



# unit **PIE**

2014-15  
2015-16  
2016-17  
2017-18

## Planning for Institutional Effectiveness

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*NOTE: This PIE Form is optimized to be used in Acrobat or [Adobe Reader 10 or later](#).*



## Planning for Institutional Effectiveness

### Introduction

UNIT	Music	Current Year	YEAR 1	YEAR 2	YEAR 3
Contact Person	Tiffany Kuo	2014-15	2015-16	2016-17	2017-18
E-mail / Extension	tkuo14@mtsac.edu, X4332	<input checked="" type="checkbox"/> Summary	<input checked="" type="checkbox"/> Planning	<input checked="" type="checkbox"/> Planning	<input checked="" type="checkbox"/> Planning

Your Unit Program Review will be recorded on this form summarizing the current year and documenting planning for the next three-year cycle. **Please remember** that all outcomes assessment work should be recorded in TracDat (<http://tracdat.mtsac.edu/tracdat>) in order for your assessment work to best contribute to institutional reports. Outcomes assessment work may include courses, programs, direct and indirect services, organizational structure, structural elements, and institutional outcomes. Respond to only the outcomes categories or types that apply to your unit.

### Institutional Planning Framework

The college is unified through its demonstrated connection to the mission. Driven by the California Master Plan for Higher Education, revised by the President's Advisory Council, and approved by the Board of Trustees, it informs all planning and assessment.

#### Institutional Mission

***The mission of Mt. San Antonio College is to support students in achieving their full educational potential in an environment of academic excellence.***

#### Unit Mission

***To provide and to enhance musical knowledge and performance experiences while respecting the College's mission.***

## College Themes and Goals

College themes and goals allow the campus to focus on critical issues. Articulated by the President's Advisory Council and approved by the Board of Trustees, they guide institutional planning and assessment processes.

### **Theme A: To Advance Academic Excellence and Student Achievement**

- |                 |   |
|-----------------|---|
| College Goal #1 | The college will prepare students for success through the development and support of exemplary programs and services.   |
| College Goal #2 | The college will improve career/vocational training opportunities to help students maintain professional currency and achieve individual goals.   |
| College Goal #3 | The college will utilize student learning outcome and placement assessment data to guide planning, curriculum design, pedagogy, and/or decision-making at the department/unit and institutional levels. |

### **Theme B: To Support Student Access and Success**

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|-----------------|---|
| College Goal #4 | The college will increase access for students by strengthening recruitment opportunities for full participation in college programs and services. |
| College Goal #5 | Students entering credit programs of study will be ready for college level academic achievement.  |
| College Goal #6 | The college will ensure that curricular, articulation, and counseling efforts are aligned to maximize students' successful university transfer.   |

### **Theme C: To Secure Human, Technological, and Financial Resources to Enhance Learning and Student Achievement**

- |                  |   |
|------------------|---|
| College Goal #7  | The college will secure funding that supports exemplary programs and services.  |
| College Goal #8  | The college will utilize technology to improve operational efficiency and effectiveness and maintain state-of-the-art technology in instructional and support programs.     |
| College Goal #9  | The college will provide opportunities for increased diversity and equity for all across campus.  |
| College Goal #10 | The college will encourage and support participation in professional development to strengthen programs and services.   |
| College Goal #11 | The college will provide facilities and infrastructure that support exemplary programs and the health and safety of the campus community.                                   |
| College Goal #12 | The college will utilize existing resources and improve operational processes to maximize efficiency of existing resources and to maintain necessary services and programs. |

### **Theme D: To Foster an Atmosphere of Cooperation and Collaboration**

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|------------------|---|
| College Goal #13 | The college will improve the quality of its partnerships with business and industry, the community, and other educational institutions.                     |
| College Goal #14 | The college will improve effectiveness and consistency of dialogue between and among departments, committees, teams, and employee groups across the campus. |

# SectionOne

## Where We Are: A Summary and Analysis of the Current Year 2014-15

### I. Summary Context - Unit Goals for: Music

Identify up to ten (10) over arching goals that guided your Unit's work for the 2014-15 year (from your 2013-14 PIE form) in the following table and connect those goals to the College Themes. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	<u>College Theme</u>
Excellence in Performance	To strive for the highest professional quality in each performance.	A: Academic Excellence
Comprehensive Training	To improve continually the musical development of each student.	A: Academic Excellence
Academic Rigor	To advance students with solid musical knowledge in theory, musicianship, and history.	A: Academic Excellence
Well-rounded Education	To connect classroom learning and musical performance to musical life and further education outside of the College.	B: Access and Success
Classroom Efficiency	Maximizing classroom usage to meet students' demands by utilizing facilities efficiently.	C: Secure Resources
Technological Updates	To provide audio, visual, and all up-to-date technological resources for student access and achievement.	C: Secure Resources
Facilities Maintenance	To provide appropriate learning environment spaces.	C: Secure Resources
Curricular Effectiveness	Continue to communicate with music counselor and curriculum administrators to maintain curricular compliance and maximize student success.	B: Access and Success
Growth and Expansion	To research possibilities of growth and advancement for the department in servicing the needs of music majors.	B: Access and Success
Career Guidance	To educate and help plan future employment opportunities in the field of music.	D: Cooperation/Collaboration

## II. Notable Achievements for: Music

Enter your Unit's successes for the 2014-15 year in the table below. This provides opportunity for closing the loop on your Unit's activities completed this year. *Text boxes will expand as needed. Add rows (+), delete rows (X).*

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
High	Downbeat Magazine award for "Best Collegiate Vocal Jazz Group" in the United States, given to Singcopation, Spring 2015. Bruce Rogers, ensemble director.	Unit: Excellent Performance Quality
		A. Academic Excellence
High	Reno Jazz Festival's "2-year College Band" First Prize, to Mt SAC's Jazz Band, April 2015. Jeff Ellwood, ensemble director.	Unit: Excellent Performance Quality
		A. Academic Excellence
High	Reno Jazz Festival's "College Choir" First Prize, to Mt SAC's Frontline, April 2015. William McIntosh, ensemble director.	Unit: Excellent Performance Quality
		A. Academic Excellence
High	Monterey Jazz Festival Next Generation Competition, "College Vocal Ensemble Division" Third Place, to Mt SAC's Singcopation, March 2015. Bruce Rogers, ensemble director.	Unit: Excellent Performance Quality
		A. Academic Excellence
High	Faculty Inquiry Group project "Assessing a New Methodology for Individual Instruction in Music," December 2014-present (ongoing, to end in September 2015), involving 22 faculty members.	Unit: Comprehensive Musical Train
		D. Cooperation/Collaboration
Med	Coordination with Distance Learning to provide training on campus during Winter 2015 to faculty members to facilitate, precipitate, and engage in current and future online learning resources.	Unit: Growth and Expansion
		C. Secure Resources
High	Invitation to compete at the "Grand Prix of Nations" choral competition in Magdeburg, Germany. The ensembles, Chamber Singers and Singcopation, will compete along with 97 choirs from 27 countries in July 2015. Bruce Rogers, ensemble director.	Unit: Excellent Performance Quality
		D. Cooperation/Collaboration
Med	Singcopation members, Mt SAC students, Lia Marsh and Cassie Alura, received "outstanding soloist" awards from Downbeat Magazine. Spring 2015.	Unit: Excellence in Performance Qu
		A. Academic Excellence
Low	Mt SAC alumnus Avi Kaplan, former member of Chamber Singers and Singcopation, received a Grammy Award for outstanding pop arrangement as a member of Pentatonix. February 2015.	Unit: Excellence in Performance Qu
		D. Cooperation/Collaboration

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
High	A computer laboratory was reconfigured from a former classroom to provide up-to-date technological software and access for students.	Unit: Technological Updates
		C. Secure Resources
Med	Obtained up-to-date equipment (a digital scanner) to facilitate better efficiency of music sheet cataloging in the music library, and distribution to students.	Unit: Technological Updates
		C. Secure Resources
Med	Researched and re-organized the classroom scheduling of all general education music courses to improve classroom efficiency and meet the demands of current student schedules.	Unit: Classroom Schedule Efficiency
		C. Secure Resources
Med	Creation of a new honors course, Rock Music History, to meet student demands.	Unit: Academic Rigor
		B. Access and Success
High	Re-numbering of music major courses to align with four-year university courses.	Unit: Academic Rigor
		B. Access and Success
Low	Faculty personal accomplishments: Bruce Rogers served as an adjudicator on the jury for the "Eiteddfod Music Competition" in Llangollen, Wales; presented four Interest Session lectures at the "Maryland Music Educators Conference" in Baltimore, Maryland; was a clinician and adjudicator for the premier jazz competition at the Apollo Theater in Harlem; conducted the "Alabama 2-Year College Honor Choir," the "Texas All-State Men's Honor Choir" at the TMEA Convention; and the "Connecticut Mixed All-State Choir" at the Convention Center in Hartford, CT.	Unit: Well-rounded Musical Education
		D. Cooperation/Collaboration
Low	Faculty personal accomplishments: Jeff Ellwood performed and gave master classes throughout Costa Rica for International Sax Fest, March 2015.	Unit: Well-rounded Musical Education
		D. Cooperation/Collaboration
High	Master class series combined with Faculty Recital series. USC jazz pianist Alan Pasqua gave a lecture and performed with Mt SAC faculty members in the October 2014 Faculty Showcase concert. Retiring faculty member Steve Wilkerson and his jazz band also answered questions and spoke from the stage in the April 2015 Faculty Showcase concert.	Unit: Well-rounded Musical Education
		D. Cooperation/Collaboration
Med	Donation of a 9-foot Steinway was received. Restoration is planned for 2015-16.	Unit: Facilities Maintenance
		C. Secure Resources
High	Recruitment and guest clinicians for Wind Ensemble and Symphonic Band, under the leadership of Gregory Whitmore, included: Garden Grove HS, Keppel HS (Alhambra), Pomona HS, Rancho Mirage HS, La Puente HS, and many professional musicians from CSU Fullerton, Louisiana State University	Unit: Excellence in Performance Quality
		B. Access and Success

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
High	Chamber Singers, led by Bruce Rogers, was the winner of the Grand Prix of Nations, at the 2015 European Choir Games in Magdeburg, Germany, July, 2015.	Unit: Excellence in Performance
		B. Access and Success
High	Chamber Singers, led by Bruce Rogers, received the highest points in the "Chamber Choirs/Vocal Ensembles" category at the European Choir Games in Magdeburg, Germany, July 2015.	Unit: Excellence in Performance
		B. Access and Success
High	Chamber Singers, led by Bruce Rogers, received a Gold Medal for the category "Mixed, Female and Male Choirs" at the European Choir Games in Magdeburg, Germany, July 2015.	Unit: Excellence in Performance
		B. Access and Success
High	Singcopation, led by Bruce Rogers, received a Gold Medal in the category "Pop, Jazz, Gospel" at the European Choir Games in Magdeburg, Germany, July 2015.	Unit: Excellence in Performance
		B. Access and Success
High	Chamber Singers, led by Bruce Rogers, received a Gold Medal in the category "Folklore" at the European Choir Games in Magdeburg, Germany, July 2015.	Unit: Excellence in Performance
		B. Access and Success

### III. External/Internal Conditions, Trends, Impacts, Retention & Success, Critical Decisions and Outcomes Assessment

The following table is intended to track conditions that influence planning over a multi-year period beginning with the 2014-15 year. Please include data. The "Link to Data Sources and Support Options" button will open a Mt. SAC webpage that offers suggestions and links for possible data sources for your Unit. Text boxes will expand. *Add (+) rows, delete (X) rows as needed.*

Link to Data Sources and Support Options		
Year	<i>Add item</i> External Conditions, Trends, or Impacts	Data Sources
2014-15	AA-T degrees in music obtained by Mt SAC music students are not being recognized at three of the most popular Cal State schools (Long Beach, Fullerton, and Northridge) as part of the bachelor's degree in performance, and music education. This has caused confusion and hesitation among students to refrain from obtaining the AA-T degree in Music from Mt SAC.	On-going conversations with students, faculty members, Silver Calzada, and Jamaika Fowler.
Year	<i>Add item</i> Internal Conditions, Trends, or Impacts	Data Sources
2014-15	The number of full-time faculty members was decreased by two with the departure of a faculty member who served as the Chair and taught Rock Music History. Due to his absence and the higher demand for Rock Music History by students, the department has re-scheduled classes to meet the demands while maximizing current resources.	Music Department minutes
2014-15	Students have had less contact with the administrative assistant who typically assist them with practice room keys and questions. Many students were unable to practice in practice room facilities due to the assistant's absence in the music building.	Music Department minutes
2014-15	The demand for morning, afternoon and/or evening classes have changed from the 2013-14 to 2014-15 academic year. Scheduling changes were made in Spring 2015 to meet student demands while maximizing current resources.	Class schedule and capacity load study
2014-15	Growth is impacted by classroom availability.	Class schedule
Year	<i>Add item</i> Retention and Success Data	Data Sources
2014-15	Ten (10) music major students will transfer to a four-year university this fall. The four-year institutions include: Ball State, Cal Arts, CSUF, CSULB, CSUN, UCB, and UCLA.	Compiled by Dr. Robert Bowen at the department.
Year	<i>Add item</i> Critical Decisions	Data Sources
2014-15	Re-numbering of music major courses to align with four-year university systems.	Music Department minutes
2014-15	Remodeling of 1BC1 to accommodate the demand of morning general education classes.	Class schedule, and capacity load study
Year	<i>Add item</i> Progress on Outcomes Assessment	Data Sources
2014-15	PLOs were revised to reflect more accurately the objectives and goals of the department.	TracDAT
2014-15	SLOs were implemented and data received for several courses including: MUS 13, and 17.	TracDAT
2014-15	Mapping of outcomes. All full-time faculty members and several part-time faculty members assisted in creating a complete outcomes document for every course in Music.	Outcomes



2014-15	AA-Liberal Arts Emphasis in Music degree is up-to-date on all three categories: outcome created, summary of data, and use of results	TracDat Program Detailed Report
2014-15	All 48 classes are up-to-date in all three categories: completed outcome, completed summary of data, and completed use of results	TracDat Program Detailed Report
2014-15	AA-T Music degree will be reviewed and updated.	TracDat Program Detailed Report

## IV. Alignment and Progress on Unit and College Goals: Closing the Loop

This section serves as a "reporting" function. It shows how your Unit closes the loop and connects planning to budget allocation: How did the prioritized college resources connect to your Unit's outcomes? What progress has your Unit made with the resources provided? Include progress on plans that did not require new resources if applicable. You are also prioritizing your Unit's progress or outcome for inclusion in your manager's summary. The **Plan Status** drop-down offers a time-frame update on the progress of your plan.

*Some information has been pre-loaded into this form by your manager. Add rows (+) as needed. Delete rows (X).*

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained (if any)		Resources Secured (if any)	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Increased funding for photocopier maintenance		\$ <input type="text" value="\$5,000.00"/> Instr. Equipment	Instead of a photocopier, a commercial scanner was obtained. The new equipment meets the current demands more efficiently and prepares for the eventual downsizing of physical sheet music storage in order to create more space and save costs of storage equipment. Students are able to access music both digitally and physically.	Unit: Facilities Maintenance
	Plan Status	Complete	Source 2		C. Secure Resources
High	Increase recital budget		\$ <input type="text"/> Source 1	While the budget did not increase, the department re-organized the recital series to utilize the current budget. For the upcoming year, we plan to submit a FIG proposal to meet the need of an increased budget. Students have benefited from meeting and hearing from professional musicians outside of Mt SAC.	Unit: Well-rounded Musical Ed
	Plan Status	2015-16 Complete	Source 2		D. Cooperation/Collaboration
High	Final nine replacement digital keyboards for the piano laboratory		\$ <input type="text"/> Source 1	We were able to obtain nine more digital keyboards to complete the replacement of all keyboards in the piano laboratory. The previous set of keyboards were outdated and in need of replacement. Students will now have access to up-to-date equipment.	Unit: Technological Updates
	Plan Status	Complete	Source 2		C. Secure Resources
High	New Band Director		\$ <input type="text"/> Source 1	A new band director was hired, and he (Gregory Whitmore) has been doing a spectacular job of recruiting high school students from nearby schools. Having a permanent band director will bring about stability and continuity for the department -- both for the students and faculty members.	Unit: Excellence in Performance
	Plan Status	Complete	Source 2		B. Access and Success
Med	Improvement of 2M-102		\$ <input type="text"/> Source 1	A grand piano was obtained. The re-organization of the classroom is planned for 2015-16. The students now have access to an acoustic instrument rather than only digital.	Unit: Facilities Maintenance
	Plan Status	2015-16 Complete	Source 2		C. Secure Resources
High	Music notation software		\$ <input type="text"/> Source 1	Music notation software was obtained late in the academic year, therefore the installation has not occurred.	Unit: Technological Updates
	Plan Status	2015-16 Complete	Source 2		Select College Theme

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained <i>(if any)</i>		Resources Secured <i>(if any)</i>	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Updated computers for 2M-106 student computer lab		\$ <input type="text"/>	The current computers in the student computer lab should be replaced with more updated versions so that current software purchased can be installed. We are waiting for CEA to provide us, the music department, with their slightly used computers.	Unit: Technological Updates
			Source 1		
	Plan Status	2015-16 Complete	Source 2		B. Access and Success

# SectionTwo

## Where We Are Going: Planning for the Next Three Years: 2015-16, 2016-17, 2017-18

### I. Planning Context - Unit Goals Assessed and Revised for: Music

This table contains your goals as noted in Section One for 2014-15. Review your Unit's goals and revise, add new goals or remove goals that are no longer relevant as appropriate for planning for 2015-16, 2016-17, and 2017-18. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	<a href="#">College Theme</a>
Excellence in Performance	To strive for the highest professional quality in each performance.	A: Academic Excellence
Comprehensive Training	To improve continually the musical development of each student.	A: Academic Excellence
Academic Rigor	To advance students with solid musical knowledge in theory, musicianship, and history.	A: Academic Excellence
Well-rounded Education	To connect classroom learning and musical performance to musical life and further education outside of the College.	B: Access and Success
Classroom Efficiency	Maximizing classroom usage to meet students' demands by utilizing facilities efficiently.	C: Secure Resources
Technological Updates	To provide audio, visual, and all up-to-date technological resources for student access and achievement.	C: Secure Resources
Facilities Maintenance	To provide appropriate learning environment spaces.	C: Secure Resources
Curricular Effectiveness	Continue to communicate with music counselor and curriculum administrators to maintain curricular compliance and maximize student success.	B: Access and Success
Growth and Expansion	To research possibilities of growth and advancement for the department in servicing the needs of music majors.	B: Access and Success
Career Guidance	To educate and help plan future employment opportunities in the field of music.	D: Cooperation/Collaboration

### II. Annual Implementation Plan for: Music

This section serves as a "planning" function. This is where you ask for resources and record new action plans, activities, or interventions necessary to achieve success. Use the Expected Outcomes section to describe how the plan and resources requested is supported by your Unit's to outcomes assessment plan. This section will also be used to record revisions to plans as needed across the three years of planning.

*Add rows (+) as needed. Delete rows (X).*

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed (if any)	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	New faculty members		\$ <input type="text"/>	At least one new full-time faculty member is needed to replace two departed full-time faculty members. The department lacks a specialist in audio engineering who can assist in creating a certificate program. Currently, music students do not have the option of a certificate program, only the associate degrees. The goal is to offer a program that will lead to skill-based employment rather than continual higher education. Additionally a second faculty member who specializes in general education.	Unit: Growth and Expansion
			Other - Faculty		
Ongoing	Projected Completion	2015-16	Source 2		C. Secure Resources
				Person Responsible <input type="text"/>	
High	Administrative assistance in music		\$ <input type="text"/>	The department seeks to maintain a regular schedule of an administrative assistant to support students and faculty within music. The objective is to assist student needs efficiently and effectively.	Unit: Comprehensive Musical 1
			Staffing		
New	Projected Completion	2015-16	Source 2		B. Access and Success
				Person Responsible <input type="text"/>	
High	Instrument update, part 1		\$ <input type="text" value="\$47,474.00"/>	Band (both concert and jazz bands) instruments are old and in poor condition. New instruments are needed for student learning and success. [4 alto sax; 4 tenor sax; 4 trombones with F attachment; 4 trombones; 2 bari sax.] Up-to-date and fully-functional instruments are needed for student success and learning.	Unit: Excellence in Performanc
			Instr. Equipment		
New	Projected Completion	2015-16	Source 2		A. Academic Excellence
				Person Responsible <input type="text" value="Jeff Ellwood"/>	
High	Instrument update, part 2		\$ <input type="text" value="\$13,056.00"/>	Concert band ensembles require updated instruments, including 4 flutes, 4 b-flat clarinets, and 2 trumpets. Up-to-date and fully-functional instruments are needed for student success and learning.	Unit: Excellence in Performanc
			Instr. Equipment		
New	Projected Completion	2015-16	Source 2		A. Academic Excellence
				Person Responsible <input type="text" value="Gregory Whitmore"/>	
High	Instrument and equipment update, part 3		\$ <input type="text" value="\$4,946.00"/>	All jazz ensembles (vocal and instrumental) are in need for a complete drum set, bass amp, guitar amp, and electric piano. Up-to-date and fully-functional instruments are needed for student success and learning.	Unit: Excellence in Performanc
			Instr. Equipment		
New	Projected Completion	2015-16	Source 2		A. Academic Excellence
				Person Responsible <input type="text" value="Jeff Ellwood"/>	

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed (if any)	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Storage of equipment		\$ <input type="text"/>	There is a lot of equipment involved in music technology and jazz performance. Currently, there is not a secure place to keep this equipment. Secure closets and shelves are needed for access, security, and effectively maintaining classroom/student needs .	Unit: Facilities Maintenance
			Instr. Equipment		
New	Projected Completion	2015-16	Source 2	Person Responsible <input type="text" value="William McIntosh"/>	C. Secure Resources
Med	Improve Recital Hall by replacing carpet and installing interior doors that close SILENTLY. Also, install sound absorption panels in the foyers, as these entry rooms have no acoustical treatment.		\$ <input type="text"/>	The carpet is of poor quality and has been in the space for 20 years. It should be replaced with quality carpets of a darker color that match the seats. Additionally, the interior doors close with a dreadful latch. Installing sound absorption panels in the foyers will also help. A professional performance space is required for learning, teaching, and performing of music.	Unit: Excellence in Performance
			Facilities Mod		
Ongoing			Source 2		B. Access and Success
			Projected Completion <input type="text" value="2015-16"/>		
Med	The eaves on the exterior of the building need to be replaced with weather-resistant materials, as has been done in front of the CT and the RH.		\$ <input type="text"/>	The trim is weathered, cracking, and will start falling soon. A professional performance environment is required for learning, teaching, and performing of music.	Unit: Facilities Maintenance
			Facilities Mod		
Ongoing			Source 2		B. Access and Success
			Projected Completion <input type="text" value="2015-16"/>		
High	New HD projectors, speakers, and teaching stations in M104, 107, 117 and 109. ELMO in 107, 117, and 109.		\$ <input type="text"/>	Classroom learning should be the same in all rooms across campus with up-to-date technology and equipment for student learning and success.	Unit: Technological Updates
			Instr. Equipment		
Ongoing			Source 2		B. Access and Success
			Projected Completion <input type="text" value="2015-16"/>		
Med	Finish the shell in the Clarke Theater		\$ <input type="text"/>	The front section of the shell, which is to cover the cat-walk above the stage, has not been completed. The CT, especially with the addition of sound absorption material at the back of the hall, is an inhospitable environment for acoustic ensembles and this will help improve the sound environment. A professional performance environment is required for learning, teaching, and performing of music.	Unit: Excellence in Performance
			Facilities Mod		
Ongoing			Source 2		B. Access and Success
			Projected Completion <input type="text" value="2015-16"/>		
				Person Responsible <input type="text"/>	

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed (if any)	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Improvement to 2M-102		\$ <input type="text"/>	To meet the demands of music majors, the piano laboratory should be reconfigured to accommodate 1 or 2 additional digital keyboards, and to maximize the floor space for teaching. Closets should be removed and more white boards mounted for more effective teaching and learning.	Unit: Facilities Maintenance
			Other - Cap Load St		
New	Projected Completion	2015-16	Source 2		B. Access and Success
				Person Responsible <input type="text" value="Tiffany Kuo"/>	
High	Rebuilding 9-foot Steinway		\$ <input type="text" value="\$15,000.00"/>	A gift was received this academic year. In order for it to be performance quality, parts of the instrument needs repair and/or replaced. The school does not have a concert grand piano, a necessary tool for any and all piano majors.	Unit: Excellence in Performanc
			Other - Add		
New	Projected Completion	2015-16	Source 2		B. Access and Success
				Person Responsible <input type="text" value="Tiffany Kuo"/>	
High	Student tutor for music computer laboratory		\$ <input type="text" value="\$4,500.00"/>	Student lab tutor for assisting students in the computer laboratory with music notation, musicianship, and audio editing software as well as listening libraries. While the resources were obtained, students have not had the opportunity to access the software due to the absence of a technology-knowledgeable assistant. 15 hrs. @ \$11.25 for 32 weeks.	Unit: Facilities Maintenance
			Staffing		
New	Projected Completion	2015-16	Source 2		B. Access and Success
				Person Responsible <input type="text" value="Robert Bowen"/>	
Low	Children's Choir		\$ <input type="text"/>	The department acknowledges that music education should begin as early as possible. The creation of a Children's Choir School at Mt SAC would serve the needs of the community, future Mt SAC students, and faculty in preparation for a more advantageous future.	Unit: Excellence in Performanc
			Research		
New	Projected Completion	2017-18	Source 2		D. Cooperation/Collaboration
				Person Responsible <input type="text" value="Bruce Rogers"/>	
High	Increase master class and faculty recital budget (augmentation)		\$ <input type="text" value="\$2,000.00"/>	Music students need more access to professional musicians. The restructuring of the faculty showcase series to include master class has worked well this academic year. In order to foster and improve music learning more master classes, and career-development seminars and workshops should be incorporated into the series. Students will gain knowledge of the work force they have chosen to enter.	Unit: Well-rounded Education
			Other - Budget		
New	Projected Completion	2015-16	Source 2		D. Cooperation/Collaboration
				Person Responsible <input type="text"/>	

Priority for Manager Summary	Plans, Activities, or Interventions		Resources Needed (if any)	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)		Connected Unit Goal/ College Theme
High	27 iMacs for 13-2425		\$ \$46,000.00	To share 27 iMacs with CEA for Music Technology class (MUS 9). Update technology/equipment		Unit: Technological Updates
			Instr. Equipment			
Status	Projected Completion	2015-16	Source 2	Person Responsible	Tiffany Kuo	B. Access and Success
High	Budget Augmentation for Performance Groups		\$ 0.00	Due to the economic downturn of 2008 and its aftermath, the department requests that the performance groups' budget be restored to pre-Great Recession numbers. The choir directors have asked to restore the loss of \$?; and the instrumental ensembles have asked to restore the loss of \$? -- to their budgets.		Unit: Excellence in Performance
			Other - Add			
Status	Projected Completion	2015-16	Source 2			A. Academic Excellence
				Person Responsible		
High	Four iMacs to replace mini-Macs in classroom teaching stations		\$	The miniMacs currently in the lecture classrooms are in the final years. Functional computers are essential for lectures and classroom learning.		Unit: Technological Updates
			Instr. Equipment			
Status	Projected Completion	2015-16	Source 2	Person Responsible		B. Access and Success
High	Piano tuning rate increase		\$ \$500.00	We have asked for a \$500 rate increase to the current budget.		Unit: Facilities Maintenance
			Instr. Equipment			
Ongoing	Projected Completion	2015-16	Source 2	Person Responsible	Kevin Wiley	B. Access and Success
High	Choral outfits		\$ \$11,550.00	Choral outfits for Chamber Singers, Concert Choir, and Women's Ensemble have not been replaced in over a decade. 70 dresses and 70 tuxedos (women's dresses, estimated at \$65/dress; men's tuxedos estimated at \$100/tux) are needed.		Unit: Excellence in Performance
			Source 1			
Status	Projected Completion	2015-16	Source 2	Person Responsible	Bruce Rogers	B. Access and Success
High	Choral riser replacement		\$ \$1,326.00	One of the choral risers is broken. The replacement of one section is: \$1,326.		Unit: Facilities Maintenance
			Source 1			
Status	Projected Completion	2015-16	Source 2	Person Responsible	Bruce Rogers	B. Access and Success

### III. Resources Identified in Relation to Planning

This section will serve the budget prioritization function in the Manager's PIE. Your manager will inform you when actual quotes are due.



# SectionThree

## Recommendations for Improving the Planning Process

What additional information should the College provide to assist your Unit's planning?

I would love to see samples of PIE that are well-written and articulated.

What suggestions do you have for improving the planning process for your Unit?

Enter your suggestions for improvement here.

Enter your name as contributing to and approving of this Unit PIE Plan below. Add rows (+) as needed.

Contributer		Contributer	
Tiffany Kuo	<input checked="" type="checkbox"/> Approve	Add your name as contributing to this Unit PIE and check that you approve	<input checked="" type="checkbox"/> Approve

Thank you for completing the Unit PIE form summarizing 2014-15, and initiating your Unit's planning for the 2015-16, 2016-17, and 2017-18 three-year cycle.

Please save this form and forward to your Unit's manager by 06/30/ 2015.  
Questions regarding this form? Send an email to Don Sciore, Interim Associate Dean of Arts, member IEC, at [dsciore@mtsac.edu](mailto:dsciore@mtsac.edu)