Administrative Leadership Unit Review (ALUR) Template for FY 2023-24

Date: 3/1/2023

Division: SSCA

Division Dean/VP: Redding Lapuz

Program(s) within your division: Click or tap here to enter text.

I.   **List the programs that fall within your Division.**

The Social Science & Creative Arts Division houses the following 19 academic programs:

Administration of Justice (AA, AS-T, Certificate)
Anthropology (AA-T)
Art: Studio and Art History (AA, AA-T, Certificates)
Digital Media & Design (AA, Certificate)
Drama
Economics (AA-T)
Ethnic Studies
Film
Geography (AA-T)
History (AA-T)
International Studies (AA)
Music (AA, AA-T)
Paralegal Studies (AA, Certificate)
Philosophy (AA-T)
Political Science (AA-T)
Psychology (AA, AA-T)
Social Justice Studies (AA-T)
Social Science/Interdisciplinary Studies (AA)
Sociology (AA-T)

In addition, the following programs are housed within the SSCA Division:

Theater
Art Gallery
Kababayan
Project Change (Fall 2022 only – moved to SESP Division Jan 1, 2023)
Honors Transfer Program
Psi Beta Honor Society
uSOAR – Undergraduate Symposium of Academic Research

II. **Briefly describe any major changes to the Division or Programs' purview and functions during the past year.**

The most significant shift within the Social Science/Creative Arts Division this academic year is regarding our Project Change program. The program was originated in 2019, first serving students in the San Mateo Juvenile Hall and later expanding to an on-campus program for justice-impacted students. While we received small amount of funding through local foundation and later state-side funding, there has not been sufficient funding to hire staff for the program. Because of the high needs nature of our Project Change students, we have collaborated with various Student Services departments and programs to secure support Project Change students. In an effort to ensure that our students have the wrap-around services that they need, as well as access to programming, services, and resources, the college has determined that Project Change will be housed in the Student Equity and Support Programs Division, under the leadership of Dr. Cheryl Johnson. Michael Stokes is serving as the lead for the program, in addition to his current roles. The program has transitioned in January 2023 and will be fully supported by SESP moving forward.

Our Ethnic Studies department now has two FT Tenure-Track faculty and has begun to develop curriculum for alignment with existing Ethnic Studies programs and is awaiting the state-wide creation of an Ethnic Studies AA-T degree.

III. Review the Improvement Platform's "General Information Summary" dashboard for program review completion and **note which programs within your division are (a) missing a CPR/PRU for their designated year, and are (b) scheduled for a CPR and/or PRU next year.**

   a. **The following program are missing their CPR/PRU for the designated year:**
      i. ECON – PRU (due Fall 2022)

   b. **The following programs are scheduled for CPR/PRU in the next academic year**
      i. ADMJ – CPR 2023-2024
      ii. LEGL – CPR 2023-2024
      iii. SOCI – CPR 2023-2024
      iv. ANTH – PRU Fall 2023 (postponed from Fall 2022)
      v. DMAD – PRU Fall 2023
      vi. ETHN – PRU Fall 2023

IV. Review the Improvement Platform's "Course SLO/ PSLO Assessment" dashboard for your division and **note progress on course SLO assessment (for instructional/ student service programs with courses) or program SLO assessment (for student services programs) for the current three-year cycle? Which programs may need your support, and how will you support them?**

We are in the first year of SLO assessment, so many of the classes have not yet been assessed, or the information has not yet been entered into the new Platform. As a division we have the largest number of classes to assess at a total of 238 classes. Art and Music have the largest number of courses and they have faculty who excel at coordinating these efforts, so I have no doubt that they will meet their goals. We do have several departments that do not have FT faculty (DRAM, FILM, SJS, SOSC) and I will work with our FT pool of faculty to support the assessment of those classes. It will be important that there is faculty support consistently through FLEX and various workshops to support faculty learning this new Platform system.

RECOMMENDATION: I recommend that the PRIE office make an on-demand training video and post on their website, so that faculty have the support available when they need it.

V.   **Briefly describe the major challenges and achievements for your Division over the past year.**

CHALLENGES: Some of the biggest challenges that we have faced as a division are:

- **Staffing:** As one of the largest divisions in the college with the highest enrollments and a wide range of auxiliary programming and specialty music/art labs, we are understaffed and need additional permanent support to continue to provide our students with outstanding educational experiences. We desperately need a Music IAII position to support our sheet music and instrument collections, as well as our internal/external performances and community engagement programming. We need additional administrative support in the division office to manage the wide range of programming and student programming, so we are requesting an additional PSC position.

- **Facilities:** We have experienced a very challenging year with regard to our facilities. The B1 upgrade project was designed to be completed while we are occupying the space, which means we are constantly experiencing disruption to our classes and spaces. In particular, the loud sound disruption of construction work has been detrimental for our music classes and ensembles. The project has been impacted by supply-chain and a variety of challenges, meaning that classrooms were not ready when expected and we have had to make continuous adjustments to locations and spaces for our classes. B1 is also experiencing temperature concerns and faculty/students have had to endure extreme heat and cold temperatures for multiple semesters. We also have not had technology in many of our spaces in Fall 2022 and continuing on to present (Spring 2023).

- **Sheet Music Collection Damage:** We also experienced a great loss with the flooding of our sheet music collection, that was temporarily stored in our theater green room during the upgrade of our storage system. Roughly 58 storage boxes of sheet music was damaged, amounting to thousands of pieces of music impacted. We do not currently have a resolution to this impactful loss.

ACHIEVEMENTS: We have also experienced many achievements and built innovative collaborations in support of our students:

Curriculum & Programs:

In Spring 2021, the SMCCD District and Skyline College committed to creating an Ethnic Studies department and degree. We are working to develop the courses for a future transfer degree. We will be hiring adjunct faculty for the coming year, in addition to our two new FT Faculty in Ethnic Studies from Fall 2022. Additionally, we are hoping to develop three new AA and AA-T degrees within our already existing programs, and have initiated curricular surveys with our articulation officer, Marianne Beck, as well as scheduled curriculum consultations with our Curriculum Committee team. The proposed degrees for development include:

1. Ethnic Studies AA (AA-T once approved at state level)
2. Film, Television, and Electronic Media AA-T
3. Theater Arts AA-T

Additionally, there is discussion at the state level around Social Justice Studies and Ethnic Studies degrees, disciplines, and minimum qualifications. There will likely be some changes to the SJS degree that we will adapt to as needed. We are also in the early stages of planning for a potential Commercial Music degree option within our music department, as well as some medium specific certificates in Studio Arts.

Co-Curricular Creative Arts Programming:

- **The Musical:** A massive collaborative undertaking between the Music, Dance, and Theater departments at Skyline College, the Spring Musical is a professional quality production that creates opportunities for our students to performs and learn all elements of production. This year we will feature *Heathers, The Musical* with faculty director/choreographer and Broadway performer Gary Ferguson with musical direction from faculty and composer Dr. Jude Navari and set/production design by Disney's (and Skyline's) Josh Harris. Due to the amazing audition turn-out, the show has been double cast. Unfortunately, the theater upgrade will not be completed as scheduled and the production will be moved to the Skyline Gallery.
  - **Collaboration:** Due to the challenging themes in *Heathers, The Musical*, we have collaborated with Active Minds Club, Psi Beta Psychology Club, and Skyline's Mental Health Services to provide direct support to the cast and we are hosting an event for the campus community prior to the musical production which includes a performance and panel discussion with student performers, club members, and a mental health professional: *Watching and Weaving Difficult Stories: A conversation about Bullying, Suicide, Sexual Assault and School Violence as depicted in Heathers, The Music.* April 12, 2023

- **Empty Bowls/ Food for Thought:** Cultivated through the Skyline College Civic Engagement Initiative, Empty Bowls and Food For Thought Week provides an opportunity to better understand how individual, local, national, and global choices and actions interconnect; and how each of us can recognize and take responsibility for our own choices and actions, disrupting global inequities. This weeklong event includes a film screening of *Wasted: The Story of Food Waste*, a panel discussion of *The Impact of Choices & Actions* (both sponsored by the Critical Global Citizenship PIF and the Library) and Empty Bowls, a SSCA collaborative community action event.
  - *Empty Bowls* is held biannually at Skyline College, led by the Ceramics Department and Prof. Tiffany Schmierer. This worldwide movement by artists to lesson food insecurity, cultivates social responsibility through creative service and encourages participants to join together to create ceramic bowls. The Empty Bowls event will include Music, Drama, and Dance student performances, campus and community organizations dedicated to fighting food insecurity, hundreds of ceramic bowls to choose from (tickets needed), and a soup dinner that is free and open to all. Proceeds go to lesson food insecurity on our campus and in our community.
  - **Collaboration:** With a record number of 300+ bowls created, his year Skyline College's Ceramics Department partnered with ceramics students from Burlingame High School, Capuchino High School, Hillsdale High School, and College of San Mateo. Prof. Schmierer also hosted two campus workshops open to Skyline faculty/staff to assist in the creation of bowls.

- **SWA Art Exhibition:** Due to the ongoing construction, we were unable to host gallery shows in our Skyline Art Gallery during the 2022-2023 academic year. To ensure that students have the opportunity to show their work and experience a professional exhibition process, the Skyline Art Department collaborated with the Society of West-Coast Artists to host an exhibition in downtown San Bruno at the SWA gallery. The exhibition ran from Oct 5 – Nov 4th and featured an artist reception for current and alumni students. The exhibition was curated by Skyline Art Professor and Gallery Coordinator, Amir Esfahani, and featured painting, drawing, photography, sculpture, and ceramic art created by Skyline Art students and alumni. This location brought Skyline Art program into the community and allowed our students to have professional quality exposure.

- **Soundscape:** In Spring 2023, Skyline College SOUNDSCAPE Vocal Jazz Ensemble led by Music Professor Michelle Hawkins, performed at the Columbia College Jazz Festival. The festival is hosted by Columbia College of Sonora, CA and features high school and college groups from around California. Skyline College's SOUNDSCAPE Vocal Jazz Ensemble performed a set and participated in a 30-minute workshop with award-winning master educator Curtis Gaesser. Curtis has over 40 years of teaching experience and his groups have consistently won awards for the past 20 years. Mr. Gaesser offered wonderful feedback for the group, and specifically expressed how impressed he was with the ensemble's *"commitment to the music, joyful and inviting stage presence, and polished diction."* He even said one of their phrases was, *"perfect."* Soundscape has performed at a variety of campus events this past year, including the President's Breakfast, and at the League of CA conference with a solo performance from a Skyline Vocal Music Major and Soundscape performer. https://skylineshines.skylinecollege.edu/uncategorized/skyline-college-soundscape-vocal-jazz-ensemble-attends-columbia-jazz-festival/

- **The Mural Project:** The Art Department Mural Project brought our Mural Painting class into the community to design and paint the restrooms facility at the Alto Loma Park in South San Francisco in Spring 2022. Under the direction of Amir Esfahani with support by Chris Woo and PIF funding, the group of students engaged with the professional process of community mural-making. A short film was created to document the work: https://skylinecollege.edu/muralproject/ The Mural Project plans to bring their creative flair to the upgrade of our art lockers in B1 in the future and a new project with a local city is currently underway for Spring 2023.

Career and Workforce Exposure:

- *Careers in Psychology* **Speaker Series:** As one of the top majors at Skyline College, it is important to expose our students to the variety of career opportunities that are available in the field of Psychology. The Speaker Series brings access to professionals from varied professional background to learn about specific careers and hear about their academic/career journeys. In Spring 2023, we brought a professional Sports Psychologist to the speaker series in support of our new course offering: **PSYC 330 – Intro to Sports Psychology**. The series is organized by Jennifer Merrill, Christina Shih, and Chris Woo. https://skylinecollege.edu/psychology/careersinpsych.php

Honors and Student Research:

- **Psi Beta Honor Society:** Skyline College is now an official Psi Beta host campus**.** Psi Beta is a national honor society for community college students attending two-year colleges, inviting students who plan to major or minor in psychology, as well as students who simply have an interest in psychology. Our induction ceremony will be held in

collaboration with uSOAR in May 2023. There is now an official Psi Beta campus club at Skyline College and they will be attending the Western Psychological Conference in Spring 2023. https://skylinecollege.edu/psibeta/

- **uSOAR – Undergraduate Symposium of Academic Research:** On April 28, 2021, we hosted our first annual symposium, with over 55 attendees, which focused on research in the humanities and social sciences. In 2022, the event was expanded to two days and included poster and student presentations, as well as research panels of both students and faculty. This year, our 3rd Annual uSOAR event continues to grow and will include collaborative programming with our Honors Transfer Program, Psi Beta Honors Society, PTK, and student research. As our symposium continues to grow and expand, we are now receiving inquiries from students at other institutions and will build expansion plans into our strategic work in the coming years. This program was much needed SSCA initiative and is well supported with a super team including faculty and staff. We are now starting to strategize about creating a funding stream and process around support for students to attend professional conferences and will explore models in the coming 2023-2024 year. http://skylinecollege.edu/uSOAR/

VI.   **List and describe the major goals for your Division – What will the Division focus on achieving over the next 1-3 years? How do your Division goals align with the College's M-V-V and Education Master Plan?**

Major goals for the SSCA Division over the next 1-3 years include:

1. **Curriculum alignment and Degree/Certificate development:**
   One of the important areas of work in the SSCA Division is the alignment of curriculum, which includes individual course alignment to statewide C-ID courses for transferability and the linking all of our courses to a certificate and/or degree program. Our goal is to offer courses with compelling content, while maximizing the impact of each course to meet the educational and career goals of our students. This work aligns directly with college's goal to "support students in attaining their educational goals" (Strategic Goals 1 & Success Initiative 15).

   Additionally, because a large amount of GE courses fall under the SSCA Division, we are streamlining and intentionally offering our GE courses in both in-person and online when possible, with ZTC and OER options for our most popular GE courses (Success Initiative 12 & 13).

2. **Develop and implement activities that support Guided Pathways and Meta Majors:**
   We have developed connections with dual enrollment (Strategic Goal 5, Success Initiatives 1) and career education in support of our Career Technical Programs. The offering of extra-curricular activities, such as our Paralegal Careers Night and Psychology

Careers Speakers Series, inform students about career options in a variety of fields. We have also provided research opportunities for students through the development of our IDST Honors Seminar Course that supports the research process for our students in the Honors Transfer Program. Our goal is to continue to build this research support course, offering multiple levels and modalities, as well as to create focus areas in STEM and the Humanities. Additionally, we hope to further build on our uSOAR Research Symposium, allowing our scholar-researchers opportunities to engage in the presentation of research. (Success Initiatives 2 & 3).

ZTC pathway development is another key initiative in SSCA and all new faculty are on-boarded with an introduction to our CTTL ZTC team and are provided with resources to develop alternative open source offerings in support of students. We are also supporting our faculty departments that are building complete ZTC degrees, as well as ZTC GE Pathways (Success Initiative 11)

3. **Engage in anti-racist practices in our classrooms and campus:**
    (Strategic Goal 1, 2, 4, & 7)

    Ethnic Studies: As we build our Ethnic Studies course offerings, we are also building the capacity and knowledge of our student body to critique systems and narratives that do not represent our diverse collective. This program will educate student with the framework and language to disrupt white supremacy and racist practices in their educational environments, as well as in their relationships and interactions on campus and beyond.

    Professional Development and QOTL 2.0: Nearly all of the faculty in the SSCA Division have completed the CTTL QOTL training and are successfully teaching in the online modality. Many SSCA faculty have expressed the desire to move beyond the basics and learn how to better utilize technology to serve students and ensure that their courses and pedagogical approaches are equitable. We support additional training for faculty and staff in the use of Canvas and other technologies with a focus on equity with clear language and design that interrupts racist practices in the classroom.

    Hiring: One of the most important places that will allow us to make change within an institution is hiring. Through thoughtful and intentional hiring practices, we can ensure that students see faculty that look like them and that all new hires on our campus have a willingness to engage and further their learning around anti-racist practices. We can select employees who embody the desire to challenge the canon in our disciplines and reimagine academic environments beyond Eurocentric boundaries. We currently have 6 Tenure-Track faculty and will be hiring two additional FT TT Faculty (Music, History) for Fall 2023, as well as future hiring for our Division Assistant, PSC, LEGL PSC, and Art Lab Coordinator. With upcoming retirements and the need to expand our division support team, I am hopeful that we will continue to build a strong, equity-minded, student-centered, collaborative team.

4. **Upgrade B1 facilities and technology:**
   For the past two years we have been in the process of upgrading portions of our B1. To date, we have modernized our faculty offices, faculty workroom, sculpture lab, digitial arts lab, and music technology lab. Projects that are underway include: Ceramics (kiln garage), gallery (lighting), theater (curtain and rigging only), photo lab, vocal music lab, instrumental music lab, restrooms, elevator, and external entrances.

   We are awaiting technology upgrades as well in several of our classrooms that previously did not have technology or had vastly outdated tech. Unfortunately, there are several spaces that will not be upgraded in this project and it is our hope that we will continue to improve those spaces as well (Strategic Goal 3).

   We have specific ideas that would enhance the usage of B1, creating a welcoming space for students, creating student hang-out spaces in our lobby and atrium, and modernizing spaces to display the amazing art of our students (in the Creative Arts building…so it feels like you have entered the campus creative center).

   We also have many unmet needs with regard to classroom space, labs, and storage. We are actively planning to move into the SPWD suite on the 3rd floor on B1 when they transition into B2. We know this will take a few years we will collaborate with SPWD during this interim phase.

5. **Civic Engagement:**
   The Social Science and Creative Arts Division is actively working to develop academic and co-curricular programming that provides avenue for student growth and exploration, professional experience and skills development, and gives our student an opportunity to bring their voices forward in service to their communities. We endeavor to bring creative expression to the Skyline campus and to serve as a bridge for social engagement within our communities (People's College and new Strategic Goal)

VII. **Using the boxes below, list the resource requests that the Division is moving forward for consideration. Please note that the resource requests should be in declining order of priority, as indicated in the upper left corner of each box. For each resource request, describe how it connects with your Division goals, and the potential consequences of not securing the requested resource. In sum, please explain why filling this request should be a priority for the College.**

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - HIGHEST	Music Instructional Aide II	Classified Professional FTE	Music	Grade 22, Salary Schedule 60, Step 3, $66, 912 + Benefits

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
We have had a short-term temporary assignment in this role for the last 3 years. This role is critical for supporting our music program and we will not be able to provide the necessary support to our music students and music majors without a permanent role. This role has been requested for many years and needs to be considered highest priority.

This position is temporarily funded as an Instructional Aide, but we need a permanent position. The title of Music Lab Technician is included to reflect the scope and depth the job responsibilities. Music Lab Technician/Instructional Aide - Assists music faculty in supervising practice rooms/music labs/music classrooms including all specialized Music equipment, assists Music students with music practice required for coursework, also assists in maintaining music collections and libraries, organizing student travel, student medical information forms for off-campus music events, organizing and maintaining music department collections and libraries, contracts, etc.

Provides Music students with instructional and technological support to meet course and program SLOs through permanent Music Lab Technician/Instructional Aide who assists music faculty in supervising practice rooms/music labs and student practice, also assists in maintaining music collections and libraries, organizing student travel, student medical information forms for off-campus music events, organizing and maintaining music department collections and libraries, equipment/sheet music borrowing, contracts, etc.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	**SSCA Program Services Coordinator**	Other	All SSCA programs impacted	Grade 27, Salary Schedule 60, Step 3, $75,636 + Benefits

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

We have been supporting and growing a huge number of programs as a part of our commitment to aligning with the College Strategic Initiatives, including Career programming, Research and Honors programming, collaborative Performing Arts offerings (concerts/musical/plays/campus events), Music festival competitions, Art exhibitions, speakers series, film festivals, and more.

This type of programming is vital to the division and is directly linked to our academic programs, while providing access and opportunities to our students and in support of our larger community. We currently have a division office support team of 2 people (division assistant + PSC) and the dean for 19 academic programs. With the wide range of responsibilities and support work needed to host all of our programming, we do not have a sustainable model.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	**CREATIVE ARTS Programming** Dedicated Budget Allocation – so we don't have to scrape together mini budgets each year. ART Gallery, Musical, Empty Bowls, Film Festival, Behind the Curtain, annual Theater Production	Other	-Art Gallery -The Musical -Annual Play -Film Festival -Behind the Curtain -Empty Bowls	$29,000 total for 5 programs

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
We are currently running several programs without regular funding. To allow these programs to continue, we need to allocate an annual budget for each, to ensure that resources and time are not wasted seeking alternative funding sources each year. • **Gallery** - $6000/year • **The Musical** - $13,000/year • **Empty Bowls** - $3000/every other year • **Stories of Transformation Film Festival** - $3000/year • **Behind the Curtain** - $4,000/year

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	**Social Science Programming** Dedicated Budget Allocation	Other	-uSOAR -Soc Sci Unwrapped -Psychology Careers -Psi Beta Honors	$13,000 total for 4 programs

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
We are currently running several programs without regular funding. To allow these programs to continue, we need to allocate an annual budget for each, to ensure that resources and time are not wasted seeking alternative funding sources each year. • **uSOAR (Undergraduate Symposium of Academic Research)** - $5000/year • **Social Science Unwrapped** - $3000/year • **Careers in Psychology** - $2000/every other year

- **Psi Beta** - $3000/year

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	Performance Quality 9-foot Steinway Grand Pianos (locations: theater and choral room). Estimated cost ($150,000 + tax $15,000 + $1000 delivery) = $166,000	Equipment	Music, Musical Theater, Dance	TOTAL for two pianos $332,000
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				
Our current grand pianos are 50+ years old and are no longer performance quality. We were slated to get new pianos with the construction of a Creative Arts complex, and since this is no longer the plan, we need to allocate funds to replace our aging pianos. https://www.steinway.com/pianos/steinway/grand/model-d				

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	Upgrade Teaching/Learning Spaces: Painting Lab (1-303), Drawing Lab (1-320) Center for Creative Arts (1-124), Art Critique Wall + Lockers (B1 3rd Floor Atrium)	Rennovation/ Designated Space	All SSCA with emphasis on Creative Arts	$332,937
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				
With the limited budget allocated for the updating of B1, there are some spaces that will not be included in the renovation. I have prioritized the teaching/learning spaces that will not be upgraded in B1 as a first priority for facilities upgrade (amount listed are from initial budgeting process with facilities and capital projects team): **Painting Lab** (1-303) = estimated $146,514 **Drawing Lab** (1-320) = estimated $126,423 **Creative Arts Collab Lab** (1-124) = estimated $32,000 **Art Critique Wall** + **Locker Refresh** (B1 3rd Floor Atrium) = estimated $28,000				

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	**Geography ZTC Pathways Project** – Atlas Order (one-time cost), can't be included with Instructional Equipment requests because each item is not high enough cost.	Supplies and Materials	Geography – all classes	$2,000
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				

Half of a class set of **Goode's World Atlas (23rd edition).** This text is currently used in several GEOG 101 lab exercises, and is applicable to several other geography courses as well. This text has been identified as the most comprehensive global atlas at a reasonable price point. As this text is from 2016, and no date has been set for a 24th edition, we are requesting only half of a class set, and will supplement with a more current (albeit less comprehensive) text. **$1000 One-time cost.**

Half of a class set of Oxford World Atlas (28th ed). While less comprehensive than our current atlas, it is much more up to date (2021). This text can be used in both GEOG 101 as well as other geography courses. **$1000 One-time cost.**

By providing a class set of atlases, we are saving students money, as they will not have to purchase textbooks. This is an equity and social justice issue, to ensure that all students have access to this popular transferable lab course. This also furthers the geography department's eventual goal of being an entirely **ZTC program**.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2- high	Curriculum Development	Faculty Timesheet Compensation	Curriculum Development (Adjunct)	$1,000
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				

Geography has only one full-time faculty member, and relies on support from adjunct faculty. Our adjunct faculty have already expressed interest in creating a new course for our department. It is only fair and equitable that all adjunct faculty receive financial compensation for their work. This hourly pay would be

for one adjunct faculty member to participate in the creation of one **new Geography course:** Geography of California.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	Vocal Jazz Outreach/Touring/Recruitment Activities	Other	Music – Vocal Jazz Ensemble	$5,000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Funding for outreach, touring, and recruitment activities - including music festivals, competitions, educational conferences and performance tours. Examples include: Reno Jazz Festival, Cuesta Jazz Festival, Columbia Jazz Festival, Santa Cruz Jazz Festival, Monterey Jazz Festival, American Choral Directors National Conference, Jazz Education Network National Conference Expenses incurred for these activities include: Registration fees, Hotel, Transportation, Auxiliary Accompanists (bass and drums) - Approximate cost $5000; Festival/Competition/Conference Registration Fees - $1000; Hotel fees - $2000; Transportation - $2000; Auxiliary Accompanists (bass and drums) - $1000 ($500 per instrumentalist). $5000 was the amount earmarked after a series PIF grant for Vocal Jazz Ensemble for this task. Provides marketing for Music program when touring with student performance groups. Provide students equitable performance experiences that meet performance course SLOs.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2 - high	Guest Artists/Clinicians for music ensemble/music classes	Professional Experts	Music	$3,000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Provides Guest Artists/Clinicians for Music Ensembles/Music Classes for marketing and outreach of Music program. Provide students with Guest Artists/Clinician from traditionally marginalized student groups through performance experiences that meet performance course SLOs. Usually $500 per semester would enable us to contract 2 local guest artists/guest ensembles/clinicians per year, but for international musicians/prestigious ensembles, $1000 may only enable us to contract 1 per year. $3000 would enable us to contract 3-6 guest artists/guest ensembles/clinicians per year.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $

1-highest	Software		Other	Music	$200

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Provide instructional software licenses (yearly) for student use in Music Theory courses that enable music majors to achieve the courses' SLOs and enables the College to meet C-ID course descriptor requirements. Provides students of all socio-economic backgrounds access to this instruction by the College covering the costs.   Instructional Software Licenses (yearly) for student use in Theory courses. Noteflight Learn is music notation software for theory students to complete assignments in a web-based. Noteflight Learn as a LTI through our Canvas CMS provides a dynamic learning environment in which students can hear instant playback of music composition. Noteflight Learn with SoundCheck feature uses an annual subscription model;. Pricing $69 for 10 users with each additional user at $2. ($109 per year.) The SoundCheck feature is additional $3 per user. ($90) This would be used for Theory and Musicianship classes (approx. 30 students total). The anticipated cost is $199 per year. Software possibly already put through ITS vetting process at sister college. Software needs to be purchased.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	Accompanist Hours – Musical and Music Performance Classes/Ensembles	Professional Experts	Music/Theater	$8,824

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Provide accompanist for the MUS. 501-504 Studio Lessons courses and the Spring Musical rehearsal times (not covered by the MUS. 410 course) that enable music students to achieve the courses' SLOs and enables the College to meet C-ID course descriptor requirements. Provides students of all socio-economic backgrounds access to this instruction by the College covering the costs.   Regular paid Accompanist hours for Studio Lessons courses (MUS. 501-504) and Spring Musical rehearsal times (not covered by the MUS. 410 course). For both Fall and Spring semesters. Studio Lessons accompanist for Studio Lessons classes (1 hour x 17 weeks x 2 semesters = 34 hours) and Student Juries (Final performance of semester + Preparatory rehearsal with students = 15 hrs x 2 semesters = 30 hours). Total hours (for Fall and Spring semesters) = 64 x $75/hr = $4800; Studio Lessons accompanist (Hourly Employees Benefits) 13% of $4800 = $624. For the Spring Semester, there are approximately 40 hours of rehearsal time that are not covered by the MUS. 410 course that require an accompanist for students performing in the Spring Musical. 40 hrs x $75/hr = $3000. Non MUS. 410 Spring Musical accompanist (Hourly Employees Benefits) 13% of $3000 = $390.

Administrative Leadership Unit Review (ALUR) Template for FY 2023-24

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	The Musical	Other	Music/Theater/Dance	$5,000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Sets and Costumes are necessary elements to support student learning in the Spring Musical classes. Without these elements, the choice of show is limited. Without costume funding, the burden of supplying their own costuming is passed to students, which is not equitable for economically-disadvantage students. Approx cost: $5000 ($3000 for set; $2000 for costumes) Provides necessary costuming and set equipment (for each production) for the MUS. 410 courses that enable music students to achieve the courses' SLOs. (In the past, students were asked to get their own costumes, which is not an equitable practice. In the past, production choices were limited due to set costs, which affects enrollment.)

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	Live Sound Mixer	Supplies and Materials	Music	$3,000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Instructional Equipment: Provide Vocal Jazz students with functional sound board for rehearsal with sound system (mics, etc.). SLOs for Vocal Jazz courses require the use of a live sound system. **Cost** 3,000

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	MUSIC DEPARTMENT: Sheet Music for Student Ensembles	Supplies and Materials	Music	$3,600

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

MUSIC DEPARTMENT:

**With the loss and damage of our current sheet music collection, this request becomes even more urgent.

Sheet Music for Student Ensembles = $3,600
Provides necessary instructional equipment (for each new semester) for the Ensemble courses that enable music students to achieve the courses' SLOs. In addition, sheet music choices (ensemble repertoire choices) need to stay current to reflect diversity of student demographics. Provides students with sheet music by composers from or genres familiar to traditionally marginalized student groups.

All student ensemble courses have performance SLOs that require sheet music each semester to demonstrate performance skills. While the majority of the sheet music that the student ensembles use semester to semester is borrowed from our Choral and Instrumental Libraries, a smaller portion of new sheet music is purchased each semester by the ensembles in order to provide music from a variety of styles - especially those that are attractive and exciting for students and reflect our underrepresented/underserved student populations. Each choral score is approximately $2-5 per singer, so a single new 3 to 5 minute piece will cost between $40-100 for 20 singers. A vocal jazz chart (licensed for the group) is $75-100. A set of band parts for a single piece (4 to 8 minutes) costs approximately $60-100. Each of the following ensembles programs about 1 to 1.5 hours of music per semester, so each ensemble asking for $300 of sheet music is only about 10-15 minutes per semester. Concert Choir = $300 per semester Concert Band = $300 per semester; Jazz Band = $300 per semester; Vocal Jazz Ensemble = $300 per semester Chamber Orchestra = $300 per semester; Guitar Ensemble = $300 per semester

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	Broken Musician Chair Replacements	Equipment	Music	$5740

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Replace broken specialized Musician chairs that are a hazard for students in Rm. 1115 (Instrumental Music Lab). We need to replace 20 chairs @ $287 each = $5740
Provide students with functional chairs in Rm. 1115 (Instrumental Music Lab) in order to achieve course SLOs.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2-high	Auxiliary independent contractor musicians	Professional Experts	Music/Theater	$6,000

Administrative Leadership Unit Review (ALUR) Template for FY 2023-24

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Auxiliary Independent Contractor Instrumentalists (in addition to regular piano accompanists) to accompany student ensembles on final performances. Includes (1) Spring Musical hires pit orchestra instrumentalists needed to accompany shows $3500 - 7 services needed for production week rehearsal/performances. 2.) Concert Choir hires a String Quartet to accompany a large work on their Fall concerts - $1500 3.) Concert Band hires 2-4 additional instrumentalists for which we do not have students to cover required parts - $1000. Hiring Auxiliary Independent Contractor Instrumentalists ranges from $125-$150 per service (a 'service' is usually a 3-4 hour performing commitment - either a rehearsal or a performance). To benefit our students in the music ensembles, independent contractor instrumentalists need to play at least 1 rehearsal to prepare our students for the performance. The Spring Musical is more complex with multiple performances. (Sometimes, our musical groups perform a concert multiple times, so the amount of total performances may vary.)

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	(1) Skutt computer controlled large electric kiln	Equipment	Ceramics	$7130

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Continue to maintain the ceramic lab safety standards required. Older kilns have cracking in the brick and rust damage on the metal framing. Safety note: Need to replace to ensure safe functioning of kiln for future years. Purchase one new Skutt electric kiln each year to replace 4 older kilns.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
highest	(28) painting toborets (painting stands), and (4) hand-held power tools	Equipment	2-D Art	$10,169

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Upgrade the classroom lab equipment to improve the work environment and student learning. Purchase individual painting taborets that can be adjusted for each individual's needs, increasing accessibility to students and best meeting the painting pedagogy for interactive and flexible

classroom arrangements. Provide small tools for creating canvases and learning to frame and present 2D artworks professionally.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	12) kiln shelves, (1) Primed canvas to cover work tables.	Supplies and Materials	Ceramics	$1120

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Continue to maintain the ceramic lab safety standards required. Purchase kilns shelves to replace warped and cracked shelves for safe firing, and canvas to create dust-free work tables.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1 - highest	(2) IQ-Air filter replacement sets, and (10) kiln relay/thermocouple parts *Health and Safety	Choose an item.	Ceramics	$1349

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Purchase air filters to maintain a dust-free environment required for Ceramic Lab safety, and required kiln parts to keep the kiln equipment running safely.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2- high	(3) metal large storage cabinets, and (1) metal medium storage cabinet	Equipment	Art	$2826

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Provide safe, secure, and accessible storage of prop room items for 2D class student access.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	(5) Brent Classic Pottery Stools *Safety	Equipment	ART	$578

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Upgrade the classroom lab furniture to improve work environment and student learning. Replace the warped pottery wheel stools for safe wheel throwing.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest	Photography Lab_furniture_safety Photography lab material storage and student worktables: 4) Amazon Basics 5-Shelf Adjustable, Heavy Duty Storage Shelving Unit, and (4) Seville Classics UltraHD® 6-Drawer Cabinets	Equipment	Photography	$1668

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Proper equipment and worktables ensure a safe and accessible working environment in the new photo darkroom. The cabinets are on casters, so in the case of a student in a wheelchair that requires more space to move around, the cabinets are easily repositioned. Storage racks provide safe storage for chemicals, trays and other equipment of the darkroom.

Administrative Leadership Unit Review (ALUR) Template for FY 2023-24

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- 2-high (must wait for B2 completion to take over SPWD space)	Supply storage rooms for Photography, 2D Art, and Digital Art - 3 small or 1-2 larger storage rooms to house small equipment and instructional supplies for 2D art classes. We recommend repurposing a few offices in room in 1-311, currently used as the Strategic Partnership and Workforce Development Office when they relocate to Building 2. The size and adjacency to the other 2d labs make this room appropriate for our needs.	Rennovation/ Designated Space		

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Relocation of the photography Art Lab and Digital Art Lab from building 2 to building 1, and the loss of our 2D Prop room with the upgrades to building 1, resulted in a significantly reduced space. This reduction created a loss of critical storage space for supplies and small instructional equipment. More dedicated storage will improve instruction, as the labs are too cluttered with storage and equipment, making them less accessible and impacting best practices and safety standards. We want to secure additional storage space as they become available with transitions out of building 1.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1- highest (B2 completion to take over SPWD space or other B1 space)	A dedicated Room_Printmaking Lab - Secure a dedicated room for a Printmaking Lab in building 1. We recommend repurposing room 1-319, currently used as the Cooperative Education	Rennovation/ Designated Space	ART (Social Science will benefit from SPWD space when B2	

	Workforce Experience Office when they relocate to Building 2. The size and adjacency to the other 2d labs make this room appropriate for our needs. **NOTE: We anticipate taking over the SPWD space when they move to B2** and we will use for the various print-making, dry lab, storage, and photo storage, as well as faculty offices and student space.	move is complete)

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
A dedicated printmaking space is necessary to fully implement a printmaking curriculum per best practices exemplified by our transfer institutions. Similar to sculpture and ceramics, printmaking has highly specialized tools and equipment which are large, heavy, and stationery. This equipment can present a safety issue if they are not allocated the proper amount of space. In the current situation, instructors are required to sacrifice significant amounts of teaching time to set up and take down vastly different types of equipment, furniture, tools, and supplies for different course needs in a shared multi-disciplinary 2D studio space. An additional Printmaking Lab would increase student access to studio space and equipment required for each discipline. It would also reduce repeated studio art lab reconfigurations that impact the health and safety of students and faculty. If we cannot secure a dedicated lab, we will need to bank the Printmaking courses. This is due to the impact that the current Printmaking equipment set-up has on the function of the other 2D courses offered in the Painting lab.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2-high (B2 completion to take over SPWD space or other B1 space)	A dedicated room_Design and 3D Art Technology Lab (SPWD spaces) Provide a dedicated Art program Design and 3D Art Technology Lab that integrates with all studio art disciplines, is appropriate in size, and safely allows for the integration of all digital equipment: a 3-D printer, a laser cutter, 2-D and 3-D scanners, a plotter, large format digital printers,	Rennovation/ Designated Space	ART	

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<tr><td></td><td>and storage cabinets for equipment and supplies. We recommend repurposing a room in 1-311, currently used as the Strategic Partnership and Workforce Development Offices when they relocate to Building 2. The size and adjacency to the other 2d labs make this room appropriate for our needs.</td><td></td><td></td><td></td></tr>
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Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
The Art Program wants to ensure art students from all Art classes can access the technology needed for 21st Century design. A Design and 3D Art Technology Lab would increase equitable access to digital technology and design equipment for all art students. A dedicated clean, dust-free space for computer-based technical equipment would allow us to expand the types of industry-focused machines we acquire and keep protected.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	Building 1: Third floor lobby_2D Art Class Critique Area and Artwork display Removal of two large locker units, (1) large 2D Art Display case, (1) critique wall installation, (2-4) seating furniture	Rennovation/ Designated Space	ART	

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Creating a student art critique area accessible to all 2d students and instructors would help students meet the SLOs for critique and provide an interactive space for best HIP interactive practices. Displays of students' work encourages enrollment and student motivations for success. It also increases community engagement with student artwork. Currently, the existing 2D

Photography, Painting, and Drawings Labs do not have adequate wall space for the large critique wall that the lobby could provide.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	Sculpture Lab_Instructional Supplies: Small equipment, hand tools, hardware, and bulk supplies (pewter and wood) for sculpture and 3D Design	Supplies and Materials	Sculpture	$1000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Increase equity for studio art lab classes by providing more small tools and equipment that can be used for multiple semesters rather than requiring an individual student purchase. Stock Studio Art Lab with basic supplies and small tools to mitigate high costs for students supply expenses. Increase the number of tool kits that can be checked out.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	(6) 80mm f/4 Enlarger lenses and (8) Medium film format negative carriers	Equipment	Photography	$1788

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Increase access to required camera equipment to meet Photography course SLOs and learning objectives.

Cost

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	(25) wheel bats (boards), (20) bowl-forming molds, (50) glaze brushes,	Supplies and Materials	Ceramics	$1427

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Stock Studio Art Lab with basic supplies and reusable small tools to mitigate high costs for students supply expenses.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	(1) Milwaukee, Cushion Grip Screwdriver Set, (2)6-1/16 in. Wood Handle Scratch Awl,(2) Nail Setter Kit, (2) Medium and Large Trigger Clamp (4-Pack), (1) 8" crescent wrench, (1) Gyokucho #611 Ryoba (Double-Sided) Extra Fine Saw / 240mm (9.5"), (1) Gyokucho #651 Blue-Hard Ryoba (Double-Sided) Saw / 240mm (9.5"), (15) X-ACTO X3205 NO 5 HEAVY DUTY, (4) Bostitch Office QuietSharp 6 Electric Pencil Sharpener, (1) Dura-Lon Plastic Coated Picture Wire #4	Equipment	ART	$567

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Increase equity for studio art lab classes by providing more small tools and equipment that can be used for multiple semesters rather than requiring an individual student purchase.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	Existing Laser Cutter_Repair Replacement Part - Epilog Laser Cutter Model C Tube Part Replacement	Equipment	Art	$3000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Repair the Epilog Laser Cutter by replacing the Tube, allowing our art students to access current technology for this critical 3D art fabrication process in various art and design courses.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	New Art Tenure-Track Faculty Position	Faculty/ Adjunct FTE	ART	

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

The Art Program has seen significant enrollment growth in the last academic year with the expansion of our GE course offerings and the continuation of our online Studio Art courses in addition to our face-to-face offerings. For Fall 2022, our FTE was 6.74, making our unmet need 2.32 with our current full teaching FTE subtracted. Art is a specialized discipline with faculty members who bring expertise in specific areas. Expanding the diversity of this expertise would benefit students, increase access, and allow for continued program growth and community engagement in the Arts.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	(1)Gallery reception desk, (3) Gallery Benches, (1) gallery donation box	Equipment	Gallery	$5522
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				
Improve Art Gallery environment to increase its role as a community gathering space for students and the community to experience and connect with art exhibitions.				

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	Refinishing the gallery wood floors to remove years of damage and wear.	Rennovation/ Designated Space	Gallery	$18,240
Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.				
Improve Art Gallery environment to increase its role as a community gathering space for students and the community to experience and connect with art exhibitions.				

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2-high	Art Gallery_Annual Budget for Art Reception Catering	Other	Gallery	$4,000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

Improve Art Gallery environment to increase its role as a community gathering space for students and the community to experience and connect with art exhibitions.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	. Art Gallery_Increased Release Time for Gallery Director: Secure funding for increased release time for the gallery director position from .4 to .8. this could be for one faculty member or divided between two to cover the workload.	Faculty/ Adjunct FTE	Gallery/Art/Campus/Community	$

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.

The gallery is a significant public-facing venue at the college. Expanding this position would further enable the gallery to represent the college well with enriching art exhibitions by students, faculty, and regional artists. In addition, this would allow for increased community engagement and curriculum development in connection with art exhibitions and other college events hosted by the gallery each year, aligning with the objectives of the PCI's Community Engagement and Civic Mindset goals. The gallery and art faculty would like to increase our community presence, including student shows at the SWA gallery in San Bruno, curated exhibitions in the campus Intercultural Center and Library, and other requests for art displays. The current gallery release time does not account for these new and enriching opportunities. An expanded gallery director

position could also co-chair the Public Art on Campus Committee at a time when its role is increasing.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	Art Gallery_Exhibition Supplies: An annual budget is needed for supplies (including paint, spackle, hardware, tools, light bulbs, vinyl, etc.) to maintain the gallery and produce professional quality exhibitions. These supplies also ensure that students in the gallery class have the full exhibition installation experiences to meet the course SLOs.	Other	Gallery	$1,800

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Secure a dedicated Art Gallery supply budget to run professional exhibitions and allow for successful planning and community participation. These supplies also ensure that students in the gallery class have the full exhibition installation experiences to meet the course SLOs.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
1-highest	2D Art Lab_Safety Supplies - (2) IQ-Air filter replacement sets	Supplies and Materials	ART	$826

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Continue to maintain the 2D lab safety standards required. Purchase air filter replacements to maintain a fume and dust free environment for 2D lab courses.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2-high	Photography and 2D_Student Art Display Case - Purchase a wall display case to be hung on the 3rd floor by the photography and painting labs. (1) Ghent 3-Door Enclosed Recycled Rubber Bulletin Board, 48" x 96", Black Oak Finish Wood Frame	Other	Gallery	$1,350

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
Displays of students' work encourages enrollment and student motivations for success. It also increases community engagement with student artwork.

Order of Priority	Resource Request Title	Type	Program(s) Impacted	Amount $
2-high	Building 1 2nd floor Lobby Update_Art display furniture and digital TV monitor, seating furniture, and facilities contract to remove existing showcases - (3) tall Art Displays, (1) Large Art display, (1) wall art display (1) TV display, (2-4) benches/chairs (exact items to be determined), removal of (4) large showcases.	Other	B1 Lobby Entrance	$23,000

Describe how this request impacts program/division operations, and how it will further completion of the Division goals stated above.
The Building 1 second-floor lobby needs updating to showcase the central atrium, provide welcoming seating, and showcase the programs in Building 1. This project includes demolishing the current showcases obstructing the windows and replacing them with tall column-style showcases. Also, add a large showcase in the place of the vending machines (which can be relocated to the side) and install a wall-mounted monitor to showcase Creative Arts and Social Science Events engagingly.