**Palomar College – Program Review and Planning**

**Instructional Support and Other Units**

Includes: Instructional Services Office, Division Dean’s Offices, Occupational & Noncredit Administrative Office, Workforce and Community Development and Extended Education (Centers and Site Operations), KKSM, PCTV, Library, Telescope, Boehm Gallery, Academic Technology, Tutoring, Planetarium, Service Learning, etc.

**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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| **InstSuppt&Other: Boehm Gallery** | **09/14/12** |
| **Instructional Support Unit Reviewed (Each Unit is required to complete a Program Review)** | **Please Add Date (00/00/2012)** |

**STEP I. Describe Your Unit**

| **I. A. Mission:** |
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| **The Gallery has a three-prong mission. The primary goal of the gallery is to bring interesting, challenging, diverse and visually vibrant art to Palomar students and faculty. The gallery is a forum for students and faculty to discover, analyze, and discuss current trends in contemporary art and aesthetic expression in a culturally rich and diverse environment. Secondly, as a not-for-profit art space, the Boehm Gallery has the important charge to seek out and exhibit the work of Southern California artists and beyond, not based on their commercial success or potential for sales, but instead on their artistic, academic, and aesthetic merit. Thirdly the gallery strives to position itself as an active, inclusive, vital, and cutting-edge member of the North County, and greater San Diego County’s cultural landscape.**  **In recent years the gallery has taken on another role, which is to host ART 182/183, cross listed through Art, Dance, Performing Arts, and Theater. As instructional space it provides our students with immeasurable real life experience handling the logistics of art and discovering the nuance of curatorial practices. Students are presented an opportunity to network and interact with many of the artists; shaping the aesthetic discourse of our region.** |

| **I. B. Personnel Assigned (Include names and titles):** |
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| **Ingram Ober - Gallery Director**  **Kylee Mcdowell - Senior Office Specialist** |

| **I. C. Current Operating Budget (Do not include permanent salaries):** |
| --- |
| **$8076**  **Includes 40010 and 50010 accounts** |

| **I. D. Source(s) of Funding:** |
| --- |
| **General fund** |

| **I. E. Location of Office(s):** |
| --- |
| **Boehm Gallery** |

**STEP II. PLANNING**

| **II. A. Discuss your unit’s alignment with the college’s** [**Strategic Plan 2013**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf) **(http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)** |
| --- |
| **Objective 2.3: Implement the GRAD (Goal, Responsibility, Attitude, Determination) campaign which encourages students to take responsibility for achieving their educational goals. This goal applies very directly to what we are trying to accomplish in the Boehm Gallery and through the Art 182 Arts Management Courses. We wish to present students with a look at and an understanding of the outcome of their field of study. The Gallery and course work can help to guide a student through their Palomar course selection and help them to develop skills and a contextual understanding of the presentation of their own work and portfolio. They will gain real understanding and experience with those institutions that will support them and their work once they move beyond Palomar College.**  **Goal 4: Recruit, hire, and support diverse faculty and staff to meet the needs of students. The artists that we bring to campus for students to interact with hear lectures from and experience the artistic expression of, represent an incredibly diverse group of artists of different ages, genders, ethnicities, and socio-economic backgrounds. Five of these artists have gone on to adjunct teach part-time for Palomar College.** |

| **II. B. Discuss the planning assumptions that will guide your unit’s activities during this plan period. Your discussion should include expected demand, funding trends, pedagogical and technological trends, anticipated trends in student needs and/or demographics, advisory groups, etc.** |
| --- |
| **The current model for bringing artists and speakers to our gallery for exhibitions and lectures Relies heavily on the Director's own personal contacts, friends and collaborators in the art world. So far this has been enough and as his own sphere of influence and communication has grown in our region so has the gallerie's list of contacts. This is not the most sustainable model, however, and although Ingram Ober plans to continue to stay very active in the arts scene, this needs to be supplemented by budget allocations for artist stipends, purchase awards (to entice and support the artists who work so hard to exhibit with us, and to continue to grow the school's invaluable permanent collection of art) and research and travel money to support travel to conferences, arts fairs, and artist studio visits. We also need to focus more attention on the acquisition, maintenance and display of our permanent collection, as this becomes an important resource for community outreach and charitable giving. The gallery, for decades now, has needed not much more in the way of facilities than, as the art critic Dave Hickey titled his own gallery, “A Clean Well Lit Space.” However, we find ourselves at a point where galleries need to be increasingly tech savvy. One of the region’s most influential art institutions and resources, the UCSD Arts program runs a department focused on cutting edge, new genera, virtual environment, and performance-based digital media. As a gallery we need to keep up with these trends so much as we have the facilities to show this type of work. Computers, Data Projectors, Internet access, DVD players, website interaction and the like have become as indispensible to the presentation of art as white paint and hanging hardware. We have managed to cobble together a number of different multi-media presentation configurations, and the next step is to design and install a central location and control system.** |

| **II. C. Discuss any challenges your unit is facing. Include your response to these challenges.** |
| --- |
| **We have faced continuous staffing issues. Reorganization is needed. While there is a need for some clerical support, there is also a greater need for someone skilled at facilities management. The reorganization would include a new position: A preparator who would oversee the physical installation/de-installation of shows, logistics, and maintenance of the permanent collection. This position would change the entire complexion of our program and would allow the director to better focus on his/her job as director instead of having to manage the facility as well. This position would fill the hours vacated by the retirement of Suzanne Nemish in 2011. Those hours are currently filled by student and temporary workers.** |

| **II. D. What are the strengths of your unit?** |
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| **As the director, Ingram Ober is committed to making this a first class facility and a program that not only serves our students but is recognized as a leader in the field by the entire region. Our shows have already become destinations for class groups from Mesa College, Grossmont College, MiraCosta College, and Southwestern College; all of which have their own gallery programs yet still make the trip to experience what we are presenting. Also, over the past four years the Art Department, and Photography department as well, have been extremely supportive of our programs and we would not have the success we have had thus far without that support.** |

| **II. E. What can your unit do better?** |
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| **We need to become more organized in the accomplishment of everyday tasks, helping our staff to be more self directed, and motivated. With that change it will free up our personnel to do more community outreach in the form of PR, fund-raising and art-writing.** |

| **II. F. List at least one major accomplishment that you’d like to share with the college community.** |
| --- |
| **We have gained the attention of the San Diego arts community at large. In the past four years we have garnered the support of the California Center for the Arts Museum in Escondido, visits from numerous commercial gallery owners in San Diego, including Noel Baza fine Arts (who hosted, as organized by Ingram Ober and Sasha Jonestien, a student art sale at their Little Italy Gallery), R.B. Stevenson Gallery, and reviews and endorsements from art writers representing Art as Authority, Citybeat, and KPBS.** |

| **II. G. What are your goals for the next year? Include your method of assessment and a timeline for each goal.** |
| --- |
| **Our first goal is to continue to provide a high level of exhibition to the campus population. Secondly we need to find a long term solution to the staffing issue mentioned above, we need a full time preparator. With the accomplishment of this goal it will leave the Gallery Director more available to accomplish the third goal which is to provide PR and context for the shows through critical writing to be published in different local sources. A goal for the facility Summer 2013 is to remove the old linoleum tile floor and prepare the space with a polished, sealed, concrete floor.** |

**STEP III. RESOURCES: What resources will you need to accomplish your unit’s mission?**

| **a. Equipment (per unit cost is >$500) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe**  **Resource**  **Requested** | **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 unit’s mission and goals, an analysis of appropriate data, planning assumptions and/or the College’s Strategic Plan** | **Estimated Amount of Funding Requested** | **Will this be one-time or on-going funding?** | **Funding Source: G=General Fund R=Restricted (Be specific)  D=Designated(Be specific)** |
| **a1.** | **Acquisition of art for the permanent collection** | **3** | **2.7** | **The Boehm Gallery established itself in the 70's as an important art venue and a shrewd collector of artworks. We have recently garnered a lot of attention by presenting some of that work from the permanent colletion. Some of those pieces exhibited have increased more than 200 times their value since being purchased. Students involved in the preparation of that show had the unique opportunity to handle, restore, clean and experience art made by one of the worlds currently most sought-after artists. A permanent collection can be a valuable investment for the district, and a truly unique experience for our students. It is important that we are able to continue aquire some work and help to support those artists who work so hard to exhibit in our space.** | **2000.00** | **On going** | **G** |
| **a2.** |  |  |  |  |  |  |  |
| **a3.** |  |  |  |  |  |  |  |
| **a4.** |  |  |  |  |  |  |  |
| **a5.** |  |  |  |  |  |  |  |

| **b. Technology (computers, data projectors, document readers, etc.) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
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| **b1.** | **(2)- Mac Pros**  **Quad-core**  **one 3.2GHz quad-core intel xeon**  **processor**  **6gb memory 1TB hard drive**  **18x SuperDrive**  **ATI Radeon HD5770 with 1GB GDDRS**  **(2)- I-Macs 27 inch**  **2.8GHz27-inch: 3.1GHz**  **3.1GHz Quad-Core Intel Core i5**  **2560 x 1440 resolution**  **4GB (two 2GB) memory**  **1TB hard drive1**  **AMD Radeon HD 6970M with 1GB** | **1** | **2.7** | **As the Gallery is now an instructional space, the course-work there involves porofolio creation and image preparation. It is therefore imperative we have at least four workstations in the Gallery for graphic work. These computers would also serve as a tool for exhibiting multimedia and new-genre work. Staff and students require access to the industry standard Mac based graphics platforms to support instruction, transfer required portofolio development, and the exhibition and promotion of contemporary art.** | **$10,000 total**  **$3000 each for Mac Pro**  **$2000 each for I-Mac** | **on going once every 5 years as warrantees expire** | **G** |
| **b2.** | **Design and install a central control, storage and security station for our multi-media presentation equipment.** | **2** | **2.7** | **One of the region’s most influential art institutions and resources, the UCSD Arts program runs a department focused on cutting edge, new genera, virtual environment, and performance-based digital media. As a gallery we need to keep up with these trends so much as we have the facilities to show this type of work. Computers, Data Projectors, Internet access, DVD players, website interaction and the like have become as indispensible to the presentation of art as white paint and hanging hardware. We have managed to cobble together a number of different multi-media presentation configurations, and the next step is to design and install a central location and control system. The gallery risks damage to our current equipment each time it is reconfigured for a new exhibition. the gallery requires this upgrade in order to protect the gallerie's equipment and allow its staff to successfully opperate new genera works of art.** | **$20,000 estimated** | **one time** | **G** |
| **b3.** |  |  |  |  |  |  | **G** |
| **b4.** |  |  |  |  |  |  |  |
| **b5.** |  |  |  |  |  |  |  |

| **c. Budget for 4000s (per unit cost is <$500)(supplies) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| **c1.** | **Fund for Framing and permanent collection maintenance** | **4** | | **2.7** | | **We have valuable permanent collection in different states of disrepair around campus. We need to begin to address this situation, one step at a time; through framing of 2-D work and renovation of 3-D work.** | | **Various amounts for individual projects under $500;**  **Yearly total being $1500** | |  | | **G** | |
| **c2.** |  |  | |  | |  | |  | |  | |  | |
| **c3.** |  |  | |  | |  | |  | |  | |  | |
| **c4** |  |  | |  | |  | |  | |  | |  | |
| **c5.** |  |  | |  | |  | |  | |  | |  | |

| **d. Budget for 5000s (printing, maintenance agreements, software license etc.) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| **d1.** |  |  | |  | |  | |  | |  | |  | |
| **d2.** |  |  | |  | |  | |  | |  | |  | |
| **d3.** |  |  | |  | |  | |  | |  | |  | |
| **d4.** |  |  | |  | |  | |  | |  | |  | |
| **d5.** |  |  | |  | |  | |  | |  | |  | |

| **e. Classified staff position (contract) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| **e1.** | **Gallery Preparator/Instructional Support II** | **1** | | **2.7** | | **Preparator, someone who could oversee the physical installation/de-installation of shows, logistics, and maintenance of our permanent collection would change the entire complexion of our program and would allow me to better focus on my job as Director instead of having to manage the facility as well. As we are staffed currently with two Office Specialists, I do not have enough clerical work for them both. Meanwhile it is challenging to find, hire and train student workers to help mediate the large percentage of gallery work that falls under the preparator job description, that is currently taken on by the Gallery Director.** | | **$42,967 plus benefits** | | **On going** | | **G** | |
| **e2.** |  |  | |  | |  | |  | |  | |  | |
| **e3.** |  |  | |  | |  | |  | |  | |  | |
| **e4.** |  |  | |  | |  | |  | |  | |  | |
| **e5.** |  |  | |  | |  | |  | |  | |  | |

| **f. Classified staff position (temporary or student workers) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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| **f1.** |  |  | |  | |  | |  | |  | |  | |
| **f2.** |  |  | |  | |  | |  | |  | |  | |
| **f3.** |  |  | |  | |  | |  | |  | |  | |
| **f4.** |  |  | |  | |  | |  | |  | |  | |
| **f5.** |  |  | |  | |  | |  | |  | |  | |

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| --- | --- | --- |
| **Please identify faculty and staff who participated in the development of the plan for this department:** | | |
| **Ingram Ober *Name*** | ***Name*** | ***Name*** |

|  |  |  |
| --- | --- | --- |
| ***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**