Annual Update
Approved 9/2/08 Governing Council

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

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

> Multimedia, Business and Technology

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

> Diana Bennett, Professor Multimedia

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.

> The Multimedia department recently went through the PIV process. We have received input from the PIV committee and from industry experts and are implementing major changes in the program. Our goals include--but are not limited to—merging into a Digital Media Program with Graphics, Broadcasting, and Journalism. Other areas to address are increasing enrollment, updating curriculum, increasing articulation, increasing high school outreach, and reducing hardware/software costs.

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.

> Goals met:
> 1) Revised 8 wk courses back to semester-length classes
> 3) Performed SLO assessments at program level
> 4) Completed Multimedia Career Survey Course
> 5) Offered Multimedia Career Survey Course, summer 2008
> Goals not met:
> 1) Increase enrollment through articulation with high schools and 4 yr institutions
> 2) Offering courses recommended from the industry

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.)

1) Increase articulation with high schools and 4 yr institutions
2) Increase transfer rates with 4 yr institutions
3) Update curriculum to include breadth and depth to prepare student for industry.
4) Development of new courses in Web Design- database driven, Design Foundations, Interface Design, Accessibility
5) Develop outreach programs to high schools
6) Work collaborative within the Digital Media group.
7) Development of online courses to meet students needs

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

1) Merging into a cohesive Digital Media Program with Graphics, Broadcast, Journalism
2) Increase enrollment
3) Revise existing curriculum
4) Updating faculty skill set

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.

Students will work in a collaborative environment with team members where emphasis will be on collaborative work with team members and clients producing "real-world" projects. Teams will be creating multimedia projects, using production and design techniques covered in previous courses. Teams will be responsible for handling all aspects of the project, that include but are not limited to project conception, planning, design, production, usability, functionality, launching and/or final output to appropriate media as well as interacting with clients.

   b. Student services areas: TBD

Input text here.

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)*

   a. In the matrices below, itemize the resources needed to reach program action steps and describe the expected outcomes for program improvement.* Specifically, describe the potential

outcomes of receiving these resources and the programmatic impact if the requested resources cannot be granted.

Note: Whenever possible, requests should stem from assessment of SLOs and the resulting program changes or plans. Ideally, SLOs are assessed, the assessments lead to planning, and the resources requested link directly to those plans.

Full-Time Faculty Positions Requested	Expected Outcomes if Granted and Expected Impact if Not Granted	If applicable, briefly indicate how the requested resources will link to achieving department action steps based on SLO assessment.
Input text here.	Input text here.	Input text here.

Classified Positions Requested	Expected Outcomes if Granted and Expected Impact if Not Granted	If applicable, briefly indicate how the requested resources will link to achieving department action steps based on SLO assessment.
Upgrade existing PT to Full Time Instructional Aide	Complete lab coverage for all departments and programs (Graphics, Broadcast, Electronic Music, Community Ed) utilizing the MM Lab.	Technical and Computer Competency

b. For instructional resources including equipment and materials, please list the exact items you want to acquire and the total costs, including tax, shipping, and handling. Include items used for instruction (such as computers, furniture for labs and centers) and all materials designed for use by students and instructors as a learning resource (such as lab equipment, books, CDs, technology-based materials, educational software, tests, non-printed materials). Add rows to the tables as necessary. If you have questions as to the specificity required, please consult with your division dean. Please list by priority.

Resources Requested	Expected Outcomes if Granted and Expected Impact if Not Granted	If applicable, briefly indicate how the requested resources will link to achieving department action steps based on SLO assessment.
Item: Adobe Software Renewal **Number:** 70 **Vendor:** Adobe **Unit price:** see quote **Total Cost:** 37,066.34 **Status*:** Renewal Quote attached SO 88203	Granted: Current with industry standards. Not Granted: Students will not be able to compete in the job market without current skills.	Demonstrate the use of multimedia software. Ability to differentiate between most appropriate software to use Ability to evaluate the. limitations of each software.

Status = New, Upgrade, Replacement, Maintenance or Repair.

Diana Bennett   April 13, 2009

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Primary faculty contact   *Date*

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Additional faculty   *Date*

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Additional faculty   *Date*