

1. Assessment Plan - Four Column



PIE - Arts - CEA: Photography Unit

Narrative Reporting Year

2018-19

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External Conditions, Trends, or Impacts: 1. Drones: Our first two drone courses (PHOT 50 and 55) were offered in Spring 2019. Both classes were full with many students on the waiting list. We are offering PHOT 50 again in Summer 2019. In Fall 2019 three drone classes will be offered. We will need resources to continue support our drone program with staffing, faculty, facilities, equipment ,and professional development.

2. Motion imagery. The convergence 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 will be requesting funding through the Strong Workforce Program and Perkins 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. As a result, we have recently hired our adjunct under the discipline "Commercial Photography/Photographic Technology", however, this discipline is also not a great fit for our needs. 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 . We currently have one full-time laboratory technician and two part-time laboratory technicians (19/hours week each). One of the part time technicians is shared with the Film/Television program. In addition, this Spring semester we are also scheduling our Perkins funded Student Tutors for well over 54 hours/week to support the Photography Program plus an additional 42 hours/week of student workers for the Drone Program, resulting in 96 hours/week student workers. With the growth of our existing Photography Program, the anticipated growth of the Drone Program, and the future 360 VR Imaging Program, we are in need of an additional full-time Laboratory Technician to in order to provide consistent support for faculty and students.

2. Staffing: Additional permanent Lab Tech Drone Manager position (growth position). We did not anticipate the amount of person-hours required to prepare for the drone lab days. Currently three students work at least six hours each the day before our drone classes charging batteries, updating software, performance general equipment maintenance, and unloading/loading the van. With three drone classes scheduled in the Fall, the demand will be even greater and 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". This is in-progress.

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 budgets, pathways mapping, program promotion, etc.). These types of duties are not required of many of our colleagues in more "academic" disciplines such as math, english, etc. and are not fully compensated for. This year the Photography Program requested six LHE Reassigned Time, but was granted only two LHE. Due to the mid-year contract approval, we only received one LHE which was shared between the three full-time faculty members. We are again requesting six LHE Reassigned Time for a Photography Program Coordinator and six LHE for a Drone Program Coordinator.

5. Full-time faculty member. We believe that data strongly 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 of our current Photography and Drone Programs. We requested this position in Fall 2017 and Fall 2018 but it has not been funded. With our current (increased) growth, and new programs starting (drones and 360VR), we have critical need for another faculty member (growth position). Sample data comparing 2015-2016 to 2017-18 includes 28% increase in the number of sections, 16% increase in LHE, and over 146 LHE taught by our part-time faculty. This is a high priority for the Photography Program.

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

(smaller) program which is not growing and barely has enough LHE to support an additional 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. Registration Issues: Due to a banner glitches, students are sometimes unable to register for PHOT classes, resulting in class cancellations.

12. Photo Studio; We are offering more studio-based classes, each with about 20 students. Our photography studio has only five shooting spaces, designed for a single user. 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.

13. 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.

14. Facilities : Drone Workroom including: 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.

Critical Decisions Made by Unit: 1. Drone Curriculum: After offering our first two drone classes this Spring, we realize that the following curriculum changes are needed: 1). Delete PHOT 10 from the Certificates/Degree. 2). Add PHOT 5 to the Certificates/Degree, 3). Delete AERO 210 from the Certificates/Degree.

2. Perkins Funding: We have secured Perkins funding for Student Tutors for both the Photography Program and the Drone Program. However, we did not receive Perkins funding for equipment or professional development, which are critical for the continued success of our Programs.

3. New Program: 360 VR Imaging. In response to the emerging technology in our industry we are developing a new program in 360 VR Imaging. Jason Perez has prepared much of the curriculum for this program, but has decided to "hold off" on it for one year. This will allow Jason to concentrate on the successful launch of the Drone curriculum, before initiating the 360VR program.

4. 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.

5. 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 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.

6. Successfully petitioned for Lab Parity for PHOT 10 Basic Digital/Film Photography.

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.

2. Strong Workforce Program (SWP). SWP funding has supported the launch of our new Drone Program, with the successful offering of the first two classes this Spring

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). The Commercial UAV Conference donated a "booth" to the Drone Program, which resulted in significant exposure and promotion of the program. We intend to attend the conference again in Fall 2019.

5. Hired three new adjunct instructors.

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

7. Summer 2018, Professor Jay Perez traveled to Armenia to work with Tumo University on a 3D mapping and 360° project to preserve and explore historical sights from the 10th to 15th centuries. He will return to Tumo again in Summer 2019.

8. Student Saul Barrera traveled to Armenia with Professor Jay Perez to work on the Armenia project during Summer 2018.

9. Student Success:

Patty De La Vega completed her third Work Experience and has been offered employment at two of the Work Experience sites.

Nine photography students entered work in the Inland Empire Advertising Awards, with all nine receiving an award during the ceremony at the Mission Inn in March 2019.

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 Liaison: During the past two spring semesters Sara Mestas visited our advanced classes and presented an overview of her services, a MAP tutorial, and instructions for completing degree/certificate forms. She also held three "drop-in" counseling sessions in our classroom during which she assisted students with their educational planning. Student response was very positive and we hope to see an increase in completions as a result of Sara's efforts

5. Growth: We have successfully added courses sections each semester, including Winter and Summer - 26% increase in course offerings from 2015-16 to 2017-18.
6. Darkroom Experience: To support the articulation efforts of our feeder high schools that do not have "wet" darkrooms, students from three schools participated in darkroom experience in our facilities during Winter 2019. This is funded by Tech Prep.
7. Articulation: Our articulation efforts continue to be successful. This year we continue to articulate students into PHOT 9 (Digital Image Editing) as well as PHOT 10 (Basic Digital/Film Photography).
8. Guest Speakers and Field Trips: Eric Joseph (Freestyle Photographic) presented his "World of Inkjet Printing" to our advanced students in April 2019.
9. Chris Benoe's PHOT 11B students collaborated with students in the Dance program to provide studio and location photography.
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 meet our funding benchmarks.
11. Core Indicators: Our Core Indicator Report indicates "above negotiated levels" in all categories except Technical Skill Attainment-Non Traditional, which was 0;3% below negotiated levels.
12. For a higher level view of the data of the Photography Program, we accessed the Calpasspluss 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. Process Improvement: Our Lab Technician, Terah Williams has implemented numerous new processes and procedures in our Issue Room to support students and faculty.

Notable Achievements for Theme C: Secure Human, Technological, & Financial Resources: 1. Secured approximately \$14,000 in Perkins spend-down funds for equipment. (Spring 2019)

2. Secured approximately \$9,000 in Perkins spend-down funds for Student Tutors for the Drone Program . (Spring 2019)
3. Perkins: Secured \$28,606 in Perkins funding for Student Workers for the Photography Program 2019-20 (April 2019)
4. Secured \$19,804 in Perkins funding for Student Workers for the Drone Program 2019-20 (April 2019)
5. Secured \$65,000 in Instructional Equipment funding for a drone location van (Fall 2018).

Notable Achievements for Theme D: To Foster an Atmosphere of Cooperation and Collaboration:

1. Advisory Committee: The Photography Advisory Committee meeting was held during Winter 2019. 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

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
<p>Support Student Goals - Provide instruction and services that support our student's educational and career goals</p> <p>Status: Active</p> <p>Goal Year(s): 2017-18, 2018-19, 2019-20, 2020-21</p>	<p>Report directly on Goal</p>	<p>Reporting Year: 2018-19</p> <p>% Completed: 50</p> <p>Increased enrollment due to adding new courses for the PHOT program. (03/07/2019)</p> <p>Related Documents:</p> <p>2018 PHOT Chart.pdf</p>
<p>Date Goal Entered (Optional): 09/01/2016</p>	<p>Request - Full Funding Requested - Campus Work Experience (internal/external)</p> <p>Describe Plans & Activities Supported (Justification of Need): 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>Lead: Jason Perez</p> <p>What would success look like and how would you measure it?: 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>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: Medium</p> <p>Documentation Attached?: No</p>	<p>Reporting Year: 2017-18</p> <p>% Completed: 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> <hr/> <p>Reporting Year: 2016-17</p> <p>% Completed: 100</p> <p>During the 2016-17 academic year, five students participated in the internal Work Experience program. (06/27/2017)</p> <p>Related Documents:</p> <p>2017PIESurvey.pdf</p>
	<p>In Progress - Equity Lab and Tutors:</p>	<p>Reporting Year: 2017-18</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>

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans	
	<p>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>Describe Plans & Activities Supported (Justification of Need): Equity Lab funding Lead: Laurie Hartman</p> <p>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.</p> <p>Planning Unit Priority: Medium Documentation Attached?: No</p> <p>Request - Full Funding Requested - 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>Describe Plans & Activities Supported (Justification of Need): 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>Lead: Jason Perez</p> <p>What would success look like and</p>	<p>% Completed: 50 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> <hr/> <p>Reporting Year: 2016-17 % Completed: 50 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 students. (06/27/2017)</p> <p>Related Documents: 2017PIESurvey.pdf</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 25 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>	<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>

Unit Goals

Resources Needed

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

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

Planning Unit Priority: Medium

Documentation Attached?: No

Request - Full Funding Requested -

Staffing and facilities to support program growth.

Describe Plans & Activities

Supported (Justification of Need):

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

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.

Planning Unit Priority: High

Request - Full Funding Requested -

Full-time Laboratory Technician.

Range 79 Step One

Describe Plans & Activities

Supported (Justification of Need):

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

Lead: Jason Perez and Chris Benoe

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

Unit Goals

Resources Needed

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

somewhat helpful in supporting their educational goals.

Planning Unit Priority: High
Documentation Attached?: Yes
On-Going Funding Requested (if applicable): 48813.6

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

Request - Full Funding Requested -

Variety of photography frames.

Describe Plans & Activities Supported (Justification of Need):

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

Lead: Terah Williams

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

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 1000

Request - Full Funding Requested -

Supplies and refreshments for student show openings in DTC Gallery

Describe Plans & Activities Supported (Justification of Need):

Supplies and refreshments for student show openings in DTC Gallery

Lead: Terah Williams

What would success look like and how would you measure it?: At least 50% of students surveyed will

Unit Goals	Resources Needed	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>	
	<p>indicate this activity was very helpful or somewhat helpful in supporting their educational goals.</p> <p>Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than \$500.</p> <p>Planning Unit Priority: Low</p> <p>On-Going Funding Requested (if applicable): 500</p>		
<p>Completions - Continue to advise students on course selection and scheduling to maximize degree and certificate completions</p> <p>Status: Active</p> <p>Goal Year(s): 2017-18, 2018-19, 2019-20, 2020-21</p> <p>Date Goal Entered (Optional): 09/01/2016</p>	<p>Report directly on Goal</p>	<p>Reporting Year: 2018-19</p> <p>% Completed: 50</p> <p>Awards in the arts division have increased year over year, with 2017-18 having an increase in awards. (03/07/2019)</p> <p>Related Documents:</p> <p>Arts Div Awards 2013-2018.pdf</p> <p>Arts PHOT Awards 2013-2018.pdf</p>	
	<p>Request - Full Funding Requested - Counseling Liasion</p> <p>Describe Plans & Activities Supported (Justification of Need):</p> <p>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.</p> <p>18/19 - ongoing</p> <p>Lead: Laurie Hartman</p> <p>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</p>	<p>Reporting Year: 2017-18</p> <p>% Completed: 50</p> <p>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)</p>	<p>Reporting Year: 2016-17</p> <p>% Completed: 100</p> <p>During the 2016-17 academic year, Laurie Hartman and Jason Perez met with many students assist them with</p> <p>: The photography program had a total of 21 completions: 6 AS Degrees and 15 Certificates (06/28/2017)</p>

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans	
	<p>educational goals. Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees. Planning Unit Priority: High Documentation Attached?: Yes Related Documents: counseling liason - sara.png</p>	<p>Individual Education Plans and completing degree/certificate completion forms (06/28/2017)</p>	
<p>Secure Resources - Provide technology and resources that prepare our students for entry into the photography industry and related field Status: Active Goal Year(s): 2017-18, 2018-19 Date Goal Entered (Optional): 06/26/2017</p>	<p>Request - Full Funding Requested - Purchase Equipment: Canon Lens Kit Describe Plans & Activities Supported (Justification of Need): 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>Reporting Year: 2017-18 % Completed: 50 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) Related Documents: PIE Resources Survey ResultsApril2018.pdf</p>	
	<p>18/19 - ongoing / continual investment in new & supportive technology is necessary in a tech rich field like photography. Lead: Jason Perez 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</p>	<p>Reporting Year: 2016-17 % Completed: 50 One lens was purchased and put into service during the 2016-17 academic year. We need one more lens. (06/27/2017) Related Documents: 2017PIESurvey.pdf</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>

Unit Goals

Resources Needed

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

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium

Documentation Attached?: Yes

One-Time Funding Requested (if applicable): 23422.05

Related Documents:

[camera survey.png](#)

Request - Full Funding Requested -

Upgrade DTC Gallery Area..additional display cases, video monitor

Describe Plans & Activities

Supported (Justification of Need):

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.

18/19 - on going

Lead: Facilities

Reporting Year: 2017-18

% Completed: 75

We would still like to see more display cases and video monitors added to the gallery (04/29/2018)

Unit Goals

Resources Needed

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

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.

Type of Request: FACILITIES: This section includes minor building improvement projects and alterations to specific rooms or operational areas.

Planning Unit Priority: Low

Documentation Attached?: No

Request - Full Funding Requested - Resources to support New Curriculum: equipment, staffing, facilities, software, professional development

Describe Plans & Activities

Supported (Justification of Need):

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

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.

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or

Reporting Year: 2017-18

% Completed: 75

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)

Related Documents:

[PIE Resources Survey ResultsApril2018.pdf](#)

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.</p> <p>Planning Unit Priority: High Documentation Attached?: No Related Documents: grip_survey.png</p> <p>In Progress - Facilities Modification: Issue Room and Studio Storage Describe Plans & Activities Supported (Justification of Need): Facilities Modification: Issue Room and Studio Storage, including custom shelving/cabinetry Lead: Facilities 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. Planning Unit Priority: High Documentation Attached?: No</p>	<p>Reporting Year: 2017-18 % Completed: 25 This activity is scheduled for completion by Fall 2018. (04/29/2018)</p>
	<p>Request - Full Funding Requested - Purchase Equipment: MSE Medium Roller stands</p> <p>Describe Plans & Activities Supported (Justification of Need): Equipment: MSE Medium Rollerr Stands ._Practice with this industry-standard equipment will better prepare our students for employment in our industry Lead: Jason Perez What would success look like and how would you measure it?: At least 50% of students surveyed will</p>	<p>Reporting Year: 2018-19 % Completed: 50 See attached doc for purchases. Continued growth demands growth in resources, and need for additional modifiers (05/13/2019) Related Documents: PIE Equipment Review.pdf grip_survey.png</p> <p>Reporting Year: 2017-18 % Completed: 0 This item has not been funded. We still need this item. (05/01/2018)</p>
	<p>Request - Full Funding Requested - Purchase Equipment: MSE Medium Roller stands</p> <p>Describe Plans & Activities Supported (Justification of Need): Equipment: MSE Medium Rollerr Stands ._Practice with this industry-standard equipment will better prepare our students for employment in our industry Lead: Jason Perez What would success look like and how would you measure it?: At least 50% of students surveyed will</p>	<p>Reporting Year: 2017-18 % Completed: 0 This item has not been funded. We still need this item. (05/01/2018)</p>

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>indicate the equipment was very helpful or somewhat helpful in supporting their educational goals.</p> <p>Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.</p> <p>Planning Unit Priority: Medium</p> <p>Documentation Attached?: No</p> <p>One-Time Funding Requested (if applicable): 1713</p> <p>Related Documents: drone facilities.png issueroom.png drone issueroom.png</p> <p>Request - Full Funding Requested - Purchase Equipment: Speedotron Lighting Modifiers.</p> <p>Describe Plans & Activities Supported (Justification of Need): Studio Lighting ModifiersThis equipment will support all students working in the photo studio. Experience with this equipment will prepare our students to be more employable.</p> <p>Lead: Jason Perez, Chris Benoe, Laurie Hartman</p> <p>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.</p>	<p>This item was not funded. (04/29/2018)</p> <p>Reporting Year: 2018-19 % Completed: 50 See attached doc for purchases. Continued growth demands growth in resources, and need for additional modifiers (05/13/2019)</p> <p>Related Documents: PIE Equipment Review.pdf lighting.png</p> <hr/> <p>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 achievieng their educational goals. (04/29/2018)</p> <p>Related Documents: PIE Resources Survey ResultsApril2018.pdf</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: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: High
Documentation Attached?: Yes
One-Time Funding Requested (if applicable): 1149.31

Related Documents:
[Light Modifiers.pdf](#)
[lighting.png](#)

Request - Full Funding Requested -
 Purchase Equipment: Arri light Kits. 18/19 - On going instructional materials, equity access

Describe Plans & Activities Supported (Justification of Need):
 Arri Fresnel kit This equipment will support all students working in the photo studio. Experience with this equipment will prepare our students to be more employable.

Lead: Jason Perez, Chris Benoe, Laurie Hartman

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.

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction,

[PIE Equipment Review.pdf](#)

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 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)

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

Unit Goals

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student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium

Documentation Attached?: No

One-Time Funding Requested (if applicable): 22831

Related Documents:

[lighting.png](#)

[videoequipment.png](#)

Request - Full Funding Requested -

Purchase Equipment: LED Light Panels. Arri Sky Panel LED 3 Light Panel Kit.

Describe Plans & Activities

Supported (Justification of Need):

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

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.

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT):

Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium

Reporting Year: 2018-19

% Completed: 50

See attached doc for purchases. Continued growth demands growth in resources, and need for additional modifiers (05/13/2019)

Related Documents:

[lighting.png](#)

[PIE Equipment Review.pdf](#)

Reporting Year: 2017-18

% Completed: 50

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)

Related Documents:

[PIE Resources Survey ResultsApril2018.pdf](#)

Unit Goals

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Documentation Attached?: No
One-Time Funding Requested (if applicable): 18241.61

Related Documents:

[lighting.png](#)

[videoequipment.png](#)

Request - Full Funding Requested -

Purchase Equipment: DJI Inspire Drone Kits.

18/19 - On going instructional materials, equity access, drone program

Describe Plans & Activities

Supported (Justification of Need):

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

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.

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: High

Documentation Attached?: No
One-Time Funding Requested (if applicable): 62654.08

Reporting Year: 2018-19

% Completed: 75

Purchased, continued technology demands further purchase (05/13/2019)

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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Related Documents:
[drone equipment.png](#)
Request - Full Funding Requested -
 Purchase Software: Flight Logbook (yearly subscription).
Describe Plans & Activities Supported (Justification of Need):
 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
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.
Type of Request: IT SUPPORT: Requests for projects related to the implementation, integration, application, delivery, and support of information and instructional technologies.
Planning Unit Priority: Low
Documentation Attached?: No
One-Time Funding Requested (if applicable): 400

Reporting Year: 2018-19
% Completed: 50
 In Progress (05/13/2019)

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

Request - Full Funding Requested -
 Professional Development: Commercial UAV Conference/Las Vegas \$3,000
Describe Plans & Activities Supported (Justification of Need):
 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

Reporting Year: 2018-19
% Completed: 50
 See attached doc for purchases. Continued growth demands growth in resources, and need for additional modifiers (05/13/2019)

Related Documents:
[drone conference.png](#)
[conferences.png](#)

Reporting Year: 2017-18
% Completed: 50

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p>employment in our industry. Lead: Jason Perez, Chris Benoe, Laurie Hartman 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. Type of Request: PROFESSIONAL & ORGANIZATION DEVELOPMENT (POD): Requests that provide professional learning opportunities for Mt. SAC employees. Planning Unit Priority: High Documentation Attached?: Yes One-Time Funding Requested (if applicable): 3000 Related Documents: conferences.png drone conference.png Request - Full Funding Requested - Professional Development: NAB Show, Las Vegas \$2,500 Describe Plans & Activities Supported (Justification of Need): 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 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.</p>	<p>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</p> <hr/> <p>Reporting Year: 2018-19 % Completed: 50 some funding provided by POD - will request for 19/20 (05/13/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 0 This item was not funded. We still need this item. (05/01/2018)</p>

Unit Goals

Resources Needed

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

Type of Request: PROFESSIONAL & ORGANIZATION DEVELOPMENT (POD): Requests that provide professional learning opportunities for Mt. SAC employees.

Planning Unit Priority: High
Documentation Attached?: No
One-Time Funding Requested (if applicable): 2500

Related Documents:

[conferences.png](#)

[drone conference.png](#)

Request - Full Funding Requested -
Purchase Equipment: Video Shoot Production Accessories.T

Describe Plans & Activities Supported (Justification of Need):
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

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.

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Low

Reporting Year: 2018-19

% Completed: 50

See attached doc for purchases. Continued growth demands growth in resources, and need for additional (05/13/2019)

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](#)

Unit Goals

Resources Needed

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

Documentation Attached?: No
One-Time Funding Requested (if applicable): 2762.86

Related Documents:
[videoequipment.png](#)

Request - Full Funding Requested -
Purchase Equipment: Matthews
Medium Overhead Roller Stands (4)

Describe Plans & Activities Supported (Justification of Need):
Equipment: MSE Medium Rollerr
Stands ._Practice with this industry-
standard equipment will better
prepare our students for
employment in our industry

Lead: Jason Perez

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.

Type of Request: INSTRUCTIONAL
SUPPORT PROGRAM FUNDING
(INSTRUCTIONAL EQUIPMENT):
Equipment, library material, or
technology for classroom instruction,
student instruction or demonstration,
or in preparation of learning materials
in an instructional program, equal or
over \$500.

Planning Unit Priority: Medium
Documentation Attached?: No
One-Time Funding Requested (if applicable): 1500

Request - Full Funding Requested -
Purchase Equipment: Nikon Lenses
18/19 In process

Describe Plans & Activities

Reporting Year: 2018-19

% Completed: 50

See attached doc for purchases. Continued growth
demands growth in resources, and need for additional grip
(05/13/2019)

Related Documents:
[PIE Equipment Review.pdf](#)
[grip survey.png](#)

Reporting Year: 2017-18

% Completed: 0

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

Reporting Year: 2018-19

% Completed: 50

Replacement lenses for our Nikon FM10 cameras.his
equipment will support all students working in

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>Supported (Justification of Need): 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.</p> <p>Lead: Jason Perez, Chris Benoe</p> <p>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.</p> <p>Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.</p> <p>Planning Unit Priority: High</p> <p>Documentation Attached?: No</p> <p>One-Time Funding Requested (if applicable): 700</p> <p>Related Documents: camera survey.png</p> <p>Request - Full Funding Requested - Purchase Equipment: Canon EOS C100 Kit (2)</p> <p>Describe Plans & Activities</p> <p>Supported (Justification of Need): Video Camera Kits. We need additional video camera kits to support our new video curriculum. This equipment will support all students working in video. Experience with this equipment will</p>	<p>photography. Experience with this equipment will prepare our students to be more employable. (05/13/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 0</p> <p>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)</p> <hr/> <p>Reporting Year: 2018-19 % Completed: 50</p> <p>In progress - Video Camera Kits. We need additional video camera kits to support our new video curriculum. This equipment will support all students working in video. Experience with this equipment will prepare our students to be more employable. (05/13/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 50</p> <p>We purchased two Sony Alpha A7R II Digital Camera kits</p>

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p>prepare our students to be more employable.</p> <p>Lead: Jason Perez, Chris Benos</p> <p>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</p> <p>Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.</p> <p>Planning Unit Priority: High</p> <p>Documentation Attached?: No</p> <p>One-Time Funding Requested (if applicable): 8900</p> <p>Request - Full Funding Requested - Purchase Equipment: Sager Notebook Laptops (4)</p> <p>Describe Plans & Activities Supported (Justification of Need): PC Sager laptops to run the mapping software Pix4D for the Drone classes. This equipment will support all students working with drones. Experience with this equipment will prepare our students to be more employable.</p> <p>Lead: Jason Perez</p> <p>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</p>	<p>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)</p> <p>Related Documents: PIE Resources Survey ResultsApril2018.pdf</p> <hr/> <p>Reporting Year: 2018-19 % Completed: 50 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. (05/13/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 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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educational goals.
Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium
Documentation Attached?: No
One-Time Funding Requested (if applicable): 13000

Request - Full Funding Requested -
 Purchase Equipment: Setti Reflector 28" White.

Describe Plans & Activities Supported (Justification of Need):
 Equipment: Setti Reflector: \$ 609.00. Experience with this equipment will better prepare our students for successful employment in our industry

Lead: Jason Perez
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.

Planning Unit Priority: Medium
Documentation Attached?: No
One-Time Funding Requested (if applicable): 609

Request - Full Funding Requested -
 Purchase Equipment: Pocket Wizards.

Describe Plans & Activities Supported (Justification of Need):

Reporting Year: 2018-19
% Completed: 50
 *** see lighting modifiers ***
 Equipment: Setti Reflector: \$ 609.00. Experience with this equipment will better prepare our students for successful employment in our industry (05/13/2019)

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

Reporting Year: 2018-19
% Completed: 50
 Pocket Wizards.This equipment will support all students working in photography. Experience with this equipment will prepare our students to be more employable.

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p>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>Lead: Jason Perez, Chris Benoe</p> <p>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.</p> <p>Planning Unit Priority: Medium</p> <p>Documentation Attached?: No</p> <p>One-Time Funding Requested (if applicable): 700</p> <p>Request - Full Funding Requested - Facilities Modification: Drone Instructional Workroom/Move Advanced Darkroom.</p> <p>Describe Plans & Activities Supported (Justification of Need): 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>(Active)</p>	<p>(05/13/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 0 This item was not purchased. We still need this item. (05/01/2018)</p> <hr/> <p>Reporting Year: 2018-19 % Completed: 50 Future Goals - still in planning - 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 (05/13/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 0 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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Lead: Jason Perez, Chris Benoe
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.

Planning Unit Priority: High
Request - Full Funding Requested - Purchase Equipment: Kessler Slider with Second Shooter.

Describe Plans & Activities Supported (Justification of Need): Equipment: Kessler Second Shooter: Experience with this equipment will better prepare our students for successful employment in our industry and video.

Lead: Jason Perez
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.

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium
Documentation Attached?: No
One-Time Funding Requested (if applicable): 3600

Request - Full Funding Requested - Purchase Equipment: Two DJI

Reporting Year: 2018-19
% Completed: 50
 not purchased - demand for new tech & tools requires further purchases (05/13/2019)

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

Reporting Year: 2018-19
% Completed: 75

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p>Phantom 4 Pro+ Quadcopter Kits</p> <p>Describe Plans & Activities Supported (Justification of Need): 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.</p> <p>Lead: Jason Perez</p> <p>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.</p> <p>Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.</p> <p>Planning Unit Priority: High</p> <p>Documentation Attached?: No</p> <p>One-Time Funding Requested (if applicable): 6600</p>	<p>See attached document for purchases - we purchased 4 Phantoms (05/13/2019)</p> <p>Related Documents: PIE Equipment Review.pdf drone equipment.png</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 0 This item was not purchased. we still need this item (05/01/2018)</p>
	<p>Request - Full Funding Requested - Purchase Equipment: Marshall Electric Portable Monitort.</p> <p>Describe Plans & Activities Supported (Justification of Need): Equipment: Marshall Monitor. his equipment meets professional standards and prepares our students to be more employable in our industry.</p>	<p>Reporting Year: 2018-19 % Completed: 50 Still in planning (05/13/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 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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Lead: Jason Perez
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.

Planning Unit Priority: Medium
Documentation Attached?: No
One-Time Funding Requested (if applicable): 1095

Request - Full Funding Requested -

Facilities: Expand Photo Studio:

Describe Plans & Activities

Supported (Justification of Need):

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

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.

Planning Unit Priority: High
Documentation Attached?: No

Reporting Year: 2018-19

% Completed: 50

Still in planning (05/13/2019)

Reporting Year: 2017-18

% Completed: 0

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

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
	<p>Supported (Justification of Need): \$20,000 supplies, chemicals, equipment. Lead: Laurie Hartman 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. Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500. Planning Unit Priority: High Documentation Attached?: No On-Going Funding Requested (if applicable): 20000</p> <p>Request - Full Funding Requested - Describe Plans & Activities Supported (Justification of Need): Experience with this professional level equipment will better prepare our students for successful employment in our industry. Lead: Jason Perez and Chris Benoe Planning Unit Priority: Medium One-Time Funding Requested (if applicable): 17498.1</p>	<p>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)</p> <p>Reporting Year: 2018-19 % Completed: 50 Purchased in 17/18 - Growth & Equity requires additional requests (05/13/2019)</p>
	<p>Request - Full Funding Requested - Describe Plans & Activities Supported (Justification of Need): LED Travel Light Kits (Filex). Two AT \$2,995, one at \$3,395</p>	<p>Reporting Year: 2018-19 % Completed: 50 Not purchased (05/13/2019)</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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Supported (Justification of Need):

Experience with this professional level equipment will help prepare our students for successful employment in our industry

Lead: Jason Perez and Chris Benoe

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.

Planning Unit Priority: Medium

One-Time Funding Requested (if applicable): 10276.58

Request - Full Funding Requested -

Studio Superbooms (two)

Describe Plans & Activities

Supported (Justification of Need):

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

Planning Unit Priority: Low

One-Time Funding Requested (if applicable): 2216.48

Reporting Year: 2018-19

% Completed: 50

Not purchased (05/13/2019)

Request - Full Funding Requested -

Tether Tools Studio Kit

Describe Plans & Activities

Supported (Justification of Need):

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

Reporting Year: 2018-19

% Completed: 50

Not purchased (05/13/2019)

<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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for successful employment in our industry.
Lead: Jason Perez and Chris beoe
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.

Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 1178.55

Request - Full Funding Requested - Yongnuo Speedlight Kits (Four)

Describe Plans & Activities Supported (Justification of Need): 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
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.

Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 427.49

Request - Full Funding Requested - Striplight Softbox with Speedring

Describe Plans & Activities Supported (Justification of Need): Experience with this equipment will better prepare our students for

Reporting Year: 2018-19
% Completed: 50
 purchased - (6) Yongnuo Speedlite and flash trigger kit for use on location and in studio by all students. A smaller and easier to travel with light that offers a variety of lighting options.
 All advanced classes, particularly Photo 18 (05/13/2019)

Reporting Year: 2018-19
% Completed: 50
 Not purchased (05/13/2019)

Unit Goals

Resources Needed

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

successful employment in our industry. This equipment is used across several courses

Lead: Jason Perez and Chris Benoe

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.

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 957.02

Request - Full Funding Requested -
Speedotron Location Travel Kits. (2)
Describe Plans & Activities

Supported (Justification of Need):
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

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

Planning Unit Priority: High
Documentation Attached?: Yes
One-Time Funding Requested (if applicable): 8092.05

Related Documents:

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

Request - Full Funding Requested -
Speedotron Studio Strobe
Powerpacks. Six @ \$2075.00

Reporting Year: 2018-19

% Completed: 50

Purchased - Speedotron 1005cx Powerpack
For use with currently owned 202 Speedotron heads to create a travel kit for advanced student use.
Advanced students; specifically students who use equipment on location
(05/13/2019)

Unit Goals

Resources Needed

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

Describe Plans & Activities

Supported (Justification of Need):

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

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.

Planning Unit Priority: High

One-Time Funding Requested (if

applicable): 12450

Related Documents:

[Speedotron | Black Line 2403CX LV](#)

[Power Supply | 11260.pdf](#)

Request - Full Funding Requested -

Kino Flow Light Kits . Four @

\$2698.95

Describe Plans & Activities

Supported (Justification of Need):

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

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

Reporting Year: 2018-19

% Completed: 50

Not purchased (05/13/2019)

<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.

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 11821.4

Request - Full Funding Requested - Arri Tungsten Light Kit

Describe Plans & Activities Supported (Justification of Need):

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
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.

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 22831.3

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

Describe Plans & Activities Supported (Justification of Need):

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

Reporting Year: 2018-19
% Completed: 50
 Not purchased (05/13/2019)

Reporting Year: 2018-19
% Completed: 50
 not purchased (05/13/2019)

<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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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

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 12587.03

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

Describe Plans & Activities Supported (Justification of Need):

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

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.

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 1421.31

Request - Full Funding Requested -
 360 Camera and Accessories

Describe Plans & Activities Supported (Justification of Need):

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

Reporting Year: 2018-19
% Completed: 50
 not purchased (05/13/2019)

Reporting Year: 2018-19
% Completed: 50
 Not Purchased (05/13/2019)

<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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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.
Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 4523.53

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

Describe Plans & Activities Supported (Justification of Need): 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
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.
Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 4190.33

Request - Full Funding Requested - DJI Matrice 600 Pro Kit (one)
Describe Plans & Activities Supported (Justification of Need): This equipment will support new programs. Experience with this equipment will better prepare our students for successful employment in our industry.

Reporting Year: 2018-19
% Completed: 50
 Not purchased (05/13/2019)

Reporting Year: 2018-19
% Completed: 50
 Did not purchase (05/13/2019)

<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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Lead: Jason Perez and Chris Benoe
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.
Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 47777.27

Request - Full Funding Requested - Leica BLK 360 System Package .
Describe Plans & Activities Supported (Justification of Need):
 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
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.
Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 20257.5

Request - Full Funding Requested - Portable Generators (2)
Describe Plans & Activities Supported (Justification of Need):
 This equipment will support program growth and new programs. It will support staff, students and

Reporting Year: 2018-19
% Completed: 50
 Did not purchase (05/13/2019)

Reporting Year: 2018-19
% Completed: 50
 Purchased (1)- Honda Generator
 For use by the drone classes on location, primarily to charge batteries and process footage after flight.
 All Drone classes
 Home Depot

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>equipment during on-location shoots. Experience with this equipment will better prepare students for successful employment in our industry</p> <p>Lead: Jason Perez and Chris Benoe</p> <p>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.</p> <p>Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.</p> <p>Planning Unit Priority: High</p> <p>Documentation Attached?: Yes</p> <p>One-Time Funding Requested (if applicable): 2500</p> <p>Related Documents: Honda Generator.pdf</p> <p>Request - Full Funding Requested - Describe Plans & Activities Supported (Justification of Need): Flixel Business Software. Price/year</p> <p>This software will be used in several classes. Experience with this software will better prepare our students for successful self employment in our industry</p> <p>Lead: Jason Perez and Chris Benoe</p> <p>What would success look like and how would you measure it?: At least 50% of students surveyed will</p>	<p>(05/13/2019)</p> <p>Reporting Year: 2018-19</p> <p>% Completed: 50</p> <p>Not purchased (05/13/2019)</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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indicate this item was very helpful or somewhat helpful in supporting their educational goals.

Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 299.99

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

Describe Plans & Activities Supported (Justification of Need):

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
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.

Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 499.95

Request - Full Funding Requested - Capture One Software. price/seat \$105 x 5 seats

Describe Plans & Activities Supported (Justification of Need):

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

Reporting Year: 2018-19
% Completed: 50
 not purchased (05/13/2019)

Reporting Year: 2018-19
% Completed: 100
 Capture One Pro 12 (10 seats)
 An industry standard tethering and editing software. Students will learn to use in Photo 11B. This request was for additional seats and an update to currently licensed software.
 Advanced students; particularly Photo 11B Digital Transitions (05/13/2019)

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

Planning Unit Priority: High
Documentation Attached?: Yes
One-Time Funding Requested (if applicable): 571.17

Related Documents:
[CaptureOne Perkins 17:18.pdf](#)

Request - Full Funding Requested - Describe Plans & Activities Supported (Justification of Need):

Marketing Materials (CEA)
 Brochures and promotional materials to support our in-reach and outreach efforts to increase enrollments in existing and new programs.

Lead: Jason Perez, Chris Benoe, and Terah Williams

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.

Type of Request: MARKETING:
 Requests for services in the areas of graphic design, news, and photography, posting information, communication and social media.

Planning Unit Priority: High
Documentation Attached?: No
One-Time Funding Requested (if applicable): 2500

Request - Full Funding Requested - Describe Plans & Activities

Reporting Year: 2018-19
% Completed: 50
 not funded - will revisit request 19/20 (05/13/2019)

Reporting Year: 2018-19
% Completed: 50
 did not purchase - will remove from requests (05/13/2019)

<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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Supported (Justification of Need):

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

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.

Type of Request: FACILITIES: This section includes minor building improvement projects and alterations to specific rooms or operational areas.

Planning Unit Priority: Low

One-Time Funding Requested (if applicable): 1000

Request - Full Funding Requested - Describe Plans & Activities
Workstations, furniture, fixtures, etc. for Drone Instructional Workroom

Reporting Year: 2018-19

% Completed: 50
not funded - In process -will revisit in 19/20 (05/13/2019)

Supported (Justification of Need):

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

What would success look like and how would you measure it?: At least 50% of students surveyed will

Unit Goals

Resources Needed

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

indicate this activity was very helpful or somewhat helpful in supporting their educational goals

Type of Request: FACILITIES: This section includes minor building improvement projects and alterations to specific rooms or operational areas.

Planning Unit Priority: High
Documentation Attached?: No

Request - Full Funding Requested -
Conference attendance: Spar 3D Expo and Conference

Describe Plans & Activities Supported (Justification of Need):
Funding for staff attendance and registration at 3D Conference in Anaheim, CA.

Lead: Jason Perez and Chris Benoe
Type of Request: PROFESSIONAL & ORGANIZATION DEVELOPMENT (POD): Requests that provide professional learning opportunities for Mt. SAC employees.

Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 600

Request - Full Funding Requested -
Lidar Conference Registration

Describe Plans & Activities Supported (Justification of Need):
Funding for staff registration, travel and lodging to attend Lidar Conference. This conference is integral in the mapping and photogrammetry fields, related to the Drone program. Support is necessary to keep staff up to date on current trends, technology and advancements in a quickly changing

Unit Goals

Resources Needed

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

field.

Lead: Jason Perez and Chris Benoe

Type of Request: PROFESSIONAL & ORGANIZATION DEVELOPMENT (POD): Requests that provide professional learning opportunities for Mt. SAC employees.

Planning Unit Priority: Medium

On-Going Funding Requested (if applicable): 2000

Request - Full Funding Requested - Equipment Purchase: (2) DJI Mavic Pro 2 Bundle

Describe Plans & Activities

Supported (Justification of Need): Used in the Drone classes, these drone kits along with those currently used by the Drone Program would give students a more varied flying experience. This equipment meets professional standards and prepares our students for successful employment in our industry in drones.

Lead: Jason Perez

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium

One-Time Funding Requested (if applicable): 4950

Request - Full Funding Requested - Matterport Pro2 3D Camera (MC 250) with Matterport Business Plan

Describe Plans & Activities

Supported (Justification of Need):

Funding requested for a 3D mapping and photogrammetry camera, to be used in conjunction with drones. Will be used with data captured in drone flight to create accurate 3D models. This equipment meets professional standards and prepares our students for successful employment in our industry in drones.

Lead: Jason Perez

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT):

Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium

One-Time Funding Requested (if applicable): 3650

Request - Full Funding Requested -
DJI Flir Thermal Lenses

Describe Plans & Activities

Supported (Justification of Need):

Funding requested to purchase lenses necessary to teach the Photo 56, the thermal imaging drone class. Without this equipment, students would not be able to complete the course in a way that would adequately prepare them for a career in this field.

Lead: Jason Perez

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT):

Unit Goals

Resources Needed

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

Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 38400

Request - Full Funding Requested -

(5) Medium Format Film Cameras

Describe Plans & Activities

Supported (Justification of Need):

Funding requested to support the Intermediate Photography classes. This class is often a prerequisite for the advanced classes and requires equipment that supports a foundational skill. The medium format film cameras are used by all students but as the currently owned cameras age and degrade, replacement cameras are required.

Lead: Jason Perez and Chris Benoe

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT):

Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: High
On-Going Funding Requested (if applicable): 13000

Request - Full Funding Requested -

(2) Canon 60" Imag Prograf Pro

Printer

Describe Plans & Activities

Unit Goals

Resources Needed

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

Supported (Justification of Need):

Funding requested to support the printing and output of student work. Will be used by students to submit projects, staff to present student work, create marketing and promotional materials for use around campus and for outreach events.

Lead: Jason Perez and Chris Benoe

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT):

Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium

One-Time Funding Requested (if applicable): 24640

Request - Full Funding Requested -

Sigma Canon Mount Art Lens Bundle

Describe Plans & Activities

Supported (Justification of Need):

Lenses to be used in all advanced photography classes. This equipment meets professional standards and prepares our students for successful employment in our industry in drones.

Lead: Chris Benoe

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT):

Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning

Unit Goals

Resources Needed

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

materials in an instructional program, equal or over \$500.

Planning Unit Priority: Low

One-Time Funding Requested (if applicable): 25630

Request - Full Funding Requested -

DSLR Camera Kits such as Canon 5D MIV , Canon T5, Canon T6, Canon T7i, etc

Describe Plans & Activities

Supported (Justification of Need):

Funding requested to further support our students. This is a foundational equipment in our industry and necessary for student success. This equipment meets professional standards and prepares our students for successful employment in our industry in drones.

Lead: Chris Benoe and Terah Williams

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT):

Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium

One-Time Funding Requested (if applicable): 25000

Request - Full Funding Requested -

(4) Hi HI Overhead Roller Stands

Describe Plans & Activities

Supported (Justification of Need):

Funding requested for grip equipment necessary for full use of

Unit Goals

Resources Needed

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

lighting equipment already owned. This would allow larger and more intricate sets in studio and on location. Similarly, this equipment would be used on sets that students should expect to work on. This equipment meets professional standards and prepares our students for successful employment in our industry.

Lead: Chris Benoe and Terah Williams

Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than \$500.

Planning Unit Priority: Medium

One-Time Funding Requested (if applicable): 1640

Request - Full Funding Requested -
(3) Macbook Pro 15" Apple Laptops

Describe Plans & Activities

Supported (Justification of Need):

Funding requested for laptops necessary to support students shooting in class and lab time, both in studio and on location. As the Photography program grows, our current laptops cannot support the amount of students who shoot in studio and on location at one time. This equipment meets professional standards and prepares our students for successful employment in our industry.

Lead: Chris Benoe and Terah Williams

Type of Request: INSTRUCTIONAL

<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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SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 10135
Request - Full Funding Requested - Studio Grip Essentials
Describe Plans & Activities Supported (Justification of Need): Funding requested for the ongoing requirements of supporting full studio and location shoots. This includes C-stands, sandbags, superclmaps, scrims and flags, extra large diffusion panels, etc. This equipment meets professional standards and prepares our students for successful employment in our industry.
Lead: Chris Benoe and Terah Williams
Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than \$500.
Planning Unit Priority: Medium
One-Time Funding Requested (if applicable): 3000

Outreach - Increase enrollments and awareness through marketing, promotion and outreach to high	Request - Full Funding Requested - Dual Enrollment : PHOT 9. Staffing: Adjunct Instrutor, computer lab,	Reporting Year: 2017-18 % Completed: 25 we still would like to offer PHOT 9 to high school students
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<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
<p>schools and the local community</p> <p>Status: Active</p> <p>Goal Year(s): 2017-18, 2018-19</p> <p>Date Goal Entered (Optional): 09/01/2016</p>	<p>software</p> <p>Describe Plans & Activities Supported (Justification of Need): 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.</p> <p>Lead: Laurie Hartman,</p> <p>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.</p> <p>Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.</p> <p>Planning Unit Priority: Medium</p> <p>Documentation Attached?: No</p> <p>In Progress - Outreach: Articulation. We plan to continue articulating with our local high schools to create awareness of our program and facilities.</p>	<p>and have suggested this to our Deans. It is unclear what the "next step" is for us. (04/29/2018)</p> <p>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)</p>
	<p>Describe Plans & Activities Supported (Justification of Need): Staffing</p> <p>Lead: Jason Perez</p> <p>What would success look like and how would you measure it?: At least 10 high school students successfully</p>	<p>Reporting Year: 2016-17 % Completed: 100 In the 2016-17 academic year, 5 schools participated in the articulation process with 41 students successfully earning units for PHOT 10. This is an ongoing initiative. (06/28/2017)</p> <p>: Criteria Met: 41 students from 5 local high schools successfully completed the articulation process and earned credit for PHOT 10. We plan to continue this activity next year. (06/28/2017)</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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completing articulation process .
Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium
Documentation Attached?: No

In Progress - Outreach: 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 18/19 - ongoing

Reporting Year: 2017-18
% Completed: 50
 We plan to continue this successful activity. (04/29/2018)

Describe Plans & Activities Supported (Justification of Need):

Staffing
Lead: Jason Perez
What would success look like and how would you measure it?: At least 5 students that participate in the darkroom experience will successfully complete the articulation process

Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING (INSTRUCTIONAL EQUIPMENT): Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over \$500.

Planning Unit Priority: Medium
Documentation Attached?: No

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>	
<p>Adequate Staffing - Provide adequate staffing that supports student success.</p> <p>Status: Active</p> <p>Goal Year(s): 2017-18, 2018-19</p> <p>Date Goal Entered (Optional): 09/01/2016</p>	<p>Request - Full Funding Requested - Counseling Liaison</p> <p>Describe Plans & Activities Supported (Justification of Need): Sara Mestas has partnered with us to support students in their educational planning. She is a vital resource as we meet the completion benchmarks for our existing and new programs. We are asking for continued funding for Sara's services.</p> <p>18/19 - currently working with Sara on educational planning with students</p> <p>Lead: Laurie Hartman</p> <p>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.</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: High</p>	<p>Reporting Year: 2018-19</p> <p>% Completed: 75</p> <p>We are working with Sara Mestas as our Counseling Liaison. Currently Sara visits our advanced classrooms at the beginning of the semester to update our students on completing their scholastic goals, and how to plot their needed courses. Sara demonstrates the process using their MTSAC Portal .</p> <p>We are working on better ways to reach out to students, learning some of the short comings this last semester of "open" hours - creating more opportunities for students to sign up to see Sara, not having Sara waiting for students to come. (05/06/2019)</p>	
		<p>Reporting Year: 2016-17</p> <p>% Completed: 100</p> <p>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>
	<p>Request - Full Funding Requested - Staffing: Additional LHE to support program growth and new programs</p> <p>Describe Plans & Activities Supported (Justification of Need): 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</p>	<p>Reporting Year: 2018-19</p> <p>% Completed: 50</p> <p>In process, continued pursuit in 19/20 (05/13/2019)</p>	
		<p>Reporting Year: 2017-18</p> <p>% Completed: 75</p> <p>We have secured additional LHE for program growth. We anticipated additional LHE will be needed for future growth. (04/29/2018)</p>	
		<p>Reporting Year: 2016-17</p> <p>% Completed: 50</p> <p>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</p>	

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	<p>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.</p> <p>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</p> <p>Planning Unit Priority: High</p> <p>Request - Full Funding Requested - Staffing: full-time faculty. Column 2, Step 1= \$70,217</p> <p>Describe Plans & Activities Supported (Justification of Need): Staffing: Full-time Faculty. :Photography Professor (growth position).</p> <p>5/9/2019 - As of this date approval of full-time hire in process. Committee has been selected for hiring during summer 2019</p> <p>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</p>	<p>future. (06/28/2017)</p> <p>Reporting Year: 2018-19 % Completed: 25 Not Funded - We will be requesting a full time faculty member again next year (19/20) (05/06/2019)</p> <hr/> <p>Reporting Year: 2017-18 % Completed: 0 THis item was not funded. This is still a need in our program, so we will be requesting this again. (04/29/2018)</p>

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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 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

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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 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

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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 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).

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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.

Lead: Laurie Hartman, Jason Perez, Chris Benoe

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.

Type of Request: STAFFING: Requests for permanent employee positions or

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temporary/hourly employees.

Planning Unit Priority: High
Documentation Attached?: No
On-Going Funding Requested (if applicable): 70217

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

Describe Plans & Activities Supported (Justification of Need):
 Full-time drone equipment manager
 Assembling 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/maintaining/supporting the equipment during all drone instruction (on and off site).
 18/19 - Spring 2019 first drone courses, became very obvious a full-time drone technician will be needed. Currently we have increased our Perkins student worker budget by 18K in order to have enough support.

Lead: Jason Perez, Chris Benoe, Laurie Hartman

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.

Type of Request: STAFFING: Requests

Reporting Year: 2018-19
% Completed: 25
 In process , new requests next year (05/13/2019)

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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for permanent employee positions or temporary/hourly employees.

Planning Unit Priority: High
Documentation Attached?: Yes
On-Going Funding Requested (if applicable): 49897

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

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

Describe Plans & Activities Supported (Justification of Need):
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 re-classified and compensated to reflect the increased responsibilities of this position.

18/19 continuing the process

Lead: Chris Benoe, Jason Perez,

Reporting Year: 2018-19

% Completed: 25

This has not been completed. We are still moving forward with this process. We hope to complete this reassignment next year. (05/06/2019)

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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Laurie Hartman

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.

Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.

Planning Unit Priority: High
Documentation Attached?: No

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

Describe Plans & Activities Supported (Justification of Need): 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

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

Reporting Year: 2018-19

% Completed: 50
applied for additional reassigned time , results not confirmed. (05/13/2019)

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)

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educational goals.
Type of Request: OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/ consultant, rent/ leases, repairs/ maintenance, and other misc. services. May also include request for travel and conference that does not require the assistance of POD.
Planning Unit Priority: High
Documentation Attached?: No
On-Going Funding Requested (if applicable): 17280
Request - Full Funding Requested - Staffing: Administrative Assistant. Admin Specialist III, Range 81
Describe Plans & Activities Supported (Justification of Need): 18/19 - Ongoing: 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
Lead: Laurie Hartman, Jason Perez, Chris Benoe
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.
Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.
Planning Unit Priority: High
Documentation Attached?: Yes
On-Going Funding Requested (if

Reporting Year: 2018-19
% Completed: 25
revisit in 19/20 (05/13/2019)

Reporting Year: 2018-19
% Completed: 100
Increase in requests to aid Drone program needs - 3 Student Assistants Level III - \$12.50/hour, 19 hours/week, 19 weeks= \$ 13,537.50 (16 weeks in Fall and 3 weeks in Summer) x 1.59%(2152.25) = 13,752.75 PLUS \$13.50/hour, 19 hours/week x 19 weeks (3 weeks in Winter and 16 weeks in Spring) = 14,620.50 x 1.59% (323.45) = 14,852.46

Perkins approved \$28,605 (05/13/2019)

Reporting Year: 2017-18
% Completed: 0
This has not been funded. It remains a high priority for our program (04/29/2018)

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applicable): 50889.92

Related Documents:

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

Request - Full Funding Requested -

Student Tutors:

17/19 - 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

18/19 - Perkins request ranked #1

Granted - \$28,605

student worker funding. An increase in funding was requested to supplement support in drone program

3 Student Assistants Level III - \$12.50/hour, 19 hours/week, 19 weeks= \$ 13,537.50 (16 weeks in Fall and 3 weeks in Summer) x 1.59%(2152.25) = 13,752.75 PLUS \$13.50/hour, 19 hours/week x 19 weeks (3 weeks in Winter and 16 weeks in Spring) = 14,620.50 x 1.59% (323.45) = 14,852.46

Describe Plans & Activities

Supported (Justification of Need):

Student tutors are an essential part of supporting our students.

Lead: Laurie Hartman, Chris Benoe, Terah Williams

What would success look like and how would you measure it?: Increase in funding for student workers

Type of Request: STAFFING: Requests for permanent employee positions or

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temporary/hourly employees.

Planning Unit Priority: High
One-Time Funding Requested (if applicable): 28605

Request - Full Funding Requested -
Professional Expert Level III
Technical Expert for Drone Program

Describe Plans & Activities Supported (Justification of Need):

Technical Expert to work with the Drone classes and bring additional expertise to students. Will assist with the class lab time and work students in a group setting on proper flying technique, drone safety, and production issues.

Lead: Jason Perez

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

Students would get the experience and perspective of another actively shooting commercial drone pilot.

Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.

Planning Unit Priority: Medium
On-Going Funding Requested (if applicable): 6840

Request - Full Funding Requested -
Lab Technician 10 month to 12 month

Describe Plans & Activities Supported (Justification of Need):

Funding requested to support the nighttime Photography Lab Technician changing from a 10 month to a 12 month employee in order to more fully support the classes offered during Summer and Winter. Classes continue to need Lab

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Tech support at night where previously no classes were offered. This would offer better coverage in the Issue Room, more fully meet students needs during the night classes, and create a better consistency in Lab Tech hours.

Lead: Chris Benoe and Terah Williams

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

Instructors and Students in classes during the Summer and Winter sessions will be better supported in the Issue Room and in class lab times.

Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.

Planning Unit Priority: High

On-Going Funding Requested (if applicable): 9535.3