**Palomar College – Program Review and Planning**

**Academic Department Resource Requests**

**(Do Not Include Discipline Specific Requests)**

**YEAR 1**

**Academic Year** **2012-13**

**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.)

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| **Department: Graphic Communications** | **09/12/2012** |
| ***Academic Department Reviewed (Each department is required to complete a Program Review)*** | **Please Add Date (00/00/2012)** |
| **Department Chair****: Mark Bealo** | |

| **a. Equipment (per unit cost is >$500) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | **Department Priority** | **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 department’s plan, analysis of data, 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.** | **Multi Touch Display Monitor** | **1** | **2, 6** | **Multi Touch Display for digital signage, kiosk, and interactive content design, delivery, and demonstration. Used to demonstrate, test and deliver text, graphics, animation, full-motion video and interactive projects. Has dual purpose of being used as an interactive kiosk providing GC specific and college-wide information as well as a teaching tool in GCIP and GCWM.** | **$5,500** | **One-Time** | **No** |
| **a2.** |  |  |  |  |  |  |  |
| **a3.** |  |  |  |  |  |  |  |
| **a4.** |  |  |  |  |  |  |  |
| **a5.** |  |  |  |  |  |  |  |

| **b. Technology (printer for the department office, copiers, computers, data projectors, document readers, etc.) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | **Department Priority** | **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 department’s plan, analysis of data, 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.** | **(2 ea.) iPad, iPod, Kindle, Android, and Barns and Noble Nook tablets/devices** | **1** | **6** | **Needed as testing and demonstration devices in creation of content for mobile devices.** | **$3,500** | **On-Time** | **No** |
| **b2.** | **66 Wacom Tablets for student computers** | **2** | **6** | **Current tablets are no longer supported. While we would like students to bring in their own tablets, IS does not want to have to load all the various drivers for each brand and model and thus requests that we install a standardized Wacom tablet for student use. Using tablets is more ergonomic, lessons the risk of repetitive injury like carpel tunnel, and is more natural when working with graphics and multimedia programs.** | **$20,000** | **On-Time** | **No** |
| **b3.** | **34 Apple Mac Pro Computers** | **3** | **2, 5, 6** | **Current computers are out of warranty and need to be replaced. New units aways go to the high end lab in MD-119 and current ones get pushed down to other labs in GC and to Art, Photo, etc. as needed.** | **$136,000** | **On-Time** | **No. There USED to be a process by which computers would be purchased and machines would be pushed down to other labs on campus.** |
| **b4.** | **4 Wacom Cintiq Interactive Pen Displays** | **4** | **6** | **Allows natural design as students and instructors design directly on the screen as if it were a tablet. Greatly increases productivity/usability and reduces repetitive stress injuries. One display per our 4 labs.** | **$9,000** | **On-Time** | **No** |
| **b5.** |  |  |  |  |  |  |  |

| **c. Budget for 4000s (per unit cost is <$500) (shared office supplies) *Enter requests on lines below.*** | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| **c1.** | **Security for MD** | **1** |  | **Knight Security for MD computer classrooms.** | **$800** | | **On-Going** | | **Unrestricted funding (partial)** | |
| **c2.** |  |  |  |  |  | |  | |  | |
| **c3.** |  |  |  |  |  | |  | |  | |
| **c4** |  |  |  |  |  | |  | |  | |
| **c5.** |  |  |  |  |  | |  | |  | |

| **d. Budget for 5000s (printing, maintenance agreements, software license etc.) *Enter requests on lines below.*** | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | **Department Priority** | **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 department’s plan, analysis of data, 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.** |  |  |  |  |  | |  | |  | |
| **d2.** |  |  |  |  |  | |  | |  | |
| **d3.** |  |  |  |  |  | |  | |  | |
| **d4.** |  |  |  |  |  | |  | |  | |
| **d5.** |  |  |  |  |  | |  | |  | |

| **e. Classified staff position (contract) *Enter requests on lines below.*** | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| **e1.** | **Classified staff to oversee Print and Screen print workshop and student labs and workers** | **1** | **2, 4** | **To maintain a safe environment for students working in print and screen print labs. Allows students to work on projects throughout the day and have enough time to complete assignments. Provides safe environment to avoid accidents involving chemicals, burns, blindness and being crushed/caught in automatic equipment. Position would replace student workers if funded.** | **$46,219** | | **On-Going** | | **No** | |
| **e2.** |  |  |  |  |  | |  | |  | |
| **e3.** |  |  |  |  |  | |  | |  | |
| **e4.** |  |  |  |  |  | |  | |  | |
| **e5.** |  |  |  |  |  | |  | |  | |

| **f. Classified staff position (temporary or student workers) *Enter requests on lines below.*** | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| **f1.** | **Student workers to oversee computer labs and screen print labs** | **1** | **2, 4** | **Use student workers to keep the screen print lab safe while working with chemicals, hot equipment and heavy automated equipment.**  **Use student workers to oversee open computer labs and student print center. If not funded then all faculty would have to be trained to output projects themselves outside of class time. A single 17x22" poster often takes over 10 minutes to print. Factor that times 30 students in a class and it is clear why this position is needed.** | **$18,000** | | **On-Going unless a classified position is funded.** | | **Yes, but one-time funds only via Perkins ($3,730 and IPC PRP allocation last year ($10,499) along with Department budget for 2300s.** | |
| **f2.** |  |  |  |  |  | |  | |  | |
| **f3.** |  |  |  |  |  | |  | |  | |
| **f4.** |  |  |  |  |  | |  | |  | |
| **f5.** |  |  |  |  |  | |  | |  | |

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| **Please identify faculty and staff who participated in the development of the plan for this department:** | | |
| **Mark Bealo *Name*** | **Wade Rollins *Name*** | ***Name*** |

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| --- | --- | --- |
| ***Name*** | ***Name*** | ***Name*** |

**Department Chair/Designee Signature Date**

**Division Dean Signature Date**

* **Provide a hard copy to the Division Dean no later than September 14, 2012**
* **Provide a hard copy with the Dean’s sign-off to Instructional Services by September 28, 2012**
* **Email an electronic copy to** [**jdecker@palomar.edu**](mailto:jdecker@palomar.edu) **by September 28, 2012**