**Palomar College – Program Review and Planning**

**Instructional Programs**

**YEAR 1**

**Academic Year** **2010-11**

**Purpose of Program Review and Planning:** The institution assesses progress toward achieving stated goals and makes decisions regarding the improvement of institutional effectiveness in an on-going and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation. Evaluation is based on analyses of both quantitative and qualitative data (ACCJC/WASC, Standard I, B.3.)

|  |  |
| --- | --- |
| **Discipline: Photography** | **03/10/2011** |
| **Instructional Discipline Reviewed (Each discipline is required to complete a Program Review)** | **Please Add Date (00/00/2011)** |

**STEP I. ANALYSIS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | **<<Prelim>>** | ◄▬ Preliminary Fall 2010 data are as of 1/30/2011 |  |
|  |  | **Fall 2007** | **Fall 2008** | **Fall 2009** | **Fall 2010** | **Definitions** | |
| **Enrollment at Census** | | 581 | 535 | 562 | 658 | *Self Explanatory* | |
| **Census Enrollment Load %** | | 93.11% | 97.45% | 103.12% | 95.78% | Enrollment at Census Divided By Sum of Caps (aka "Seats") | |
| **WSCH** | | 3,229 | 2,986 | 3,172 | 2,801 | Weekly Student Contact Hours | |
| **FTES** | | 107.62 | 99.52 | 105.75 | 93.36 | One Full-Time Equivalent Student = 30 WSCH | |
| **Total FTEF** | | 7.45 | 6.97 | 6.97 | 7.23 | Total Full-Time Equivalent Faculty | |
| **WSCH/FTEF** | | 433 | 429 | 455 | 387 | WSCH Generated per Full-Time Equivalent Faculty Member | |
| **Full-time FTEF** | | 3.00 | 3.05 | 3.00 | 3.00 | FTEF from Contract Faculty | |
| **Hourly FTEF** | | 4.25 | 3.80 | 3.80 | 3.83 | FTEF from Hourly Faculty | |
| **Overload FTEF** | | 0.20 | 0.12 | 0.17 | 0.40 | FTEF from Contract Faculty Overload | |
| **Part-Time FTEF** | | 4.45 | 3.92 | 3.97 | 4.23 | Hourly FTEF + Overload FTEF | |
| **Part-Time/(Total FTEF) %** | | 59.73% | 56.22% | 56.94% | 58.53% | Percent of Total FTEF Taught By Part-Time Faculty | |
| Student Achievement: **Non Distance Education Courses** | | | |  |  | Those NOT taught via Distance Ed (see below) methods of instruction | |
| **● Retention Rate** | | 94.25% | 95.09% | 95.97% | 95.84% | Non-W Eligible Grades (see next line) Divided by All Eligible Grades | |
| **● Success Rate** | | 69.57% | 79.17% | 78.31% | 80.87% | A,B,C,CR/P Grades Divided By A,B,C,CR/P,D,F,FW,NC/NP,W Grades | |
| Student Achievement: **Distance Education Courses** | | | |  |  | Those taught via Internet, TV or non line-of-sight interactive methods | |
| **● Retention Rate** | | - | - | - | - | Non-W Eligible Grades (see next line) Divided by All Eligible Grades | |
| **● Success Rate** | | - | - | - | - | A,B,C,CR/P Grades Divided By A,B,C,CR/P,D,F,FW,NC/NP,W Grades | |
| **Degrees Awarded** | | 1 | 9 | 8 | N/A\* | Degree Counts Are for the Full Academic Year (thus, \*N/A for 2010-11) | |
| **Certificates Awarded:** | | 4 | 13 | 17 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2010-11) | |
| **- Under 18 Units** | | - | 3 | 9 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2010-11) | |
| **- 18 or More Units** | | 4 | 10 | 8 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2010-11) | |

| **I. A. Reflect upon and provide an analysis of the four years of data above (for a sample analysis see** <http://www.palomar.edu/irp/11PRYear1/sampleforIA.pdf>) |
| --- |
| **Enrollment figures are up, but WSCH figures are down. We question the formula being used to determine WSCH. Although our program has changed its lecture/lab requirement and credit units, the number of hours the classes meet per week has not changed since the Fall 2007 figures although there may be fewer classes due to cutbacks.**  **Figures for faculty, full-time and part-time remained close except for a spike in FTEF from Contract Faculty Overload.**  **Retention figures remain consistent and Success Rate has improved slightly.**  **The most notable difference is in the increase in the number of degrees and certificates awarded. Certificates added to the program several years ago are now being awarded with frequency and regularity.** |

| **I. B. Please summarize the findings of a Course or Program SLO assessment conducted by your discipline. (For examples, see** <http://www.palomar.edu/irp/11PRYear1/PRPsloExamples.pdf>) |
| --- |
| **One course SLO for the PHOT 100 - Elementary Photography class is that students will be able to explain, analyze and understand exposure theory by utilizing correct aperture and shutter speed combinations. Based on the results of quizzes, tests and student photographic assignments, students were able to successfully answer test questions regarding this topic and apply the theory to their photo assignments.** |

| **I. C. Reflect upon the SLO assessment findings in Box B above. Discuss overall observations and any areas of concern or noteworthy trends.**  **(For examples of such analysis, see** <http://www.palomar.edu/irp/11PRYear1/PRPsloExamples.pdf>) |
| --- |
| **Properly exposed and developed film, as the result of understanding exposure theory, led to an improvement of the appearance of properly exposed contact sheets and overall print quality as evidenced by the completion of instructor generated assignments.** |

| **I. D. For Career Technical disciplines only, please provide a brief summary of the labor market outlook. This data can be found at** [**http://www.labormarketinfo.edd.ca.gov/**](http://www.labormarketinfo.edd.ca.gov/) **Please include job projections and trends that may influence major curriculum revisions.** |
| --- |
| **The 2008-2018 projections for photography positions being paid hourly indicated that San Diego County is projected to experience a 7.4% increase. This is similar to CA state projections (7.1%). This is a slight downward trend from earlier projections (2004-2014) which indicated an 8.5% increase.**  **These figures do not include the many photographers who enter the field as self-employed.** |

|  |
| --- |
| **STEP II. PLANNING**  **Reflecting on the 4-year trend data, the SLO assessment results, and the college’s** [**Strategic Plan 2013**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**, describe/discuss the discipline planning related to the following: (For sample reflections, see** <http://www.palomar.edu/irp/11PRYear1/samplesforII.pdf>) |

| **II. A. Curriculum, programs, certificates and degrees (consider changes due to Title 5 or other regulations, CSU/UC transfer language updates, articulation updates, student retention or success rates, workforce and labor market projections, certificate or degree completions, etc.)** |
| --- |
| **Photography has added 4 new classes to reflect industry changes toward Digital Photography. A Business of Photography is also in the works. We are revamping our certificates and degrees to make possible 2 year completions. Certificate and degree completions are from 2007 figures. Workforce projections show slightly over 7% increase locally and statewide. As per the new requirements for lecture and lab classes, we have completed the changes for all our course offerings.** |

| **II. B. Class scheduling (consider enrollment trends, growth, course rotation, sequencing, Center/Site offerings, comprehensiveness, etc.)** |
| --- |
| **Photography now has its own Digital classroom in the MD building. It is in full use with classes and a small number of open lab hours for students to complete projects and assignments. We have drawn up sketches for plans to repurpose some of our lab and classroom space in our old facility, F East to make it more usable of our current courses.**  **Our courses are rotated to meet students’ needs and facilitate efficient degree and certificate completion.**  **It would be unusual for us to loose a class to low enrollment. Our retention rate fluctuated over the last 4 years from a low of 91.63% to a high of 94.39%. Good numbers. We will discuss ways to improve our success rate that averages at about 71%.** |

| **II. C. Faculty (Briefly discuss the faculty hiring needs for this discipline. This discussion does not replace the requirement to submit a Rationale Form for Faculty Hiring to IPC.)** |
| --- |
| **Currently full time faculty teaches 40% of our classes. 5 years ago we lost a full time faculty to retirement and in Spring 2012 we will loose another. Hiring a new full time faculty is a high priority.** |

|  |
| --- |
| **STEP III. RESOURCE REQUESTS FOR DISCIPLINE:** |
| **III. A. Describe the resources necessary to successfully implement the planning described above. Provide a detailed rationale for each request by referring to the analyses of data and SLO assessment results in Step I and/or to any other evidence not apparent in the data or SLO Assessment** results.  NOTE: Do **NOT** include Resource Requests that duplicate requests from other disciplines In your department. Place requests common to two or more disciplines on the form: ACADEMIC DEPARTMENT RESOURCE REQUESTS. |

| **a. Equipment (per unit cost is >$500) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | **Prioritize these requests**  **1,2,3, etc.** | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | **Estimated Amount of Funding Requested** | **Will this be one-time or on-going funding?** | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **a1.** | **Photographic enlarger stabilzer/timer**  **kits** | **1** |  | **Required to replace old and worn out equipment that has reached its useful life expectancy, new equipment would support SLO requirements and enable photo students to make high quality photographic prints for class work and develop the refined skill level to compete and be successful in a highly competitive job market** | **$25,000** | **one-time** | **no** |
| **a2.** | **Fiber Base print dryer** | **2** |  | **Dryer required to replace old and at times non functional equipment, new dryer will support SLO and enable students to dry high quality prints, learn professional skill levels required, and be successful in the photographic field.** | **$3000** | **one-time** | **no** |
| **a3.** | **RC Print Dryer** | **3** |  | **Required to replace an old and failing dryer, a new dryer would enable photo students to dry photographic prints increase professional skill levels,support class SLO and become successful in the field of photography** | **$3000** | **one-time** | **no** |
| **a4.** | **Location lighting kit** | **4** |  | **Required to replace a worn and non functional lighting kit, this new equipment will support SLO and allow portrait and commercial students to use location lighting to create images in a variety of non- studio environments providing refined skill levels and technique required to be successful in a highly competitive field.** | **$3000** | **one-time** | **no** |
| **a5.** | **Digital SLR kits**  **a6 Studio equipment cart**  **a7 35mm camera kits**  **a8 View Camera lenses**  **a9 Canon lenses**  **a10. Enlarger head** | **5**  **6**  **7**  **8**  **9**  **10** |  | **DSLR kits are required to replace technologically out of date digital camera kits, new equipment will enable all digital photo students to refine and manage digital camera processing skills required in the SLO and to be successful in todays photographic market place.**  **Studio equipment/security cart is required to provide a secure container to house expensive photographic cameras and studio accessories for student use. This cart will enable students to manage, use, safeguard, and account for equipment in a professional studio learning environment, while completing SLO and developing real- life work skills.**  **35mm camera kits are required to replace a rapidly aging student check out pool of cameras that has reached its useful life expectancy, these kits would enable film photo students to excel in the art of conventional silver based photography not only augmenting the SLO but increasing the high skill level required for success in our film classes.**  **Replacement view camera lenses are required so advanced students in both commercial and advanced black and white photography can complete SLO and develop advanced skill levels with large format cameras and special optical adjustment techniques.**  **Canon 35mm lenses are required to enable students in all photo classes to accomplish SLO in both digital and silver based photography refining skill levels required to be successful in the field**  **An enlarger head is required to replace**  **old and non functional head to enable advanced students to create high quality prints supporting SLO and to create hands- on skill levels to master print making as a professional photographer.** | **$4500**  **$1200**  **$3000**  **$2400**  **$3000**  **$1000** | **one time**  **one time**  **one time**  **one time**  **one time**  **one time** | **no**  **no**  **no**  **no**  **no**  **no** |

| **b. Technology (computers, data projectors, document readers, etc.) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | **Prioritize these requests**  **1,2,3, etc.** | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | **Estimated Amount of Funding Requested** | **Will this be one-time or on-going funding?** | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **b1.** | **Mac Intel computers** | **1** |  | **Required to replace old and technologically out of date computers, new computers will enable all digital photography students to manage, create, and refine photographic digital skill levels and be successful in a highly competitive job market.** | **$33000** | **one time** | **no** |
| **b2.** | **Epson digital printers** | **2** |  | **Epson digital printers are required to replace old and technologically out of date printers saving both maintenance time and funds, new printers will enable advanced digital students to print at a professional level refining skill and techniques supporting the current SLO.** | **$7600** | **one-time** | **no** |
| **b3.** |  |  |  |  |  |  |  |
| **b4.** |  |  |  |  |  |  |  |
| **b5.** |  |  |  |  |  |  |  |

| **c. Budget for 4000s (per unit cost is <$500 supplies) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **c1.** | **Camera tripods** | **1** | |  | | **Camera tripods are required to replace worn and non fuctional tripods. Tripods are required for all photography classes generating images based upon the SLO and the skill and technique level for each photo class** | | **$1000** | | **one-time** | | **no** | |
| **c2.** | **Roto trimmers** | **2** | |  | | **Roto paper trimmers are required to replace old and non functional trimmers, new trimmers will enable all photo students to cut, trim and aid in the mounting and professionl display of all photographic prints, supporting the current SLO.** | | **$1500** | | **one-time** | | **no** | |
| **c3.** | **Grain Focuser** | **3** | |  | | **Grain Focusers are required to replace broken and non functional focusers, new grain focusers will enable students in the silver- based photography classes to make high quality photographic enlargements, which support the SLO allowing students to refine skill and technique levels required as a working professional photographer** | | **$2000** | | **one-time** | | **no** | |
| **c4** | **Studio chromo green screen** | **4** | |  | | **Studio chomo green screen is required to provide studio high tech**  **digital imaging and move from standard background sets to digitizing entire backgrounds, enabling students to experience a real hands on studio environment, while supporting SLO and developing skill levels and techniques of a modern photo studio.** | | **$300** | | **one-time** | | **no** | |
| **c5.** |  |  | |  | |  | |  | |  | |  | |

| **d. Budget for 5000s (printing, maintenance agreements, software license etc.) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** | |
| **d1.** | **Digital printer/equipment maintenance and service agreement** | **1** | |  | | **Provide routine and advanced maintenance/service and equipment repair for 10 digital printers and photo equipment is required to maintain a high and consistant level of quality prints for student work,support SLO requirements, and develop skill levels appropriate for advanced digital/silver based printing applications. Extend service life of equipment.** | | **$3500** | | **on-going** | | **no** | |
| **d2.** |  |  | |  | |  | |  | |  | |  | |
| **d3.** |  |  | |  | |  | |  | |  | |  | |
| **d4.** |  |  | |  | |  | |  | |  | |  | |
| **d5.** |  |  | |  | |  | |  | |  | |  | |

| **e. Classified staff position (permanent/contract position requests unique to this discipline) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **e1.** | **Evening Instructional Support Asst.** | **1** | | **Goal4 Obj4.2** | | **There are two to three photo classes offered in the evening program every semester. Support Assistant is needed to supervise the lab area, mixing chemistry, checking-in and out photo equipment, to clean, adjust and maintain the learing environment and assist instructors with routine needs in both the digital and film labs.** | | **$45,000** | | **on-going** | | **not funded** | |
| **e2.** |  |  | |  | |  | |  | |  | |  | |
| **e3.** |  |  | |  | |  | |  | |  | |  | |
| **e4.** |  |  | |  | |  | |  | |  | |  | |
| **e5.** |  |  | |  | |  | |  | |  | |  | |

| **f. Classified staff position (temporary and student workers position requests unique to this discipline) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **f1.** | **Short-term Hourly Employee** | **1** | | **Goal4 Obj4.2** | | **Will assist and augment the evening digital and film program by assisting the Instructional Support Assistant.** | | **$12,000** | | **on-going** | | **Yes this position is currently funded from the Communications Dept Short-term hourly budget.**  **Other disciplines in the Department also need these types of position and funding may be stretched.** | |
| **f2.** |  |  | |  | |  | |  | |  | |  | |
| **f3.** |  |  | |  | |  | |  | |  | |  | |
| **f4.** |  |  | |  | |  | |  | |  | |  | |
| **f5.** |  |  | |  | |  | |  | |  | |  | |

| **III. B. Are there other resources (including data) that you need to complete your discipline review and planning?** |
| --- |
|  |

|  |
| --- |
| **STEP IV. SHARE YOUR ACCOMPLISHMENTS (AKA Brag, Toot your horn) Please include at least one discipline accomplishment that you’d like to share with the college community.** |
| **Our photography department enjoyed many successes as well as student accomplishments in the last year.**  **We were invited to show student and faculty work at the Museum of Photographic Arts in San Diego. This work was on display for two months and was a showcase for the best examples of photography from our department. Our juried student show, Enlightened Lens, has become an annual event in the community and this year included over sixty images in the Escondido Municipal Gallery. This show then moved on to the Hearth Gallery in the San Marcos Civic Center.**  **Faculty continues to show their work in the community and Robert Barry was included in a well-known juried exhibition in Carmel, California.**  **Students continue to excel and win major awards in such competitions as the Del Mar International Photography Competition and The American Photographic Artists juried competition. We have several former students now studying photography at NYU, Art Center, San Francisco State, Art Institute of San Francisco and other institutions of higher learning. Several students have been hired to assist photographers or publications and two have begun their own photographic-based businesses in the last year.** |

| **STEP V. ACCREDITATION For programs with an external accreditation, indicate the date of the last accreditation visit and discuss recommendations and progress made on the recommendations.** |
| --- |
|  |

| **STEP VI. COMMENTS Other comments, recommendations: (Please use this space for additional comments or recommendations that don’t fit in any category above.)** |
| --- |
|  |

|  |  |  |
| --- | --- | --- |
| **Please identify faculty and staff who participated in the development of the plan for this department:** | | |
| **Paul Stachelek *Name*** | **Robert Barry *Name*** | **Donna Cosentino *Name*** |

|  |  |  |
| --- | --- | --- |
| **Paul Sittmann *Name*** | ***Name*** | ***Name*** |

**Department Chair/Designee Signature Date**

**Division Dean Signature Date**

* **Provide a hard copy to the Division Dean no later than March 11**
* **Provide a hard copy with the Dean’s sign-off to Instructional Services by March 18**
* **Email an electronic copy to** [**jdecker@palomar.edu**](mailto:jdecker@palomar.edu) **by March 18**