

Note: revisions have been highlighted. The first column below matches the list of requested information as indicated on TracDat. The second column is where you can input your data at this time. The third column represents the information you would see if you pressed the help button (a question mark). You will be able to copy and paste or type in your information from the center column directly into the APRU on TracDat. Save this word doc in the following format: s12apru_deptname. Last steps, remember, you will be uploading this copy in to the Trac Dat, Documents file. ALWAYS keep a soft copy of your work in your files to ensure that your work is not lost. Please refer to your workshop handout or contact: leewheatcoleen@deanza.edu if you have questions.

Information Requested	Input your answers in columns provided. Use word wrap. Note: reference documents can also be attached. Make sure to note the name of any reference documents in your explanations.	? Trac Dat Help button will reveal (sorry no hyperlinks)
I.A Department Name:	Film/Television	
Program Mission Statement:	<ul style="list-style-type: none"> -Provide the community with a resource to develop skills in film, television and digital media -Provide our students with the conceptual and intellectual tools to become critical thinkers, thereby fostering media literacy -Provide our students with practical film and television production skills and experience to assume careers in the film and television industry -Provide our transfer students with core competencies to succeed in premier echelon upper-division and graduate media programs 	You may create a new one or copy from your 2008-09 comprehensive program review.
What is the primary mission of your program?	Career/Technical	Basic Skills, Transfer. Career/Technical, Learning Resources/Academic Services, personal enrichment, N/A
Choose a secondary mission of your program.	Transfer	Basic Skills, Transfer. Career/Technical, Learning Resources/Academic Services, personal enrichment, N/A
Number of Certificates of Achievement Awarded	5	If applicable, enter the number of certificates of achievement awarded during the current academic year. Please refer to: http://research.fhda.edu/factbook/deanzadegrees/dadivisions.html leave blank if not applicable to your program
Number Certif of Achievement-Advanced awarded:	8	If applicable, enter the number of certificates of achievement awarded during the current academic year. Please refer to http://research.fhda.edu/factbook/deanzadegrees/dadivisions.html leave blank if not applicable to your program

Number AA and/or AS Degrees awarded:	21	If applicable, enter the number of certificates of achievement awarded during the current academic year. Please refer to http://research.fhda.edu/factbook/deanzadegrees/dadivisions.html leave blank if not applicable to your program
Academic Services and LR: # Faculty Served		Only for programs that serves staff or students in a capacity other than traditional instruction, e.g. tutorial support, service learning, etc. 0 = no change; (X)= decreased; X = increased; blank= not applicable to your program
Academic Services and LR: # Student Served		Only for programs that serves staff or students in a capacity other than traditional instruction, e.g. tutorial support, service learning, etc. 0 = no change; (X)= decreased; X = increased; blank= not applicable to your program
Academic Services and LR: # Staff Served		Only for programs that serves staff or students in a capacity other than traditional instruction, e.g. tutorial support, service learning, etc. 0 = no change; (X)= decreased; X = increased; blank= not applicable to your program
# Faculty Employees	-1	For ALL programs (Total FTEF that has changed this year, if the computer does not accept a decimal then please round up or down to the nearest whole number). At this time only a numerical response will be accepted. (program reviews 2008s-10 available at: http://www.deanza.edu/gov/IPBT/program_review_files.html) 0 = no change; (X)= decreased; X = increased; blank= not applicable to your program
# Student Employees	+1	For ALL programs. Total number that has changed this year. At this time only a numerical response will be accepted. 0 = no change; (X)= decreased; X = increased; blank= not applicable to your program
# Part-time Faculty Employees	-2	For ALL programs (Total PTFTEF that has changed this year, if the computer will not accept a decimal then please round up or down to the nearest whole number). At this time only a numerical response will be accepted. (0 = no change; (X)= decreased; X = increased; blank= not applicable to your program
# Staff Employees	0	For ALL programs. At this time only a numerical response will be accepted. ONLY report the number of staff that directly serve your program only, Deans will make a report regarding staff who serve multiple programs. 0 = no change; (X)= decreased; X = increased; blank= not applicable to your program

		applicable to your program
II.A-Growth and Decline of targeted student populations	In the 2010-2011 year, due to imposed reductions in classes, student enrollment declined by 8% from 2009-2010 in all populations. Student success relatively remained the same. We did see an improvement by a couple percentage points in Latino and Pacific Islander students. Our success rate is between 77% and 86%.	Briefly, address student success data relative to your program Growth or decline in targeted populations (Latina/o, African Ancestry, Pacific Islander, Filipino) refer to the sites: www.research.fhda.edu/programreview/DAProgramReview/DeAnza_PR_Div_pdf/DeAnzaProgramReviewDiv/htm (prior to 2010 PR sheets) and www.deanza.edu/ir (2010-11 PR sheets here)
Trends in equity gap:	The equity gap in targeted populations remained flat. Considering the economic slowdown, targeted populations have performed better than expected, maintaining their educational goals. Targeted populations averaged an 82% success rate.	Refer to http://www.deanza.edu/president/EducationalMasterPlan2010-2015Final.pdf , p.16. Briefly address why this has occurred.
Closing the student equity gap:	Targeted populations are motivated by long term incentives in the market place. When opportunities open up as the economy improves in the community, Black, Filipino, Hispanic and Pacific Islander students take advantage of the educational opportunities at De Anza. As educators, we must make these opportunities known to our students. The Film/TV Department takes an active role in the outreach of targeted populations by visiting local high schools and holding open house of our facilities.	What progress or achievement has the program made relative to the plans stated in your program's 2008 -09 Comprehensive Program Review, Section III.B, towards decreasing the student equity gap? See IPBT website for past program review documentation. If a rationale for your strategies was not stated in the 2008-2009 CPRU, then briefly explain now.
Overall growth/decline in # students:	Decline in student populations is due to a reduction in class offerings. Demand for Film/TV Department courses remains high.	Briefly address the overall enrollment growth or decline of a comparison between all student populations and their success.
Changes imposed by internal/external regulations	The Film/TV Department has a planned course offering throughout the year to allow students to get certificates, AA degrees and transfer requirements in a two-year cycle. Between student demand for courses and our reduced resources, we do our best to accommodate their objectives.	Address program changes implemented as a response to changes in College/District policy, state laws, division/department/program level requirements or external agencies regulations? How did the change(s) affect your program? (e.g. any curriculum, program reorganization, staffing etc.)
Progress in "Main Areas of Improvement"	We continue to monitor our students' progress in our program. We counsel their educational objectives and offer advice on what is best for them. We consult our Advisory Board on a yearly basis on our certificate and AA degrees, industry trends and how we can improve our programs.	Based on the 2008-09 Comprehensive Program Review, Section I.C. "Main Areas for Improvement", briefly address your program's progress in moving towards assessment or planning or current implementation of effective solutions.
CTE Programs: Impact of External Trends:	The film and television industry is changing dramatically in infrastructure, programming and job opportunities. The internet offers new markets to producers of media (content creators); digital production and distribution have also added new markets.	Career Technical Education (CTE) programs, provide regional, state, and labor market data, employment statistics, please see "CTE Program Review Addenda" at: www.deanza.edu/gov/IPBT/resources.html Identify any significant

		trends that may affect your program relative to: 1) Curriculum Content; 2) Future plans for your program e.g. enrollment management plans.
CTE Programs: Advisory Board Input:	The Film/TV Advisory Board recommended the continual updating of our curriculum to reflect industry trends. Linking our students with industry professionals and establishing internships to provide workplace experience is in place, as our Board advised in 2010. The Film/TV program advises students to have a portfolio of video projects to successfully compete in the workplace.	Career Technical Education (CTE), provide recommendations from this year's Advisory Board (or other groups outside of your program, etc.) Briefly, address any significant recommendations from the group. Describe your program's progress in moving towards assessment or planning or current implementation of effective solutions.
IV. A Budget Trends	If the tax proposal passes in November, we expect little or no reduction in the budget. If the tax proposal loses, the FHDA District anticipates a budget cut of 17 million dollars.	Assess the impact of external or internal funding trends upon the program and/or its ability to serve its students. If you don't work with Budget, please ask your Division Dean to give you the information.
Enrollment Trends	Based on course and program reductions mandated by budget constraints—as well as the Fall 2012-Winter 2014 move to temporary instructional spaces due to ATC renovations—enrollment is expected to decline.	Assess the impact of external or internal funding changes upon the program's enrollment and/or its ability to serve its students. If you don't work with Enrollment Trends, please ask your Division Dean to give you the information.
V. A -Faculty Position Needed	1	A drop down menu will allow you to choose: Replace due to Vacancy, Growth, No Faculty Needed
Staff Position Needed	0	A drop down menu will allow you to choose: Replace due to Vacancy, Growth, No Faculty Needed Only make request for staff if relevant to your department only. Division staff request should be in the Dean's summary.
Justification for Faculty/Staff Positions:	With four full-time and seven part-time instructors, the Film/TV Department serves more than 1,000 students per quarter with courses in film and television production, screenwriting, film studies and animation. Because of our statewide reputation for excellence, the classes are in high demand; data from our Program Review reflects an increasing enrollment trend (see table above). In Fall Quarter 2011, all Film/Television classes had very high enrollments, and some courses also had long waiting lists. One of the most popular and successful departments on campus, the Film/TV Department plays an important part in preparing students for the expanding job market of media production; fostering creative artistry; developing media literacy and critical-thinking skills in an increasingly	Provide information such as: institutional, SLO, PLO data that supports the need for this replacement, what would be impact of not replacing this position, services lost if not replaced, include all assessment data that supports a need for growth, etc.

	<p>media-saturated world; and offering a solid foundation for transfer to four-year college and university programs.</p> <p>The retirement of a full-time instructor last year was a severe loss that has negatively affected service to our students and has placed additional pressures on existing full-time faculty to fulfill their responsibilities (the ratio between full-time and part-time Film/TV instructors is far below the 75/25% percentage mandated by the state; see table above).</p> <p>Relying on part-time instructors to fill the void created by this retirement is not an answer for the future well being of the department. Our excellent adjunct faculty cannot be expected to commit the same level of time to our students as full-time instructors. Without a dedicated full-time instructor to serve our students in the Television and Video Production program area, the department would suffer in the quality and effectiveness of its course offerings and program development.</p>	
Equipment Request	See Measure C requests	A drop down menu will allow you to choose: Under \$1,000 or Over \$1,000 or no equipment requested. At this time, the majority of your equipment requests have been submitted through Measure C processes. But, if you have items that cannot be covered through Measure C, please input your requests here.
Equipment Title and Description, Quantity	See Measure C requests	Description should identify if the item(s) are new or replacement(s), furniture/fixtures, instructional equipment, technology related, expected life of item, recommended warranties etc. Did this request emanate from a SLOAC or PLOAC process? Does this item require new or renovated infrastructure (eg wireless access, hardware access, electric, water or heat sources . . .)
Equipment Justification	Keeping current in Film and Video technology is essential for student success in their educational goals and career paths. Equipment is needed for training and providing work experience for students.	Who will use this equipment? What would the impact be on the program with or without the equipment? What is the life expectancy of the current equipment? How does the request promote the college mission or strategic goals? Etc.
Facility Request	The ATC will be renovated funded by Measure C to address facilities needs.	Name type of facility or infrastructure items needed. Renovation vs new. Identify associated structures needed to support the facility

		e.g. furniture, heat lamps, lighting, unique items above and beyond what is normally included in a similar facility
Facility Justification	Measure C facilities improvements	Who will use this facility? What would the impact be on the program with or without the facility? What is the life expectancy of the current facility? How does the request promote the college mission or strategic goals? Etc.
B Budget Augmentation	Based on the current fiscal climate, we ask for no budget augmentation at this time.	How much? Who/what could be supported if this additional funding was awarded? What would the impact be on the program with or without the funds? How does the request promote the college mission or strategic goals? If you do not deal with the B budget directly, you can use the comment: "please refer to the Dean's summary".
Staff Development Needs	To keep current in Film/TV, the faculty is always updating their knowledge and skills in the discipline. Conference and training funds should be made available to encourage these activities.	What assessment led to this request? What would the impact be on the program with or without the funds? How does the request promote the college mission or strategic goals?
SLOAC and PLOAC summary	SLOAC and PLOAC reveal that our students demonstrated a good success rate in the completion of their courses. This is due to the faculty and staff's commitment to providing a current and rigorous curriculum that meets our students' goals.	What did you learn from your SLOAC and PLOAC activities this year?
Future plans	To meet the demands for our classes and support instruction, we need to expand our class offerings, increase the number of instructional staff that assist students and offer more support for staff development .	How do you plan to reassess the outcomes of receiving each of the additional resources requested above?
Submitted by:	Zaki Lisha Chair, Film/TV	APRU writer's name, email address, phone ext.