

## CAN Program Review (Instructional) - Interior Design (Even Year)

### Objective: Part-time instructional aide or student assistant

Fall semester the department chose to add an instructional aide to the AutoCAD class to assist the professor with the large class. Students are requesting we continue the policy as they need the additional attention.

**Objective Status:** 2 - Continuing (PR)

**Objective Year:** 2019-2020

**Estimated Start Date:** 08/01/2019

**Estimated Completion Date:** 05/31/2020

**Please select the college goals with which this objective aligns.:** Student Completion/Success - Provide educational and student services programs that highlight inclusivity diversity and equity in their mission to help students meet their unique educational goals and minimize logistical and financial barriers to success.

**Please select the district goals with which this objective aligns.:** District Goal #1 - Develop and Strengthen Educational Offerings Interventions and Support Programs that Increase Student Access & Success, District Goal #3 - Increase Program Delivery Options Including the Expanded Use of Instructional Technology to Support Student Learning and Success

### Action Plans

**2019-2020** - Hire additional part-time instructional aide or student assistants. (Active)

**Who's Responsible for Completing this Action Plan?:** Elsa Torres, Professor, and Leonor Cabrera, Dean

**Estimated Completion Date:** Hiring a part-time instructional aide completed prior to the Fall 2019 semester.

### Resource Requests

**Part-time instructional aide - 150 per semester at \$22/hour**

**Type of Resource:** Instructional Personnel

**Cost:** 6600

### Objective: Drafting desks, chairs for 13-013

New furniture for drafting in 13-13 is needed. The drafting chairs are over 14 years old and no longer easily adjustable, not to mention many are stained. The drafting tables and Borco covers are at least 12 years old, are dirty, and were not meant to withstand the heavy use of a classroom setting – screws that hold the tops at a slant are stripped, the Borco covers are dirty and slipping down. This is a major expense, but necessary for the multiple classes that require their use for instruction. The size of the tops is good (smaller would not work), and 30 of that size is the maximum that the current classroom accommodates (it is difficult to maintain clearances specially in the back rows).

**Objective Status:** 1 - New (PR)

**Objective Year:** 2019-2020

**Estimated Start Date:** 01/01/2019

**Estimated Completion Date:** 07/31/2019

**Please select the college goals with which this objective aligns.:** Organizational Development - Focus institutional resources on the structures processes and practices that invest in a diverse student population and prioritize and promote equitable inclusive and

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transformative learning.

**Please select the district goals with which this objective aligns.:** District Goal #3 - Increase Program Delivery Options Including the Expanded Use of Instructional Technology to Support Student Learning and Success, District Goal #4 - Ensure Necessary Resources Are Available To Implement This Strategic Plan Through Sound Fiscal Planning And Management Of Allocations. Protect Community-supported Status And Undertake The Development Of Innovative Sources Of Revenue That Support Educational Programs Beyond That Which Is Available From Community And State Allocations.

## Action Plans

**2019-2020** - Confer and discuss with Facilities manager, IT manager and Dean; choosing desks and chairs, additional electrical outlets and other IT needs. (Active)

**Who's Responsible for Completing this Action Plan?:** Elsa Torres, Karen Pinkham, Yoseph Demisse, and Leonor Cabrera  
**Estimated Completion Date:** Prior to Fall 2019 semester start.

## Resource Requests

**Drafting chairs and desks** - Drafting tables – Alvin Titan Oak Drafting Table with Drawer (31" x 42") 35 @ \$365 = \$12,775  
Drafting stools- chairs (\$128\*35) 35 @ \$128 = \$4,480  
Additional electrical power - approximately \$5000

**Type of Resource:** Equipment (Items Over \$5000)  
**Cost:** 22000

## Objective: Up-to-date technology and facilities

Interior Design equipment and resources must be maintained and up-to-date is a challenge. Interior design is visual and ever changing, up-to-date visuals and facilities are essential to successfully teaching course material and prepare students for their success in the field. The students expect it, not realizing the expense that is involved (as well as faculty time).

The department facilities, while have had some cosmetic changes years ago, are in dire need of updating. Things such as more electrical outlets that do not require trailing cords, given the increase use of laptop computers and tablets for note-taking (while in the field) and class-related projects, 'fresh' materials, such as new laminate countertops, sufficient storage facilities for part-time faculty use, updated visuals and presentation equipment are essential to teaching and preparing students for the work world.

**Objective Status:** 1 - New (PR)

**Objective Year:** 2019-2020

**Estimated Start Date:** 01/01/2019

**Estimated Completion Date:** 01/10/2020

**Please select the college goals with which this objective aligns.:** Student Completion/Success - Provide educational and student services programs that highlight inclusivity diversity and equity in their mission to help students meet their unique educational goals and minimize logistical and financial barriers to success.

**Please select the district goals with which this objective aligns.:** District Goal #3 - Increase Program Delivery Options Including the Expanded Use of Instructional Technology to Support Student Learning and Success, District Goal #4 - Ensure Necessary Resources Are Available To Implement This Strategic Plan Through Sound Fiscal Planning And Management Of Allocations. Protect Community-supported Status And Undertake The Development Of Innovative Sources Of Revenue That Support Educational Programs Beyond That Which Is Available From Community And State Allocations.

## Action Plans

**2019-2020** - Up-to-date technology and facilities: new room and interior design lab with laptops strong enough to run AutoCAD. (Active)

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**Who's Responsible for Completing this Action Plan?:** Professor, Facilities manager, IT Manager, and Dean  
**Estimated Completion Date:** After winter break 2020 - Spring 2020

## *Resource Requests*

**Up-to-date technology and facilities. Computer lab with 40 laptops, laptop cart and dedicated classroom.** - INTD lab in 13-015 -  
40 laptops @ \$1,800      40 @ 1800 = \$72,000  
Modular Desks and Chairs - approximately \$100,000.

**Type of Resource:** Equipment (Items Over \$5000)  
**Cost:** 172000