applicable):** 900

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate the equipment was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Purchase Equipment:** Nikon Lenses.T

**Describe Plans & Activities**

**Supported:** Replacement lenses for our Nikon FM10 cameras.his equipment will support all students working in photography. Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez, Chris Benoe

**One-Time Funding Requested (if applicable):** 700

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not purchased. We still need this item. These lenses are replacement lenses for the "kit" lenses on our Nikon FM10 film cameras. When the lenses are damaged, it is often less expensive to replace the lens than repair it. (05/01/2018)

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**Documentation Attached?:** No  
**Full Funding Requested - Purchase Equipment:** Marshall Monitor.  
**Describe Plans & Activities Supported:** Equipment: \$195.00. Experience with this equipment will better prepare our students for successful employment in our industry  
**Lead:** Jason Perez  
**One-Time Funding Requested (if applicable):** 195  
**Type of Request:** Instructional Supplies  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item. (05/01/2018)

**Full Funding Requested - Purchase Equipment:** Setti Reflector 28" White.  
**Describe Plans & Activities Supported:** Equipment: Setti Reflector: \$ 609.00. Experience with this equipment will better prepare our students for successful employment in our industry  
**Lead:** Jason Perez  
**One-Time Funding Requested (if applicable):** 609  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item. (05/01/2018)

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the equipment was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Purchase Equipment:** Medium Format Film Cameras. (Five)

**Describe Plans & Activities**

**Supported:** Medium Format Film Cameras.his equipment will support all students working in photography. Experience with this equipment will prepare our students to be more employable. A course is severely dependent on this technology and our current equipment is over ten years old and struggling.

**Lead:** Jason Perez, Chris Benoe

**One-Time Funding Requested (if applicable):** 11183.2

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

[Mamiya RZ67 Pro II Quote.pdf](#)

**Full Funding Requested - Purchase Equipment:** Video Camera Kits:

**Describe Plans & Activities**

**Supported:** Video Camera Kits.We need additional video camera kits to support our new video curriculum.This equipment will support all students working in

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not purchased. WE still need this item (05/01/2018)

**Reporting Year:** 2017-18

**% Completed:** 50

We purchased two Sony Alpha A7R II Digial Camera kits with lenses in 2017-18. Given program growth and the demand for video production, we will need more of this item. 59.6% of students surveyed indicated this item was "very helpful" or "somewhat helpful" in supporting their educational goals. (05/01/2018)

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p>Experience with this equipment will prepare our students to be more employable.</p> <p><b>Lead:</b> Jason Perez, Chris Benos</p> <p><b>One-Time Funding Requested (if applicable):</b> 19965.68</p> <p><b>Type of Request:</b> Instructional Equipment</p> <p><b>Planning Unit Priority:</b> High</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the equipment was very helpful or somewhat helpful in supporting their educational goals</p> <p><b>Documentation Attached?:</b> No</p> <p><b>Full Funding Requested - Purchase Equipment:</b> PC computers for flight simulators.T</p> <p><b>Describe Plans &amp; Activities Supported:</b> PC computers for flight simulators.his equipment will support all students working in drones. Experience with this equipment will prepare our students to be more employable.</p> <p><b>Lead:</b> Jason Perez</p> <p><b>Type of Request:</b> Instructional Equipment</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p>	<p><b>Related Documents:</b>  <a href="#">PIE Resources Survey ResultsApril2018.pdf</a></p> <p><b>Reporting Year:</b> 2017-18  <b>% Completed:</b> 0  This item was not purchased. We still need this item. (05/01/2018)</p>
	<p><b>Full Funding Requested - Purchase Equipment:</b> Pocket Wizards.</p> <p><b>Describe Plans &amp; Activities</b></p>	<p><b>Reporting Year:</b> 2017-18  <b>% Completed:</b> 0  This item was not purchased. We still need this item.</p>



<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p><b>Supported:</b> Pocket Wizards. This equipment will support all students working in photography. Experience with this equipment will prepare our students to be more employable.</p> <p><b>Lead:</b> Jason Perez, Chris Benoe</p> <p><b>One-Time Funding Requested (if applicable):</b> 700</p> <p><b>Type of Request:</b> Instructional Supplies</p> <p><b>Planning Unit Priority:</b> Medium</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> No</p> <p><b>Full Funding Requested - Facilities Modification:</b> Drone Instructional Workroom/Move Advanced Darkroom.</p> <p><b>Describe Plans &amp; Activities</b></p> <p><b>Supported:</b> Facilities Modification, computers, workstations, furniture. We plan to convert our current Advanced Darkroom (13-1485) into a large space for drone instruction. As we convert the current Advanced Darkroom (13-1485) into the Drone Instructional Workplace, we plan modify the current storage room (13-1430F) to house the enlarger workstations from the advanced darkroom. This will require moving/modifying the current cabinetry, adding electrical outlets and lighting, and opening the door that separates the storage room from the beginning darkroom.</p>	<p>(05/01/2018)</p> <p><b>Reporting Year:</b> 2017-18</p> <p><b>% Completed:</b> 0</p> <p>This has not been completed, and is still something we need. (04/29/2018)</p>

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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(Active)  
**Lead:** Jason Perez, Chris Benoe  
**Type of Request:** Facilities , Instructional Equipment, Instructional Supplies, Non-Instructional Equipment, Non-Instructional Supplies  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that this activity was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested - PUrchase** Equipmen: Kessler Slider with Second Shooter.  
**Describe Plans & Activities**  
**Supported:** Equipment: Kessler Second Shooter: Experience with this equipment will better prepare our students for successful employment in our industry and video.

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. We still need this item. (05/01/2018)

**Lead:** Jason Perez  
**One-Time Funding Requested (if applicable):** 3449.2  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate the equipment was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No  
**Full Funding Requested - Purchase** Equipment: DJI Phantom 4 Quadcopter Kits (ten)

**Reporting Year:** 2017-18  
**% Completed:** 0  
 This item was not purchased. we still need this item

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p><b>Describe Plans &amp; Activities</b>  <b>Supported:</b> Equipment: Ten Quadcopter Kit.DJI Phantom 4, Quadcopter Kits. with batteries . This equipment meets professional standards and prepares our students for successful employment in our industry in drones.  <b>Lead:</b> Jason Perez  <b>One-Time Funding Requested (if applicable):</b> 31169.82  <b>Type of Request:</b> Instructional Equipment  <b>Planning Unit Priority:</b> High  <b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate the equipment was very helpful or somewhat helpful in supporting their educational goals.  <b>Documentation Attached?:</b> No</p>	<p>(05/01/2018)</p>
	<p><b>Full Funding Requested - Purchase</b>  Equipment: Marshall Electric Portable Monitort.  <b>Describe Plans &amp; Activities</b>  <b>Supported:</b> Equipment: Marshall Monitor. his equipment meets professional standards and prepares our students to be more employable in our industry.  <b>Lead:</b> Jason Perez  <b>One-Time Funding Requested (if applicable):</b> 1095  <b>Type of Request:</b> Instructional Equipment  <b>Planning Unit Priority:</b> Medium  <b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate the equipment was very helpful or</p>	<p><b>Reporting Year:</b> 2017-18  <b>% Completed:</b> 0  This item was not purchased. WE still need this item.  (05/01/2018)</p>

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Facilities:** Expand Photo Studio:

**Describe Plans & Activities**

**Supported:** Facilities Modification: Expand Photo Studio. The photography studio currently only has five workstations, yet our studio-based classes typically have over 20 students. It is challenging for students to complete their projects with limited studio space availability. This situation is further complicated during film/television check-out periods, as at least one of the five shooting spaces is used to store outgoing/incoming film/television equipment. We need to expand the footprint of the photography studio to provide additional shooting areas.

**Lead:** Jason Perez, Chris Benoe

**Type of Request:** Facilities

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Facilities:** Net enclosure for Drones.

**Describe Plans & Activities**

**Supported:** Facilities: Net enclosure for drones. We need a large netting enclosure for drone flight training. This equipment will support all students working in drones

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not completed and is still something we need. (04/29/2018)

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not purchased. We still need this item (05/01/2018)

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
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Experience with this equipment will prepare our students to be more employable.

**Lead:** Jason Perez,

**Type of Request:** Facilities , Instructional Equipment

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Mobile Classroom Trailer and Equipment Storage**

**Describe Plans & Activities**

**Supported:** Cargo Trailer for location shoots. Some aspects of drone image capture and operation and 360 VR imaging can only be taught in large, remote, open spaces, such as the local desert areas. In addition, our existing photography courses are also working on location. We will need a trailer to serve as our mobile classroom and equipment storage. This will serve many of our classes and will have equipment storage and workbenches.

**Lead:** Jason Perez, Chris Benoe, Terah Williams

**One-Time Funding Requested (if applicable):** 27000

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least

**Reporting Year:** 2017-18

**% Completed:** 0

This has not been funded and is still something we need. (04/29/2018)

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50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

[Trailer Quote.pdf](#)

**Full Funding Requested - Purchase Equipment:** Quantum Batteries.

**Describe Plans & Activities**

**Supported:** Equipment: Quantum Batteries: \$2172.88. 3 Quantum Turbo 3 Batteries. This equipment meets

professional standards and prepares our students to be more employable in our industry.

This item was not funded in our 2016-17 Perkins Budget and we will seek funding via

Instructional Equipment

**Lead:** Jason Perez, Chris Benoe

**One-Time Funding Requested (if applicable):** 2172.88

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate the equipment was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Purchase Equipment:** Octodome softbox.

**Describe Plans & Activities**

**Supported:** Equipment: Octodome Softbox \$656.30. Photoflex OctoDome3 Softbox, Medium - 5'

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not purchased. We still need this item (05/01/2018)

**Reporting Year:** 2017-18

**% Completed:** 0

This item was not purchased. We still need this item (05/01/2018)

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(1.5 m) Diameter.  
 This equipment meets professional standards and prepares our students to be more employable in our industry.  
**Lead:** Jason Perez, Chris Benoe  
**One-Time Funding Requested (if applicable):** 656.3  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students indicate the equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No  
**Full Funding Requested - Purchase Equipment:** 2 Pentax 645Z Medium Format DSLR Comprehensive Starter Kit.  
**Describe Plans & Activities Supported:** Equipment: Pentax 645Z (2) camera kits. \$32,000.00. This equipment meets professional standards and prepares our students to be more employable in our industry.  
  
**Lead:** Jason Perez, Chris Benoe  
**One-Time Funding Requested (if applicable):** 32000  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students indicate the equipment was very helpful or

**Reporting Year:** 2017-18  
**% Completed:** 0  
 We did not purchase this item. it is no longer needed. (05/01/2018)

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somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Growth:** Additional funding to support additional class sections (growth). Funds will be used for increased darkroom chemistry, equipment, and supplies.

**Describe Plans & Activities**

**Supported:** \$3000 supplies, chemicals, equipment.

**Lead:** Laurie Hartman

**On-Going Funding Requested (if applicable):** 3000

**Type of Request:** Instructional Equipment, Instructional Supplies, Lottery

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity was somewhat helpful or very helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Student Tutors:** Student Tutor III 19 hours/week x 32 weeks (608 hours) x \$11.50/hour = \$6992.00.  
 Student Tutor V 9 hours/week x 32 weeks (288 hours) x \$13.50/hour = \$3,888.00  
 total= \$10,880.00

**Describe Plans & Activities**

**Supported:** Student tutors are an essential part of supporting our students.

**Lead:** Laurie Hartman

**One-Time Funding Requested (if**

**Reporting Year:** 2017-18

**% Completed:** 50

We are experiencing continued growth and have a continued need for additional supplies to support the growth. (04/29/2018)



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**applicable):** 10880  
**Type of Request:** Staffing  
**Planning Unit Priority:** High  
**Full Funding Requested -** Sony A7RII Cameras and Lenses (Two each)  
**Describe Plans & Activities**  
**Supported:** Experience with this professional level equipment will better prepare our students for successful employment in our industry.  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 17498.1  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium

**Full Funding Requested -** LED Travel Light Kits (Fiilex). Two AT \$2,995, one at \$3,395  
**Describe Plans & Activities**  
**Supported:** Experience with this professional level equipment will help prepare our students for successful employment in our industry  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 10276.58  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this items was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested -** Studio Superbooms (two)

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**Describe Plans & Activities**  
**Supported:** PURchase two superbooms to support new programs and program growth. Experience with this professional level equipment will better prepare our students for success in our industry.  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 2216.48  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Low  
**Full Funding Requested - Tether Tools Studio Kit**  
**Describe Plans & Activities**  
**Supported:** Tether tools table Aero Traveler (five @ 195.95) and Tether Tools Starter Tethering Kit (96.55). This professional level equipment will be used to support several of our studio -based classes. Experience with this equipment will prepare our students for successful employment in our industry.  
**Lead:** Jason Perez and Chris beoe  
**One-Time Funding Requested (if applicable):** 1178.55  
**Type of Request:** Instructional Supplies  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Full Funding Requested - Yongnuo Speedlight Kits (Four)**

**Describe Plans & Activities**

**Supported:** Yongnuo Speedlights (four @ \$69) and Yongnuo Wireless Flash Triggers (four @ 28.60). This equipment will support several of our classes. Experience with this equipment will better prepare our students for successful employment in our industry.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 427.49

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** Low

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested -** Striplight Softbox with Speedring

**Describe Plans & Activities**

**Supported:** Experience with this equipment will better prepare our students for successful employment in our industry. This equipment is used across several courses

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 957.02

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting

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their educational goals.

**Full Funding Requested -**

Speedotron Location Travel Kits. (2)

**Describe Plans & Activities**

**Supported:** This equipment will support several courses due to program growth and new programs. Experience with this equipment will better prepare our students for successful employment in our industry.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 8092.05

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals

**Documentation Attached?:** Yes

**Related Documents:**

[B&H Shopping Cart | B&H Photo Video.pdf](#)

**Full Funding Requested -**

Speedotron Studio Strobe Powerpacks. Six @ \$2075.00

**Describe Plans & Activities**

**Supported:** We need additional powerpacks to program growth and new programs. The packs will be used by students in several classes. Experience with this equipment will better prepare our students for successful employment in our industry.

**Lead:** Jason Perez and Chris Benoe

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**One-Time Funding Requested (if applicable):** 12450  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Related Documents:**  
[Speedotron | Black Line 2403CX LV Power Supply | 11260.pdf](#)  
**Full Funding Requested -** Kino Flow Light Kits . Four @ \$2698.95  
**Describe Plans & Activities**  
**Supported:** These continuous light sources will be used in several classes, including our new video program, program growth and new programs. Experience with this equipment will better prepare our students for successful employment in our industry.  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 11821.4  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50%of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.

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**Full Funding Requested -** Arri Tungsten Light Kit  
**Describe Plans & Activities**

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**Supported:** These continuous light sources will be used in several classes, including our new video program, program growth and new programs. Experience with this equipment will better prepare our students for successful employment in our industry.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 22831.3

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested - Canon Mount Rokinon Cine Bundle 01.**

**Describe Plans & Activities**

**Supported:** This professional level equipment will support several classes, program growth and new programs. Experience with this equipment will better prepare our students for successful employment in our industry.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 12587.03

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** at least 50% of students surveyed will indicate this item was very helpful or

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somewhat helpful in supporting their educational goals

**Full Funding Requested** - Lens Adapters- Metabones (two)

**Describe Plans & Activities Supported:** Experience with this equipment will better prepare our students for successful employment in our industry. This item will support the use of current equipment in conjunction with new technology.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 1421.31

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Medium

**What would success look like and how would you measure it?:** at least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested** - 360 Camera and Accessories

**Describe Plans & Activities Supported:** Experience with this emerging technology will prepare our students for successful employment in our industry. It will introduce students to emerging technology that is not commonly offered at other schools.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 4523.53

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Medium

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**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested** - DJi Battery Charging Hub for Inspire 2. Two @99.

**Describe Plans & Activities**

**Supported:** Experience with this equipment will better prepare our students for successful employment in our industry.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 200

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested** - Olympus M. Zukio Premium Lens Kits (two kits)

**Describe Plans & Activities**

**Supported:** These drone lenses will be used in several classes and will support program growth and new programs. Experience with this equipment will better prepare our students for successful employment in our industry

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 4190.33



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**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Full Funding Requested -** DJi Zenmuse S5S (NO LENS) 5.2K/4K Video Inspire 2  
**Describe Plans & Activities**  
**Supported:** This drone equipment will be used in several classes and will support program growth and new programs. Experience with this equipment will better prepare our students for successful employment in our industry  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 1399  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goal.s  
**Full Funding Requested -** DJi Spark Mini Drone Combo. Five @\$549  
**Describe Plans & Activities**  
**Supported:** This equipment will be used to support new programs. Experience with this equipment will better prepare our students for successful employment in our

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industry  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 3041.05  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Full Funding Requested -** DJi Matrice 600 Pro Kit (one)  
**Describe Plans & Activities**  
**Supported:** This equipment will support new programs. Experience with this equipment will better prepare our students for successful employment in our industry.  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 47777.27  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Full Funding Requested -** DJI Osmo + Handheld Gimbal with 4K Zoom Camera . Two @ \$559.00  
**Describe Plans & Activities**  
**Supported:** This equipment will support new programs. Experience with this equipment will better

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prepare our students for successful employment in our industry  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 1224.21  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals  
**Full Funding Requested -** Leica BLK 360 System Package .  
**Describe Plans & Activities**  
**Supported:** This equipment will support new programs. Experience with this 360 camera equipment will better prepare our students for employment in our industry. It is an emerging technology that will be used in a new program and incorporated into our existing programs.  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 20257.5  
**Type of Request:** Instructional Equipment  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.  
**Full Funding Requested -** Eclipse EZ Ups 10'x15'. Three

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**Describe Plans & Activities**

**Supported:** This equipment will support program growth and new programs. It will be used to support staff, students, and equipment during on-location shoots.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 1474.98

**Type of Request:** Non-Instructional Supplies

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:**

Students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

[EZ Up Quote.png](#)

**Full Funding Requested -** Portable Generators (2)

**Describe Plans & Activities**

**Supported:** This equipment will support program growth and new programs. It will support staff, students and equipment during on-location shoots. Experience with this equipment will better prepare students for successful employment in our industry

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 1000

**Type of Request:** Non-Instructional Supplies

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least

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50% of students surveyed will indicate this equipment was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

[Generator Quote.png](#)

**Full Funding Requested -** Flixel Business Software. Price/year

**Describe Plans & Activities**

**Supported:** This software will be used in several classes. Experience with this software will better prepare our students for successful self employment in our industry

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 299.99

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** Low

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested -** Plotagraph Software. price/user/year \$99.99 x 5 users

**Describe Plans & Activities**

**Supported:** This software will support new programs. Experience with this software will better prepare students for successful employment in our industry.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 499.95

**Type of Request:** Instructional

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Supplies  
**Planning Unit Priority:** Low  
**What would success look like and how would you measure it?:** AT least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.  
**Full Funding Requested -** Capture One Software. price/seat \$105 x 5 seats  
**Describe Plans & Activities**  
**Supported:** This software will support existing programs, program growth and new programs. Experience with this software will better prepare our students for successful employment in our industry.  
**Lead:** Jason Perez and Chris Benoe  
**One-Time Funding Requested (if applicable):** 571.17  
**Type of Request:** Lottery  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** Yes  
**Related Documents:**  
[CaptureOne Perkins 17:18.pdf](#)  
**Full Funding Requested -** Practice Drone Kit (Five)  
**Describe Plans & Activities**  
**Supported:** This equipment will support new programs. Experience with this equipment will better prepare our students for successful

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employment in our industry.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 1759.51

**Type of Request:** Instructional Equipment

**Planning Unit Priority:** Low

**What would success look like and how would you measure it?:** AT least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested -** Motorola T600 H20 Two-WAY Radio. Two @\$84.90

**Describe Plans & Activities**

**Supported:** This item will support new programs. This is for the drone program, to maintain communication on location. Experience with this equipment will better prepare our students for successful employment in our industry

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 185.93

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested -** Marketing Materials (CEA)

**Describe Plans & Activities**

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**Supported:** Brochures and promotional materials to support our in-reach and outreach efforts to increase enrollments in existing and new programs.

**Lead:** Jason Perez and Chris Benoe

**One-Time Funding Requested (if applicable):** 2500

**Type of Request:** Marketing

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested -** Additional Equipment Storage Unit- shipping container or Tuff Shed

**Describe Plans & Activities**

**Supported:** We are quickly running out of storage space, particularly since our current storage serves two growing programs- Photography and Film/Television. One solution would be to store items that are not frequently used in an external storage area such as a shipping container or Tuff Shed.

**Lead:** Terah Williams

**One-Time Funding Requested (if applicable):** 1000

**Type of Request:** Non-Instructional Equipment

**Planning Unit Priority:** Low

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate this activity was very helpful or



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somewhat helpful in supporting their educational goals.

**Full Funding Requested** - Lens Accessories and Protective Cases

**Describe Plans & Activities**

**Supported:** With the amount of use that the program's lenses get from students on a regular basis, basic protective measures are necessary (including filters and lens bags).

**Lead:** Terah Williams, Jason Perez

**One-Time Funding Requested (if applicable):** 1500

**Type of Request:** Instructional Supplies

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

[lenses accessories.pdf](#)

**Full Funding Requested** - Workstations, furniture, fixtures, etc. for Drone Instructional Workroom

**Describe Plans & Activities**

**Supported:** The space is currently set up for the wet darkroom - will need to be retrofitted for digital working. Including tool storage, secure equipment storage, counter space and student working area.

**Lead:** Jason Perez

**Type of Request:** Non-Instructional Equipment

**Planning Unit Priority:** High

**What would success look like and**

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**how would you measure it?:** At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals  
**Documentation Attached?:** No

**Outreach** - Increase enrollments and awareness through marketing, promotion and outreach to high schools and the local community  
**Status:** Active  
**Goal Year(s):** 2017-18, 2018-19  
**Date Goal Entered (Optional):** 09/01/2016

**Full Funding Requested** - Dual Enrollment : PHOT 9. Staffing: Adjunct Instructor, computer lab, software  
**Describe Plans & Activities Supported:** We plan to consider offering PHOT 9 Digital Image Editing for Photographers as a Dual Enrollment course at a local high school. This will provide a pathway for high school students to continue into our program.  
**Lead:** Laurie Hartman,  
**Type of Request:** Facilities , Staffing, Instructional Equipment, Instructional Supplies  
**Planning Unit Priority:** Medium  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.  
**Documentation Attached?:** No

**Reporting Year:** 2017-18  
**% Completed:** 25  
 we still would like to offer PHOT 9 to high school students and have suggested this to our Deans. It is unclear what the "next step" is for us. (04/29/2018)

**In Progress** - Outreach: Articulation. We plan to continue articulating with our local high schools to create awareness of our program and facilities.  
**Describe Plans & Activities Supported:** Staffing  
**Lead:** Jason Perez  
**Type of Request:** Human Resources

**Reporting Year:** 2017-18  
**% Completed:** 50  
 We are continuing to articulate PHOT 10 with our local high schools every year. This year we are also offering articulation to PHOT 9. (04/29/2018)

**Reporting Year:** 2016-17  
**% Completed:** 100  
 In the 2016-17 academic year, 5 schools participated in the articulation process with 41 students successfully earning

: Criteria Met: 41 students from 5 local high schools successfully completed the articulation

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	<p><b>Planning Unit Priority:</b> Medium  <b>What would success look like and how would you measure it?:</b> At least 10 high school students successfully completing articulation process .  <b>Documentation Attached?:</b> No  <b>In Progress - Outreach:</b> High School Darkroom Experience. This initiative is funded by Tech Prep, and provides one day of black and white darkroom experience for students from our articulating high schools  <b>Describe Plans &amp; Activities Supported:</b> Staffing  <b>Lead:</b> Jason Perez  <b>Type of Request:</b> Professional Development  <b>Planning Unit Priority:</b> Medium  <b>What would success look like and how would you measure it?:</b> At least 5 students that participate in the darkroom experience will successfully complete the articulation process  <b>Documentation Attached?:</b> No</p>	<p>units for PHOT 10. This is an ongoing initiative. (06/28/2017)</p> <p><b>Reporting Year:</b> 2017-18  <b>% Completed:</b> 50  We plan to continue this successful activity. (04/29/2018)</p>	<p>process and earned credit for PHOT 10. We plan to continue this activity next year. (06/28/2017)</p>
<p><b>Adequate Staffing -</b> Provide adequate staffing that supports student success.  <b>Status:</b> Active  <b>Goal Year(s):</b> 2017-18, 2018-19  <b>Date Goal Entered (Optional):</b> 09/01/2016</p>	<p><b>Full Funding Requested -</b> Counseling Liaison  <b>Describe Plans &amp; Activities Supported:</b> Sara Mestas has partnered with us to support students in their educational planning. She is a vital resources as we meet the completion benchmarks for our existing and new programs. We are asking for continued funding for Sara's services.  <b>Lead:</b> Laurie Hartman  <b>Type of Request:</b> Staffing  <b>Planning Unit Priority:</b> High</p>	<p><b>Reporting Year:</b> 2016-17  <b>% Completed:</b> 100  This item was completed. We are working with Sara Mestas as our Counseling Liaison. (06/27/2017)</p>	<p>: Criteria Met: 100% of students surveyed indicated that this activity was very helpful or somewhat helpful in supporting their educational goals. (06/27/2017)</p>

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**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested - Staffing:** Additional LHE to support program growth and new programs

**Describe Plans & Activities**

**Supported:** Additional LHE for GrowthAs a result of "In-Reach" activities, we have seen an increase in the number of advanced students needing classes. Waitlists for several of our Spring 2015 classes exceeded 15 students per class. We believe there is a demand for additional sections of advanced students. As a result, students will be able to complete the program more quickly and we expect to see an increase in degree/certificate completions.  
2015-16: We anticipate continued growth and need for increased LHE for additional course sections.

**Type of Request:** Staffing  
**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicated this activity was very helpful or somewhat helpful in supporting their educational goals

**Full Funding Requested - Staffing:** full-time faculty. Column 2, Step 1= \$70,217

**Reporting Year:** 2017-18  
**% Completed:** 75  
We have secured additional LHE for program growth. We anticipated additional LHE will be needed for future growth. (04/29/2018)

**Reporting Year:** 2016-17  
**% Completed:** 50  
We have secured additional LHE for growth and successfully added courses each semester. We expect continued growth, and the need for additional LHE for the foreseeable future. (06/28/2017)

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This item was not funded. This is still a need in our program, so we will be requesting this again. (04/29/2018)

**Describe Plans & Activities**

**Supported:** Staffing: Full-time Faculty. :Photography Professor (growth position).

Our state of the art program is growing, with successful increased course offerings every year. We have recently hired one full-time and several adjunct faculty but we are still in need of more instructors. We currently have three full-time faculty and 13 adjunct instructors. We believe the following data clearly supports the need for another full-time Photography Professor.

In 2016 (calendar year) we filled 57 sections (225 LHE) with 142.75 LHE taught by adjuncts and 22.75 LHE full-time faculty overload. In 2018, we filled 74 sections (274.75 LHE) with 127.75 taught by adjuncts and 57 LHE full-time faculty overload. In other words, from 2016-2018 our program increased by 49.25 LHE's (22%) and 17 sections (30%). Therefore, in addition to 45 LHE base load for our three full-time faculty, in 2018 there were 57 LHE (overload) plus 127.75 LHE (part-time) for a total of 184.75 LHE remaining to support additional full-time faculty members. These numbers do not reflect PHOT 98, PHOT 99, or Dept. Chair reassigned time. We are growing steadily every year and we have ample LHE's to

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support another full-time professor in the Photography Program. It should be noted that our growth is particularly impressive at a time when the other photography programs in our area are struggling with shinking enrollment and class cancellations.

As a CTE program, in addition to instruction, our three full-time faculty members have numerous other program management responsibilities (Advisory Committee, Outreach/In-Reach, high school articulation, scheduling, Perkins, SWP, budget, hiring and oversight of adjunct faculty, student workers and lab staff, PIE, Outcomes, supervising students in on-campus and off-campus work experience, program marketing, connecting students to industry, advising students for transfer and workforce entry, equipment and facilities oversight, student club advising, assisting students with course selection and educational planning, and more.). A recent poll indicates that full-time faculty in our department (CEA) work an average of 400+ hours/yearly on program management. This means that each of our current full-time faculty members work in excess of 200 hours (each) over the contracted 192 service hours. This indicates that there is a large deficit of person-hours for program management activities, some of which could be

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fulfilled by an additional full-time faculty member. Due to rapidly changing technology, photography faculty also spend a considerable amount of time attending conferences and workshops, networking, and researching emerging technologies and industry trends and writing new curriculum for classroom integration.

The new faculty member will need a diverse set of skills to support the broad range of curriculum we currently offer which includes: analog, digital still and motion capture, digital editing workflow and output, studio and location lighting, fashion and commercial portraiture, wedding and family portraiture, advertising, historic and alternative processes, and studio business practices. In addition to program growth in our existing program, the photography program is also expanding into new areas: we have responded to the "convergence" of still and motion technologies with PHOT 26 Video for Photographers, and the Photography Video Production Certificate. We plan to update this curriculum with the addition of a new Director of Photography course (in collaboration with our Film/Television Program). We are also on the forefront of new emerging technologies with two new programs: Drones and 360VR Imaging. The new drone curriculum consists of four new courses, two

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certificates and one A.S degree and the 360 VR curriculum has four new courses and a new certificate. These new programs are funded by the Strong Workforce Program and are supported by recent surveys indicating high student interest and very strong labor market data. To meet our SWP performance benchmarks, fulfill our commitment to the grant, and to support student demand, we expect the new programs will require a significant increase in course offerings (LHE). We do not have enough faculty with the necessary skills to teach all our existing courses plus the new curriculum, and it is crucial that we hire an additional full-time faculty member to support these exciting and innovative new programs.

In conclusion, our program, but more importantly, our students, will be better served by the addition of another full-time Photography Professor with special expertise ( digital still/motion, drones and 360VR), current knowledge of our industry to steward the program into the future, and greater availability to assist our students in and out of the classroom. All this will ultimately result in greater success and employment for our students. This is an extremely high priority for our program.



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**Lead:** Laurie Hartman, Jason Perez, Chris Benoe

**On-Going Funding Requested (if applicable):** 70217

**Type of Request:** Staffing

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested - Drone Equipment Manager:** Laboratory Technician. Range 79, Step One

**Describe Plans & Activities**

**Supported:** Full-time drone equipment managerAssembling and maintaining fragile drone equipment requires specialized knowledge. We are seeking a dedicated position to manage our new drone equipment. This person would be responsible for maintaining FAA flight logs (required), repairing and maintaining drone equipment, and transporting/maintaiing/supporting the equipment during all drone instruction (on and off site).

**Lead:** Jason Perez, Chris Benoe, Laurie Hartman

**On-Going Funding Requested (if applicable):** 49897

**Type of Request:** Staffing

**Reporting Year:** 2017-18

**% Completed:** 25

We received SWP funding for a 25% Lab Tech position. We believe this is insufficient, and we need additional lab tech support (more hours) and training for our lab tech to be able to manage our new drone equipment and accompany the drone class to manage the equipment during on-location shoots. (04/29/2018)

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**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** Yes

**Related Documents:**

[CSEA Chapter 262 Salary Schedule and Assignments 7.1.17 Updated 5.17.18.pdf](#)

**Full Funding Requested - Staffing:** Reclassification of Lab Tech position to "Lead Laboratory Technician" or "Laboratory Technician II".

**Describe Plans & Activities**

**Supported:** Our full-time laboratory technician has additional responsibilities that are of a higher level than our part-time laboratory technicians, despite the fact that they all have the same job title and hourly compensation. For example: training and directing the work of two (classified) part-time laboratory technicians and several student tutors, equipment/supply ordering and inventory, maintaining records, participation in department meetings and activities, budget oversight and management, and submitting work orders. We would like to see the full-time position reclassified and compensated to reflect the increased responsibilities of this position.

**Lead:** Chris Benoe, Jason Perez, Laurie Hartman

**Planning Unit Priority:** High

**Reporting Year:** 2017-18

**% Completed:** 0

This has not been completed. It remains a very high priority for our program. (04/29/2018)

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**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested -** Reassigned time for increased faculty workload. 12 LHE/year x 18 x 80= \$17,280

**Describe Plans & Activities**

**Supported:** Reassigned time. The Photography Program is the largest program in our department. Recent data collected shows that each of the full-time instructors in the Photography Program typically log 400 hours/year in the faculty agreement. We are requesting compensation (reassigned time) for each of the full-time photography faculty to compensate them for the 200+ additional hours. This will benefit our students as the faculty will be able to dedicate more time to classroom instruction and assisting students.

**Lead:** Laurie Hartman

**On-Going Funding Requested (if applicable):** 17280

**Type of Request:** Staffing

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.

**Documentation Attached?:** No

**Full Funding Requested -** Staffing:

**Reporting Year:** 2017-18

**% Completed:** 25

All three full-time photography faculty members submitted applications for Reassigned time for program management. We have not heard the results of our applications. However, this is a growing problem and an ongoing need. (04/29/2018)

**Reporting Year:** 2017-18

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	<p>Administrative Assistant. Admin Specialist III, Range 81</p> <p><b>Describe Plans &amp; Activities</b></p> <p><b>Supported:</b> All CEA programs need assistance with various administrative tasks. These tasks can easily be completed by an Administrative Assistance. We are looking to hire a full-time administrative assistant, that will serve all CEA programs</p> <p><b>Lead:</b> Laurie Hartman, Jason Perez, Chris Benoe</p> <p><b>On-Going Funding Requested (if applicable):</b> 50889.92</p> <p><b>Type of Request:</b> Staffing</p> <p><b>Planning Unit Priority:</b> High</p> <p><b>What would success look like and how would you measure it?:</b> At least 50% of students surveyed indicate that the activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p><b>Documentation Attached?:</b> Yes</p> <p><b>Related Documents:</b></p> <p><a href="#">CSEA Chapter 262 Salary Schedule and Assignments 7.1.17 Updated 5.17.18.pdf</a></p> <p><b>Full Funding Requested - Student Tutor III.</b> 19 hours/week x 32 weeks (608 hours) x \$11.50/hour = \$6,992.00</p> <p><b>Describe Plans &amp; Activities</b></p> <p><b>Supported:</b> Student Tutors to assist our students .</p> <p><b>Lead:</b> Jason Perez and Chris Benoe</p> <p><b>One-Time Funding Requested (if applicable):</b> 6992</p> <p><b>Type of Request:</b> Staffing</p> <p><b>Planning Unit Priority:</b> High</p>	<p><b>% Completed:</b> 0</p> <p>This has not been funded. It remains a high priority for our program (04/29/2018)</p>

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**What would success look like and how would you measure it?:** At least 50% of students surveyed indicate this activity was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested** - Student Tutor V. 9 hours/week x 32 weeks ( 288 hours) x \$13.50/hour = \$3,888.00

**Describe Plans & Activities**

**Supported:** Student Tutors to assist our student. These are a vital component and particularly important to the success of our ACCESS students.

**Lead:** Chris Benoe

**One-Time Funding Requested (if applicable):** 3888

**Type of Request:** Staffing

**Planning Unit Priority:** High

**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this item was very helpful or somewhat helpful in supporting their educational goals.

**Full Funding Requested** - Full-time Laboratory Technician. Range 79, Sept One.

**Describe Plans & Activities**

**Supported:** Additional full-time Laboratory Technician to support our existing program, program growth and new programs. We are currently scheduling student workers 45-60 hours/week. We feel that a permanent full-time Laboratory Technician would be more involved, dedicated, and

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would be a better use of resources than student employees.  
**Lead:** Jason Perez, Chris Benoe  
**On-Going Funding Requested (if applicable):** 49897.32  
**Type of Request:** Staffing  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** At least 50% of students surveyed will indicate this activity is very helpful or somewhat helpful in supporting their educational goals  
**Documentation Attached?:** Yes  
**Related Documents:**  
[CSEA Chapter 262 Salary Schedule and Assignments 7.1.17 Updated 5.17.18.pdf](#)

**phot test - phot test goal**  
**Status:** Active  
**Goal Year(s):** 2017-18  
**Date Goal Entered (Optional):** 07/31/2017

**In Progress - we did a test**  
**Describe Plans & Activities**  
**Supported:** zero  
**Lead:** Laurie  
**Type of Request:** Professional Development  
**Planning Unit Priority:** High  
**What would success look like and how would you measure it?:** 50%  
**Documentation Attached?:** No