

1. Assessment Plan - Four Column



PIE - Arts: Audio Arts

Narrative Reporting Year

2018-19

Contact Person: Nathan Tharp

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Program Planning Dialog: We successfully launched the Audio Arts program.

External Conditions, Trends, or Impacts: The industry continues to evolved rapidly and latest developments will need to be integrated into our curriculum.

Internal Conditions, Trends, or Impacts : We currently have no funding for program coordinator activities which will severely impact the program. Activities that we do not have funding to address include: coordinating operations with staff, researching and procuring equipment, managing budgets and grants, faculty training and development, internships, student club, events and collaborations, recruitment and outreach, students academic guidance, articulations, and industry relations.

Critical Decisions Made by Unit: We hired faculty and determined the sections that were held, their times, and their locations.

Notable Achievements for Theme A: To Advance Academic Excellence and Student Achievement: We launched our Audio Arts program in the Fall of 2018 and have offered 13 sections during Fall, Winter and Spring of 2018-19. One-hundred-seventy-nine students enrolled 290 times in these classes resulting in a 98% fill rate. Our enrollments increased from spring to fall from 132 to 141 We predict that enrollment in the program will increase and have plans to offer additional sections in 2019-20.

Notable Achievements for Theme B: To Support Student Access and Success: We retained two student employees throughout the 2018-19 who were instrumental in provide access and support to student learning. We also maintained our SONA student music club. 17 students have completed three semesters worth of Audio Arts courses and are anticipated to graduate next year.

Notable Achievements for Theme C: Secure Human, Technological, & Financial Resources: We hired the Audio Arts lab technician and secured funding for 2019-20 student tutors. We procured and implemented >\$100,000 worth of equipment and software. We opened the Audio Zone in building 13.

Notable Achievements for Theme D: To Foster an Atmosphere of Cooperation and Collaboration: Audio Arts was one of three departments to lead and participate in the Culturama Weekend of the Arts festival. We held the April AES: Los Angeles Chapter meeting and Audio Arts Advisory Committee meeting. Our SONA student club participated in >10 events on campus with other departments and student clubs. We completed several recordings of the Mt SAC Jazz Band.

Contributors to the Report: Nathan Tharp

<i>Unit Goals</i>	<i>Resources Needed</i>	<i>Where We Make an Impact: Closing the Loop on Goals and Plans</i>
Excellence in teaching and learning - Expand and support innovation in teaching and learning. Status: Active Goal Year(s): 2018-19, 2019-20,	Request - Full Funding Requested - Audio Arts Program Coordinator Describe Plans & Activities Supported (Justification of Need): We badly need funding to support	

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<p>2020-21</p> <p>Date Goal Entered (Optional): 05/01/2018</p>	<p>the administrative work of coordinating and overseeing the Audio Arts program. We are requesting 9 annual LHE. The documented workload in 2018-19 will be 496 hours. This year, 3 LHE, or 128 hours, were granted via SWP. This left a balance of 368 unreimbursed hours or 8.6 LHE. These hours were in excess of the expected service to the college. In addition to this overage, numerous program activities have been placed on hold including: articulation, recruitment, work-based learning, professional development, inter-departmental collaborations, and communications.</p> <p>We launched our Audio Arts program in the Fall of 2018 and have offered 13 sections so far. One-hundred-seventy-nine students enrolled in these classes 273 times resulting in a 98% fill rate and 55.54 FTES, or \$206,998 in revenue. We are especially pleased with these numbers as they include retaining students through a three-semester pathway. Additionally, we attained these levels of enrollment without any recruitment or the program being published in the campus catalog. Based on these factors, we predict that the program will expand next year.</p> <p>Our SWP funds have expired and currently no funds have been allocated for Audio Arts coordination</p>	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>for 2019-20. This leaves the program at significant risk. In March 2019, we submitted an application for 6 LHE for Special Assignments Reassign time (see attached). It is not known if any of these hours will be awarded.</p> <p>We are requesting 9 LHE because it aligns with similar coordinator positions in the division such as Radio. It will account for a significant portion of the 496 hours, or 11.6 LHE, of program coordination projected for 2019-20. This projection anticipates that start up activities, such as faculty recruitment and hiring and class scheduling will be replaced by ongoing activities such as articulation, recruitment, work-based learning, inter-departmental collaborations, and communications.</p> <p>Lead: Nathan Tharp</p> <p>What would success look like and how would you measure it?: The Audio Arts program is operational and able to achieve its program goals.</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: High</p> <p>One-Time Funding Requested (if applicable): 12000</p> <p>On-Going Funding Requested (if applicable): 12000</p> <p>Related Documents:</p> <p>Reassigned Time Audio Arts-revised (1).docx</p> <p>Request - No Funding Requested -</p>	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>Audio Arts Lab Technician</p> <p>Describe Plans & Activities Supported (Justification of Need):</p> <p>We are requesting a part-time Lab Technician to support the Audio Arts program. This position has been funded for 2019-20 by the SWP grant. We are requested ongoing funding for future years. This positions is highly critical to the operations of the program. Under general supervision, the Lab Technician provides instructional and technical support services for students; prepares and sets up computer laboratory exercises, demonstrations, instructional materials, and supplies; assists students and faculty in the use and operation of computer equipment, peripherals, and materials related to the Audio Arts program.</p> <p>Lead: Nathan Tharp</p> <p>What would success look like and how would you measure it?: Our Audio Arts technology and facilities resources are secure, well-maintained, and available for use to our students and faculty both in and outside of class. In addition, students and faculty have access to support and training in using these resources.</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.</p> <p>Planning Unit Priority: High</p> <p>On-Going Funding Requested (if applicable): 30000</p> <p>Request - No Funding Requested -</p>	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>Student Tutors</p> <p>Describe Plans & Activities</p> <p>Supported (Justification of Need):</p> <p>We are requesting tutors to assist students in learning learn the complex combination of physical, analog, and digital skill required of audio workers. We believe that students will benefit from additional one-on-one and small group guidance. Current student have requested tutors. This is because the program is technically and conceptually complex,. Students must learn everything from the science of sound, to analog electrical circuits, to digital workstations and computer networking, to musical composition and performance. Few industries span the creative, performance, analog, and digital realms to the degree that audio does. We want to ensure we are helping students overcome any barriers to success in integrating these skills.</p> <p>We were awarded our full-funding request of ~\$18,000 from Perkins Funds for 2019-20. So no additional funding is requested for this year. We project this to be an ongoing need.</p> <p>Lead: Nathan Tharp</p> <p>What would success look like and how would you measure it?: We demonstrate a higher student success rate in our classes.</p> <p>Type of Request: STAFFING: Requests for permanent employee positions or</p>	

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	<p>temporary/hourly employees. Planning Unit Priority: High Documentation Attached?: No One-Time Funding Requested (if applicable): 0 On-Going Funding Requested (if applicable): 18000</p>	
<p>Provide resources - Procure and maintain necessary resources for supporting the program Status: Active Goal Year(s): 2018-19, 2019-20, 2020-21 Date Goal Entered (Optional): 05/01/2018</p>	<p>Request - Full Funding Requested - Instructional Equipment and Supplies Describe Plans & Activities Supported (Justification of Need): After exhausting our SWP funds and launching the Audio Arts program, we discovered one-off items that we need for our classes. These are instruction supplies and equipment. The itemization is attached and totals \$9200. Lead: Nathan Tharp What would success look like and how would you measure it?: Procuring the equipment and implementing it in instruction. 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): 9200 Related Documents: Audio Technology Inventory -</p>	

Unit Goals	Resources Needed	Where We Make an Impact: Closing the Loop on Goals and Plans
	<p>Purchase List-4.pdf</p> <p>Request - Partial Funding Requested</p> <p>- Electronic entry door locks</p> <p>Describe Plans & Activities</p> <p>Supported (Justification of Need): In order to facilitate student access to practice room, recording rooms, editing rooms, and critical listening spaces, we need to increase the number of rooms accessible by keycard entry. This will also allow us to manage student employee and part-time faculty access to needed resources. We have a lot of very expensive equipment in these rooms that we want to make available to students. Right now there are too many times when the rooms are either inaccessible or improperly secured. The 9 rooms that we've identified are: 13-1237, 2M-105, 2M-131, 2M-136, 2M-J, 2M-K, 2M-109a, 2M-109 and 2M-109 equipment closet.</p> <p>Our costs are based on estimates from Bill Asher. We can get stand alone keypad entry locks for \$500. The door locks that integrate with the 2M system are more expensive at \$1500 per door plus up to \$9,000 for wiring. This would be ~\$20,000 for all of the doors. Since this number is high, we have four levels of funding proposed below. This year are requesting \$3,000 for Level 2. If we cannot reach Level 2, we are requesting at least Level 1 funding so that we can locally manage access to our most critical spaces.</p>	

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Level 1: \$1000 for 13-1237 and 2M-131 stand alone locks at \$500 ea
Level 2: \$3000 Level 1 plus \$2000 for integrated lock on 2M-131
Level 3: \$14,000 Level 2 plus \$10,000 for integrated locks on 2M-136, 2M-J, 2M-K, 2M-109a
Level 4: \$19,000 Level 3 plus \$5,000 for integrated lock on 2M-109 and 2M-109 equipment closet.

Lead: Nathan Tharp

What would success look like and how would you measure it?: We would be able to effectively manage access to the spaces for students, student employees, faculty, and staff.

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

One-Time Funding Requested (if applicable): 3000

On-Going Funding Requested (if applicable): 0

Request - Full Funding Requested -
iMacs for 13-2425

Describe Plans & Activities

Supported (Justification of Need):

The iMacs in 13-2425 are a 2013 model. They are no longer handling the processor intensive applications we use in Audio Arts well. They are beginning to affect instruction because we must wait for processes to load and run in class. These machine will need to be replaced in

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the next 1-2 years.

26 units x \$2100 = \$54,600 tax and shipping included

Lead: Nathan Tharp

What would success look like and

how would you measure it?: We are able to operate Logic, Ableton Live, and Serum in the lab effectively.

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): 54600

Request - Full Funding Requested -

Celemony Melodyne Studio software

Describe Plans & Activities

Supported (Justification of Need):

Melodyne is the industry standard for vocal tuning. We thought that students could learn the skills of vocal tuning using the built-in tuning software in Logic Pro. However, the Logic tuner is simply not high enough quality for student to develop their ear and the proper techniques. We can't afford to outfit the entire lab, but we would like order 10 copies of the software to put into our open labs so students can complete assignments using this software outside of class.

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	<p>10 Melodyne seats at \$699 = \$7698 tax included</p> <p>Lead: Nathan Tharp</p> <p>What would success look like and how would you measure it?: Students are able to access, learn, and use Melodyne.</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>One-Time Funding Requested (if applicable): 7698</p> <p>Request - Full Funding Requested - Subscriptions to Dropbox, Soundcloud, and Masterclass</p> <p>Describe Plans & Activities Supported (Justification of Need): We use these services to manage, store, and backup our audio files used in classes. These are critical for managing our large number of files. Dropbox = \$108/year Sound cloud = \$60/year</p> <p>We use this service for in-class instruction in Audio Arts. Masterclass = \$180/year</p> <p>Lead: Nathan Tharp</p> <p>What would success look like and how would you measure it?: We are able to use these resources to manage our Audio Arts content and training.</p>	

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	<p>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.</p> <p>Planning Unit Priority: High</p> <p>Documentation Attached?: No</p> <p>One-Time Funding Requested (if applicable): 348</p> <p>On-Going Funding Requested (if applicable): 348</p>	
<p>Collaboration - To establish mutually beneficial collaborations with on-campus, off-campus, and industry partners. These collaborations should result in increased career and academic opportunities for future, current, and former students as well as our community members.</p> <p>Status: Active</p> <p>Goal Year(s): 2017-18, 2018-19, 2019-20, 2020-21</p> <p>Date Goal Entered (Optional): 05/15/2018</p>	<p>Request - Full Funding Requested - In-ear Wireless Monitors</p> <p>Describe Plans & Activities Supported (Justification of Need): In conjunction with our vocal performance groups, we want to purchase in-ear wireless monitors for performers. Understanding how to use this technology will immensely benefit our students as they pursue live-sound jobs. In addition, our vocal performance groups will benefit for their performances. 16 units x \$800 + rack mont hardware + power supply + tax and shipping = \$16000</p> <p>Lead: Nathan Tharp and Bill McIntosh</p> <p>What would success look like and how would you measure it?: Students are able to operate and use this equipment in creative and performance settings.</p> <p>Type of Request: INSTRUCTIONAL SUPPORT PROGRAM FUNDING</p>	

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(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): 16000

Related Documents:

[Shure-Wireless Personal Monitor System Set.pdf](#)