**Instructional Annual Program Review and Planning Update Form Fall 2024**

**BACKGROUND:**

Program review is an integral part of the campus planning process. As programs and areas monitor their progress on the current comprehensive four-year program review, changes in need and scope can be expected. This Annual PR Update form is designed to outline and request modifications to the current program review that occur between comprehensive four-year review cycles, as needed.

Examples of a requested change include new information such as action plans, outcomes modifications, personnel changes, technology needs, and capital expenditures requirements. As programs and areas monitor their progress on the previous comprehensive four-year program review, the form provides the basis to suggest a change in plans and processes to improve student success and institutional effectiveness.

**DIRECTIONS:**

This form shall be completed annually by **all** programs.

* Instructional programs must submit their Annual Program Review Update form to their dean by 5pm on Wednesday, November 27, 2023.
* Questions or concerns?
* Committee contacts:
  + Co-chairs Mary Bogan ([mbogan@fullcoll.edu](mailto:mbogan@fullcoll.edu)) and Bridget Kominek ([bkominek@fullcoll.edu](mailto:bkominek@fullcoll.edu))
  + Division representatives on the [Program Review and Planning Committee](https://committees.fullcoll.edu/program-review/)
* [Office of Institutional Effectiveness](https://ie.fullcoll.edu/contact-us/)

**SUBMISSION:**

Program: Division: Date:

We have reviewed our most recent self-study and **have not identified** any significant changes that necessitate resource requests for the upcoming academic year. *(Complete part 1 only)*

We have reviewed our most recent self-study and **have identified** significant changes that necessitate additional resource requests, which are attached in our submission. *(Complete parts 1 and 2)*

X

Principal Author Signature: Printed Name: Stephen Klippenstein

Date: 11/27/2024

Dean Signature: Printed Name: Grant Linsell

Date:­­­

**Digital Art**

**Part 1: Review of Data**

**Where your program meets or exceeds the college-wide standard for completion and success, to what do you attribute your success?**

At this time based off Tableau KPI data, we are meeting, maintaining, and exceeding success rates in Digital Arts. The Digital Art Program review will be based upon Tableau Data for 3 primary reasons: 1.The data from the Office of Institutional Effectiveness (OEI) only includes courses associated with the DART prefix, and does not represent the 20+ numerous Art classes written and taught by DART staff every semester which are listed withing their CTE certificates and curriculum. (This data can be properly retrieved and assessed with Tableau which allows us to select both ART and DART courses.), 2. The data listed from OEI stops at half of our classes not listing other courses., 3. The tableau data also helps to demonstrate the usage of the lab rooms and their significance in supporting all the CTE programs of the Art Department, which plays a vital role in student success and retention ratios. Tableau data displays **Course Success** rise at 73.6% from 70.1%, with **Retention** rates increasing from 84.4 to 86%, with a raise in enrollment to 1,315 for 2024 from 1,189 students from 2023. KPI data also indicates Course Enrollment/Success ratios for student to have risen for White, Asian, and two or more race. Latinx students show a rise from 69.2% to 71% and African American students show a drop from 58.8% to 53.8%. OEI instructional data indicates Retention/Completion to be at 74%, with a success rate of 62% which makes no sense since the overall completion rates are much higher: -Asian students 90.8, Black/African 85%, Filipino 100%,Latin X 86%,Two or More Race85%, Unknown/Decline to state at 78.3%, and white at 89.1 %. How is OEM data so off with a success rate of 62% ? We believe the OEM data to not be accurate representation of all the classes offered. Other contributing factors that demonstrate exceeding college wide standards include the extensive amount of community outreach conducted by Instructor Philip Dimitriadis including: Male Achieving Success, Mujeres Achieving Success, Brea Olinda Carrer Day, Orange County School of the Arts Carrer and College Pathway Day, Placentia Unified Carrer Pathways, Anaheim School District Career Pathway, La Vista/La Sierra Dual Enrollment Partnership and Free Friday Drawing Event 6-9pm every Friday on its 13th year.

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**Where your program does not meet this standard, please examine the possible reasons and note any actions that should be taken, if appropriate.**

Any reasoning as the why students might be falling short in success or retention ratios would be attributed directly to Fullerton College, and the falling/lack of infrastructure support on campus. We believe ratios would be higher in retention and success if we had functioning open lab rooms for students and an allocation to properly replace and maintain computer work stations. (This last week I reviewed an adjunct instructor, and one of the students stated on the questionnaire “we had so many problems with our computers and software in the first 2 weeks, I finally dropped the class”. Our students rely extensively on an open working lab room with working computers and drawing monitors providing a dedicated workplace for students to work on school assignments outside of class, while also offering a place for our tutors to meet with students. The lack of infrastructure, financial support, computer replacement and proper maintenance at Fullerton College has hit a new pinnacle for Fall 2024. All funding for lab aides was withdrawn, forcing the closure of various lab rooms for students during the day and into the evening throughout the week. Combined with the lack of a campus computer replacement program, room1026 is falling apart with 8 year old computers and constant teacher station issues. A strong workforce grant was approved and is being prepared for replacement. Overworked ACT staff are barely finding enough time to properly prepare our rooms before the semester starts, and the campus still places financial support and computer replacement upon the shoulders of the fulltime staff, forcing them to write Strong Workforce grants every year, pulling them away from student interaction, outreach and teaching responsibilities. Fulltime staff are even forced to maintain many aspects of the lab rooms including: installations of software, purchasing, obtaining quotes, cable support, maintenance replacement, and monitoring/supervising vendor installations which are duties and responsibilities outside of our job requirements with no pay spent on the extra time to get everything running properly. The current support budget for Digital Arts has remained the same for the past 25 years, a dedicated $5900 a year not growing over the years to support the increase in multiple lab rooms, fulltime enrollment and expansion of CTE programs within the Art Department. As a college we also talk extensively about outreach and increasing enrollment for the future. Numerous attempts have been made to seek funding for outreach materials including publication, printing, and attending large industry conferences on design/ animation. The funding request for that is requested within Strong Workforce Grants and has been denied once again as of Fall 2024.

**Compare your data analysis in questions 1 and 2 to the review of data in your 2023 Annual Program Review update (available on the** [**Program Review and Planning Committee**](https://committees.fullcoll.edu/program-review/) **website). Are there significant changes? Do you notice any patterns from year to year?**

Student Data patterns: KPI data changes slightly after our 2023 Program Review. Regarding students, the only significant changes are a drop in percentage in learning outcomes/success ratios with Latin X students rising and African American students dropping slightly. In 2023 there was lower transition for Latin X students from 70.4% to 69.1%, with a raise in African American students moving from 47.1% to 58.8%. In 2024 there was an increase in Latin X Students from 69.2% to 71% and a drop for African American students from 58.8% to 53.8% The major patterns noticed is the continual lack of infrastructure support on the Fullerton College campus.

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**Part 2: Additional Resource Request Reasoning and Support Select one:**

We have reviewed our most recent self-study and have identified significant changes that necessitate additional resource requests.

**Request – Wacom Cintiq Monitor Replacement**

**Briefly describe your resource request.**

As of the start of Fall 2024, drawing monitors (Cintiqs) within the classroom teachers’ stations are approaching 6 to 8 years old and need to be replaced. Many are only intermittently functional.

**Is this request related to an essential safety need?** No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

The longer we wait the more likely we are to have non functional teacher stations. Our rooms are used every Fall, Spring, and Summer session with classes starting at 8am and ending at 10pm.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

Without workable teacher stations and drawing monitors the classrooms will come to a immediate halt, wasting valuable instruction time, while losing frustrated students as it did at the beginning of the Fall 2024 semester with software not properly installed.

**Is the resource request personnel-related?** No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Computer Hardware | Wacom Cintiq Drawing Monitors $3500 x 6= $21,000 + $1,575 tax+ 3 Year Extended warranty $3,000= $25,575 |
| **Total Requested Amount:** | $26,575 |

**Is the funding requested ongoing or one-time funding**? One time.

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)No

**Request – Outreach Materials**

**Briefly describe your resource request.**

Funding to print materials for outreach events, visitations and for our dual enrollment partners. This would include a new 40-page Entertainment Arts book with brochures and advertisements. Booking of a convention table at Light Box to help support future enrollment of our CTE programs. The outreach resource will aide in our current outreach efforts with local high schools and our dual enrollment partners growth allowing us to share information for future students. Especially with the visiting high schools on CTE Career Day and the Pathway Explorations events held on campus.

**Is this request related to an essential safety need?** No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

Outreach materials are required each year.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

**Is the resource request personnel-related?** No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

This allows us to continue to grow as a program while supporting all the other CTE and non CTE programs in the art department. The outreach resource will aide in our current outreach efforts with local high schools and our dual enrollment partners growth allowing us to share information for future students. Especially with the visiting high schools on CTE Career Day and the Pathway Explorations events held on campus.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Other | Industry convention $1,000  Outreach materials & book- $4,000 |
| **Total Requested Amount:** | $5,000 |

**Is the funding requested ongoing or one-time funding**? One time.

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)Yes

**Museum Studies Program**

**Part 1: Review of Data**

**1. Where your program meets or exceeds the college-wide standard for completion and success, to what do you attribute your success?**

We have nearly 100% success in our program. This is due to our excellent faculty & staff as well as our system of classes that creates a supportive community, which has offered students hands-on experience along with the opportunity to learn from professionals in the art world (artist and museum professionals). Now that our grant support of these programs has been eliminated, many of these opportunities will be lost or diminished without program review funding.

**2. Where your program does not meet this standard, please examine the possible reasons and note any actions that should be taken, if appropriate.**

3. **Compare your data analysis in questions 1 and 2 to the review of data in your 2023 Annual Program Review update (available on the** [**Program Review and Planning Committee**](https://committees.fullcoll.edu/program-review/) **website). Are there significant changes? Do you notice any patterns from year to year?**

**Part 2: Additional Resource Request Reasoning and Support**

**Request – Travel**

Since the museum studies program has lost all CTE funding for these activities, we would like to request:

Travel expenses for busses and entrance fees to museums $8,000 (The current allocation is shared with all of art history, and we would like to expand our trips for museum studies students, but also for outreach to all art & art history students. We did this out of our prior grant and it was very successful)

**Is this request related to an essential safety need?** No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

This funding is essential to have right away to support our program.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

The bus trips provide access to students who may not have the means to get to art museums and galleries, and helps us promote the museum studies program to art and art history students who may not have a career path in the arts.

**Is the resource request personnel-related?** No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

All of these requests have a direct impact on student success and equity for all art and art history students.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Other – bus travel and entry fees | $8000 |
| **Total Requested Amount:** | $8000 |

Finally, for each request, programs will be asked to respond to two check box yes/no questions:

**Is the funding requested ongoing or one-time funding?**

One-time funding – hopefully we will get grant funding again.

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)

Many of these bus trips are open to all students, and helps us engage and recruit for our programs.

**Request – Guest Speakers**

**Briefly describe your resource request.**

Guest speaker funding $8,000 (for speakers including artists and museum professionals)

**Is this request related to an essential safety need?** No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

This funding is essential to have right away to support our program.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

The guest speaker funding allows the gallery to exhibit artwork from a more diverse array of artists and offering our students direct access to these artists. We strive to represent our community so that all art students can see themselves represented, not just artists who can afford to lend us work with no compensation.

**Is the resource request personnel-related?** No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

All of these requests have a direct impact on student success and equity for all art and art history students.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Other – Guest Speakers | $8000 |
| **Total Requested Amount:** | $8000 |

**Finally, for each request, programs will be asked to respond to two check box yes/no questions:**

**Is the funding requested ongoing or one-time funding?**

One-time funding – hopefully we will get grant funding again.

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)

Many of these guest speakers are open to all students, and helps us engage and recruit for our programs.

**Request 3 – Collection Management Software**

**Briefly describe your resource request.**

Subscription fees for collection management software to teach students best practices.

**Is this request related to an essential safety need**? No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

This funding is essential to have right away to support our program.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

These subscriptions offer an important learning experience for our students.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Computer Software | $300 |
| **Total Requested Amount:** | $300 |

**Is the resource request personnel-related?** No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

All of these requests have a direct impact on student success and equity for all art and art history students.

**Graphic Design Program**

**Part 1: Review of Data**

**1. Where your program meets or exceeds the college-wide standard for completion and success, to what do you attribute your success?**

Students who pursue the full Fullerton College graphic design program have a high rate of completion and success. This can be attributed to a professional and engaged faculty and a comprehensive design curriculum. The Fullerton College graphic design program equips students with the technical skills, creative problem-solving abilities, and professional knowledge necessary for a competitive industry. It features a robust curriculum blending traditional design principles with cutting-edge digital tools, ensuring students master areas such as branding, UX/UI, and multimedia design. Success is measured by high student engagement, strong portfolios and transfer rates to four-year programs

**2. Where your program does not meet this standard, please examine the possible reasons and note any actions that should be taken, if appropriate.**

The main source of sub-standard results is our introductory course, GRFX 100 Graphic Design I. This course attracts many students who are taking the course for career exploration or as an elective to another major. The courses in the Graphic Design Program do not have prerequisites, so students enrolling in this course often have no experience on computers or with the Adobe Creative Suite software, which is industry standard. Having to learn both basic design principles as well as new software can be challenging to students who aren’t invested in the program. Historically, only 25-30% of students enrolled in GRFX 100 Graphic Design I continue with the more advanced courses in the program. We typically offer four sections of this course with a seat count of 100 to ensure that we have adequate enrollment for the more advanced courses in future semesters.

One possible solution would be to reinstate prerequisites for this entry level course, but the fear is that this would discourage students looking for career exploration and would impact enrollments not only for this course but for the entire Graphic Design program. This is what has happened in the past and is the reason the prerequisites for all the courses in the Graphic Design program were dropped many years ago.

3. **Compare your data analysis in questions 1 and 2 to the review of data in your 2023 Annual Program Review update (available on the** [**Program Review and Planning Committee**](https://committees.fullcoll.edu/program-review/) **website). Are there significant changes? Do you notice any patterns from year to year?**

The Graphic Design program continues a slow recovery in enrollments, completions and success from the drop caused by the Covid pandemic. Disaggregated KPI data show a drastic drop in completion and success rate for Black and Filipino populations, but the sample size is too small (5 and 1 respectively) to draw any definite conclusions.

**Part 2: Additional Resource Request Reasoning and Support**

We have reviewed our most recent self-study and **have identified significant changes** that necessitate additional resource requests.

**Request – Room 1025 Updates**

**Briefly describe your resource request.**

The cabinetry and flat files in room 1025 are over 50 years old and are disintegrating and increasingly unusable. The existing casework needs to be removed and replaced. The current student seating in room 1025 is reaching the end of its usable lifespan and is increasingly falling apart. Funding for this is not available through Perkins. This could possibly be funded through Strong Workforce.

**Is this request related to an essential safety need?** Yes. As the cabinetry continues to deteriorate, students are exposed to splintered wood and sharp metal hardware. There is also a structural integrity issue resulting in a collapse risk in the event of an earthquake. The broken seating represents a fall risk for students.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Facilities – Cabinetry | $37,000.00 |
| Equipment - Seating | $5,000 |
| **Total Requested Amount:** | $42,000 |

**Is the funding requested ongoing or one-time funding**? One Time

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf) No

**Request – Graphic Design Student Computer Replacement**

**Briefly describe your resource request.**

Computer replacement. The 25 student computers in room 1025 have reached their replacement age. Without replacement the current computers may increasingly be unable to run current industry standard software.

**Is this request related to an essential safety need?** No.

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

It will have to be replaced sooner rather than later to meet current industry standards. This could possibly be funded through Strong Workforce.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

Replacing the computers will bring the program and instruction up to current industry standards and allow the program to offer training in new and emerging technology.

**Is the resource request personnel-related?** No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

Replacement computers will bring the program up to industry standards as well as match the resources available at other competitive community colleges.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Computer Hardware | $70,000 |
| **Total Requested Amount:** | $70,000 |

**Is the funding requested ongoing or one-time funding**? One Time

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf) No

**Studio Arts**

**Request – Air Filtration, Sculpture Workshop**

**Briefly describe your resource request.**

Requesting funding for better air cleaning capability in the sculpture workshop. This is in two parts, a ceiling-mounted air filtration system and a mobile dust collector.

The current Air Filtration System is not operational (estimated installed in 1960’s). An air filtration system filters the air from harmful wood and plaster dust, caused by student use of power tools and materials. Wood and plaster dust is a hazard to faculty, staff, and students. We are improving the safety of the sculpture area by upgrading safety equipment and procedures. With $1400 funding, we will install a JET ceiling-mounted air filtration system (estimated $900, plus an additional $400 for washable filters, replacement filters, and hardware).

​​<https://jettools.com/afs-2000-1700cfm-air-filtration-system-3-speed-with-remote-control>

Mobile Dust Collector. A workshop dust collector collects harmful wood and plaster dust directly from the equipment. Wood and plaster dust is a hazard to faculty, staff, and students. The current dust collection is not adequate for our current student use of the sculpture workshop, and is estimated to have been installed in the 1960’s. We are improving the safety of the sculpture area by upgrading safety equipment and procedures. With $1500 funding, we will install a JET Mobile Dust Collector ($1,250, plus an additional $250 for hoses, connectors, replacement filters and bags).

Jet Mobile Dust Collector: <https://www.grainger.com/product/JET-Wood-Dust-Collector-Single-29YR50>

**Is this request related to an essential safety need?**

Yes, this request is essential for safety of faculty, staff, and students: There is an increase in use of the workshop requiring updating the equipment. We are using fewer hazardous materials (such as epoxies/urethanes) and using more wood and plaster for sculpture/3D projects. This requires more adequate dust collection.

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

Requesting funding for a air filtration is requested now rather than the next comprehensive self-study because faculty and staff are making a concerted effort to increase safety of the sculpture area facilities, procedures, and equipment. We are rearranging the workshop layout for optimal use of space and upgrading antiquated safety equipment.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

Resources allocated for these systems will enhance safety, student learning and experience, and demonstrate safe practices for students. The current dust collection system is unable to keep up with the increase of student use of power tools, making the workshop antiquated and unprofessional.

**Is the resource request personnel-related?** No.

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

Installing a an air filtrations system and a mobile dust collector will serve the college mission and the Art Department’s goals for improvement by:

* Aligning with the college mission to support successful learners and responsible leaders by improving safety and demonstrating professional working environments.
* Aligning with the college value of Responsibility, by providing students with additional safety, and providing long-term preventative measures for the safety of faculty and staff.
* Aligning with the college value of excellence by holding ourselves accountable to high standards, by demonstrating professional working environments for future artists/designers.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Equipment | Mobile Dust Collector, Sculpture Workshop, $1500  Air Filtration System, Ceiling Mounted, $1500 |
| **Total Requested Amount:** | $3000 |

**Is the funding requested ongoing or one-time funding?** One Time.

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)No.

**Request – Printing Press**

**Briefly describe your resource request.**

Requesting funding to purchase a new, larger etching press to replace two ageing presses. The current printing presses used in our printmaking courses are over fifty-years-old and require constant maintenance and are limited to printing small and medium-sized prints. The benefits of purchasing a new, larger printing press: the ability to make larger prints. The freedom to choose between a variety of print sizes will enable students to expand their printmaking projects. A larger printing press will enable the department to offer visiting artists more options when choosing print sizes for editioning. A newer printing press will require less time maintaining it and add to the efficiency of teaching and printing.

**Is this request related to an essential safety need?** No.

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

The request for a new printing press is long overdue. Reasons for an immediate request include the addition of Art 136 Relief Printing, that has increased the use of the current presses. Future printmaking courses are being planned such as intaglio, monotype, and book arts. These will require a newer, more reliable printing press and we would like to get the press before the courses are approved. Current and future collaborations with the Museum Studies program and the Fullerton College Art Gallery that utilize the printing press for demonstrations and exhibition related prints. Current and future collaborations with our Artist-in-Residence program and the Fullerton College Art Press, founded in 2017. The sooner we can acquire a press, the sooner we can offer future AiR’s printing options when planning an edition. Our next artist-in-residence is slated for March 2025. We would also like to expand the FCAP to include artists from the community in general.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc., to continue or improve student learning and achievement?**

This additional resource allocation will enhance our program by directly serving students who will get the benefit of creating original prints for art portfolios used when applying to four-year university art departments and jobs. Enhancing our artist-in-residence program and other activities across the campus such as KinderCaminata and other promotional outreach events. Allowing students from Museum Studies and Art History to experience printmaking and make connections to conservation, cataloging, and printing processes.

**Is the resource request personnel-related?** No.

**How will this additional resource allocation help you serve the college mission or strategic initiative, and/or your program’s goals for improvement, as stated in your last program review?**

This additional resource allocation will serve the college mission and the Art Department’s goals for improvement by expanding our course offerings in printmaking. Access to better equipment and a variety of printmaking disciplines will enable an array of diverse voices in creating art. Enhancing and reinforcing visual communication. Updating and modernizing our printing press to enable higher quality prints for students, visiting artists, and strengthen connections to community members during outreach events.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Equipment | Takach 4072 Floor Model Etching Press/Hand Operated - $20,000 |
| Supplies | Felt etching blankets--$250  Registration Grids--$75  Press Lubrication Kit--$75  Floor model casters--$500  Floor model protective bed cover--$150 |
| Other | FedEx Freight Shipping-$1,500 |
| **Total Requested Amount:** | $22,500 |

**Staffing Request – Sculpture Lab Technician: Increase Hours and 12-month Position (50% increase of current position)**

**Briefly describe your resource request.**

Requesting an increase in hours for our Sculpture Area lab technician position and shifting the position from a 9-month to a 12-month/100% position, totaling roughly $70,000 annually. This request is to **ensure safety** in the sculpture facilities, to more accurately reflect **current lab tech duties**, to schedule Lab Tech hours during all hours of instruction, and to improve student/faculty safety and experience. This is not a reclassification request.

The benefits of increasing the Sculpture Area Lab Tech to a 12-month/100% position. Maintain current position description, with an annual hour increase of **50%**. **Increased safety** for students using bandsaws, drill presses, sanders, metal casting equipment, and safe and appropriate use of dangerous materials/chemicals. The current 9-month position is required to take vacation during the academic year (precisely when students/faculty require assistance). Whereas a 12-month/100% position could plan vacations when classes are not in session. There is an increase in faculty requesting assistance from the current sculpture lab tech, which he currently cannot fulfill adequately. Requests for his assistance have increased in Gallery, Printmaking, and Art.

​​

**Is this request related to an essential safety?**

Request is related to enhance safety, not necessarily *essential safety.*

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

Increasing the Sculpture Area Lab Tech to a 12-month/100% position is requested now rather than the next comprehensive self-study as the current Sculpture Lab tech hours/availability do not cover all hours that students are using power tools, casting equipment, and materials/chemicals. The current Sculpture lab tech and Sculpture Professor Klutch Stanaway are improving safety in the sculpture area. The Sculpture facility requires constant monitoring and purchasing of materials, supplies, tools, equipment, which the current position is not adequately able to support.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

This additional resource allocation will specifically enhance the Art Dept program by improving safety, student learning, and achievement by adding Sculpture lab tech hours to the Morning, afternoon, and all-day Friday. The current position is only scheduled for 4-5 hours M-Th, and only during Fall/Spring instruction. By adding additional lab tech hours to support Art and Gallery faculty/staff. By adding hours to the summer, which will be used to make safety-related improvements to facilities and to support summer faculty/staff in Art and Gallery. These additional hours will meet the demand on the Sculpture Area’s increase in DSS student enrollment, who are required to use power equipment/tools, who generally require more monitoring and guidance.

Is the resource request personnel-related? If so, please provide evidence to justify the requested positions such as retirements, program growth or curricular demands, full-time/adjunct ratios, etc.

Increasing the Sculpture Area Lab Tech to a 12-month/100% position is requested due to increased student, staff, and faculty demand. Increased student demand and interest in using power tools, sculpture casting equipment, and materials/chemicals, requiring more hours to safely monitor class sessions. Increased use of tools and equipment, which require more maintenance to use safely. Faculty/Staff have **increased need of assistance** from the Sculpture Lab Tech, which the current position is unable to adequately support.

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

This additional resource allocation will serve the college mission and the Art Department’s goals for improvement by aligning with the college mission to support successful learners and responsible leaders by improving safety and providing additional support in the sculpture lab/workshop. Aligning with the college value of Responsibility, by providing students with additional safety, more access, assistance, and support. Aligning with the college value of excellence by holding ourselves accountable to high standards, by expanding hours of instructional support for art students.

For each separate resource request, programs will complete this chart with details of the request:

|  |  |
| --- | --- |
| **Type of Resource** | **Itemized Requested Dollar Amount** |
| Personnel | Sculpture Lab Technician: Increase Hours and 12-month Position (50% increase of current position) |
| **Total Requested Amount:** | $35,000 **additional** requested annually |

**Is the funding requested ongoing or one-time funding?** On-going

**Is the funding requested for** [**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf) No