



**Annual Update**  
**Approved 9/2/08 Governing Council**

This Annual update is due on March 25<sup>th</sup> of each year that your three year Program review and planning document is not due. Please email a copy of this to your Division dean, the VP of Instruction and the Academic Senate President.

1. What is the name of your Department and/or Division?

Multimedia/Business Technology

2. List the names of everyone who participated in developing this annual update.

Prepared by Sam Sanchez. Reviewed by Diana Bennett.

3. Based on the elements in your Annual Update Data Sheet (Provided by IRP to your dean) and goals stated in your most recent Program Review, please identify any key successes and challenges.

Multimedia is now part of the new Digital Media (DGME) department consisting of GRA, BCST, & JOUR. Classes and degree/certificate requirements are undergoing changes to fit this new group.

4. Are you on track for meeting the goals/targets that your program identified in its most recent Program Review? If not, please explain possible reasons why. If needed, update your goal/targets based on these reason.

DGME recently emerged from PIV. All parties are in the process of updating their classes.

5. Have you identified any new goals or projects for the program to focus on during this next year? Please explain (grants, stipends, initiatives, etc.)

Yes. Greater articulation and outreach to high schools.

6. Are there any critical issues you expect to face in the coming year? How will you address those challenges?

Lower enrollment due to recession. New "boutique" classes, greater articulation and outreach to high schools.

7. Student Learning Outcome and Assessment focus for this year:

- a. Academic areas: Identify at least one course SLO in on which to focus. Describe the assessment strategies you will use and your method of reflection and documentation for this cycle.

New classes are being developed with new SLOs as per the PIV committee recommendations. We can complete this section in the next Program Review.

- b. Student services areas: TBD

NA

**8. SUMMARY OF RESOURCES NEEDED TO REACH PROGRAM ACTION STEPS** (*Data resources: Educational Master Plan, GE-SLOs, SLOs; department records; Core Program and Student Success Indicators; previous Program Review and Planning reports*)

*See attachment.*

Sam Sanchez \_\_\_\_\_ March 25 2009  
*Primary faculty contact* *Date*

Diana Bennett \_\_\_\_\_ March 25 2009  
*Additional faculty* *Date*

\_\_\_\_\_  
*Additional faculty* *Date*

**8. SUMMARY OF RESOURCES NEEDED TO REACH PROGRAM ACTION STEPS**

Full-Time Faculty Positions Requested: none

Classified Positions Requested: none

Instructional Resources Requested: none

Learning Resources Requested: see below

*Note: All prices quoted are good for (30) days from date of report. Prices and product lines may change prior to approval of purchase. At time of approval, other equivalent products may be ordered to meet the equipment requirements.*

**Pro Tools LE 8 (Software)**

Priority: High

Status: Upgrade

We are using Pro Tools LE v.7.1.3 in the Multimedia Lab (27-100). Pro Tools LE v.8 is a major upgrade to the digital audio recording application. This upgrade will keep the program competitive with other Pro Tools training facilities and make us more attractive to potential students because we will be teaching the latest version of the application. The Pro Tools 110 Software Subscription gives us 25 user seats of the Music Production Toolkit & Digital Toolkit. The toolkits are additional software plug-ins that add greater functionality to the Pro tools LE application. The DV Toolkit will give students SMPTE timecode to allow them to do audio work for film and video. Digital audio production classes (MULT 297 Pro Tools LE and MULT 317 Digital Studio Recording) will be severely affected if this request is not granted. Potential students may opt for another training facility teaching the latest version of Pro Tools LE.

Qty	Description	Unit Price	Ext. Price
17	Pro Tools LE 8	\$149	\$2,533
1	Pro Tools 110 Software Subscription (DV & Music Production Toolkit)	\$1,000	\$1,000
Subtotal			\$3,533
Tax			\$291.47
Shipping & Handling (local pickup)			NA
Vendor: Digidesign, Daly City, CA			

Qty	Description	Unit Price	Ext. Price
		Total	\$3,824.47

### Canon XH-A1 HDV Digital Camcorder & Accessories

Priority: High

Status: New & Upgrades

This equipment is needed for MULT 184 Digital Video and MULT 387 Digital Video Workflow. Both classes are concentrating more on digital filmmaking and less on post-production. Currently, the students are using small consumer camcorders for their projects, and do not have easy access to recording equipment or light kits. The new camcorders will allow students to gain hands-on experience using a professional HDV camcorder for their fiction and documentary films. Students will also learn about digital audio recording using professional microphones, and lighting using a professional lighting kit. Approval of this request will allow us to compete with other digital filmmaking programs by having professional equipment. If this request is not granted, potential students may opt for another training facility with the proper gear for digital filmmaking.

Qty	Description	Unit Price	Ext. Price
5	Canon XH-A1 HD Digital Camcorder B&H #CAXHA1	\$3,099.95	\$15,499.75
5	Vinten PRO-06-HDVF Protouch Lightweight Tripod System B&H #VIPRO6HDVF	\$999.95	\$4,999.75
5	Kata CC-193 Shoulder Case B&H #KACC193	\$130	\$650
5	B+W 72mm UV Haze Glass Filter B&H #BWUVMC72	\$68.50	\$342.50
5	Canon BP-970G Lithium-Ion Battery Pack B&H #CABP970G	\$149.95	\$749.75
5	Rode NTG-1 Shotgun Condenser Microphone Basic Kit B&H #RONTG1BK	\$529.95	\$2,649.75
5	Birns & Sawyer Clapper B&H# BIDES	\$28.95	\$144.75
5	Impact Collapsible Circular Reflector Disc - Silver, White 42" B&H #IMRD42SW	\$32.95	\$164.75

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Qty	Description	Unit Price	Ext. Price
3	Lowel Interview Three Light Kit B&H# LOOTK	\$658.95	\$1,976.85
2	Samson UM1/77 Series -UHF Lavalier MT350 Microphone System B&H# SAU77L350U1 B&H# SAU77L350U2	\$169.95	\$339.90
2	Samson UM1/77 Series -UHF Lavalier LM5 Microphone System SAU77LLM5U1 SAU77LLM5U2	\$249.95	\$499.90
2	Canon VIXIA HV30 HDV Camcorder (will be used as a video deck)	\$604.95	\$1,209.90
2	Impact Collapsible Oval Reflector Disc - White Translucent 41x74" B&H# IMRD4174WT	\$64.95	\$129.90
Subtotal			\$29,357.45
Tax			\$2,421.99
Shipping & Handling			\$445.40
Vendor: B&H Photo & Video, New York City, NY			
Total			\$32,224.84

### Presonus FireBox Digital Audio Interface

Priority: High

Status: New

This audio interface will allow MULT 184 Digital Video and MULT 387 Digital Video Workflow students to record high-quality voiceover directly into Final Cut Pro. Currently, students do not have this capability. If this request is not granted, students will have to use a cumbersome work-around to record voiceover for their films.

Qty	Description	Unit Price	Ext. Price
1	PreSonus FireBox - 6 Input / 10 Output FireWire Interface	\$329	\$329
Subtotal			\$329
Tax			\$27.14

Qty	Description	Unit Price	Ext. Price
	Shipping & Handling (local pickup) Vendor: Gelb Music, Redwood City, CA		NA
		Total	\$356.14

### Studio Monitors

Priority: High

Status: Replacements

Students in MULT 297 Pro Tools LE and MULT 317 Digital Studio recording need to have an alternate set of studio monitors to compare their mixes. We had a pair of JBL Control 10s but a speaker failed due to age and use. The new M-Audio would replace those monitors. Approval of this request will allow us to continue to offer our students real-world experiences. If this request is not granted, students will not be exposed to this critical listening experience.

Qty	Description	Unit Price	Ext. Price
1	M-Audio Studiophile AV 40 Powered Reference Speaker System	\$149	\$149
		Subtotal	\$149
		Tax	\$12.29
	Shipping & Handling (local pickup) Vendor: Gelb Music, Redwood City, CA		NA
		Total	\$161.29

### Microphones

Priority: High

Status: New

These new microphones will allow students in MULT 297 Pro Tools LE and MULT 317 Digital Studio Recording to choose and compare the the recording quality of various microphones in a variety of applications. If this request is not granted, students will lose this critical skill.

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Qty	Description	Unit Price	Ext. Price
1	Audix CX-212 Multi-Pattern Large Diaphragm Condenser Microphone	\$499	\$499
1	Audio-Technica AT4041SP Studio Microphone Pack	\$499	\$499
2	Shure SM57 Instrument/Vocal Mic	\$99	\$198
Subtotal			\$1,196
Tax			\$98.67
Shipping & Handling (local pickup) Vendor: Gelb Music, Redwood City, CA			NA
Total			\$1,294.67

**Digidesign Mbox 2 Mini & Mbox 2 Pro (digital audio interfaces)**

Priority: Medium

Status: New

Enrollment and interest has been steadily growing in MULT 297 Pro Tools LE and MULT 317 Digital Studio Recording. Additional Mboxes are needed to support the number of students in the class. The Mbox 2 Mini will be used in the Multimedia Lab to supplement the existing 16 Mbox 1 digital audio interfaces. The Mbox 2 Pro Factory will be used in the lab and recording studio (26-142) to demonstrate digital audio archiving of LPs and tapes. Students in the Electronic Music Program can also use the equipment for their projects. If this request is not granted, students may have to “double-up” and share the Mboxes when the classes are in lab. Potential students may opt for another training facility that will allow them to work on their projects alone.

Qty	Description	Unit Price	Ext. Price
5	M-Box 2 Mini	\$329.00	\$329.00
1	M-Box Pro Factory	\$899.00	\$899.00
Subtotal			\$2,544.00
Tax			\$209.88
Shipping & Handling (local pickup) Vendor: Gelb Music, Redwood City, CA			NA

Qty	Description	Unit Price	Ext. Price
		Total	\$2,753.88

**McDSP Emerald Pack (Software)**

Priority: Medium

Status: New

McDowell Signal Processing (McDSP) makes a suite of professional audio plug-ins for recording, editing, and mixing in Pro Tools LE. Plug-ins include convolution reverb, compressors, EQs, filters, tape emulation, virtual synthesizers, and guitar amps. Students in MULT 297 Pro Tools LE, & MULT 317 Digital Studio Recording can use these plug-ins for their projects to further their education in digital audio production. Students in the MUS 293 Audio for Media can also use these plug-ins for their video projects. No adverse effect if this request is not granted. Students will continue to use the audio plug-in software currently licensed.

Qty	Description	Unit Price	Ext. Price
1	McDSP Emerald Pack (Software)	\$1395.00	\$1395.00
		Subtotal	\$1395.00
		Tax	\$115.09
	Shipping & Handling (local pickup)		NA
	Vendor: Gelb Music, Redwood City, CA		
		Total	\$1,510.09

**Vendors**

Gelb Music, 722 El Camino Real  
 Redwood City, CA., 94063  
 650-365-8878  
*District Approved Vendor*

B&H Photo Video  
 420 9th Avenue  
 New York, N.Y. 10001  
 866.264.7509  
*District Approved Vendor*



Digidesign  
2001 Junipero Serra Blvd  
Daly City, CA 94014  
(650) 731-6300