DEPARTMENT FACULTY/STAFF INPUT

An important part of the Program Review process is the consultation and input of all members of the department. Please have each member of the department both full-time and part-time sign below to acknowledge that they were consulted with during the process and were able to provide input.

NOTE: This signature does not indicate necessary approval of the data or the analysis or evaluation of the information contained inside this document. It is an indication that you had an opportunity to provide input in the process.

<table>
<thead>
<tr>
<th>Name of Faculty or Staff Member</th>
<th>Signature</th>
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<tr>
<td>Dr. Thomas Miller</td>
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<td>Dr. Linda Minasian</td>
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<td>Pam Telgenhoff</td>
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<td>Traci Linstrom</td>
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<td>Richard Sumner</td>
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<td>Barbara Sternfeld</td>
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<td>Craig Pridmore</td>
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<td>Shang-Ying Tsai</td>
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<td>Erin Kirk</td>
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<td>Margaret Saarinen</td>
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<td>Susan Pelosha</td>
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<td>Dave Graham</td>
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PART I. ABSTRACT (EXECUTIVE SUMMARY).
In one page or less, summarize the major findings of the Program Review Report. List the key measurements of quantity for your department and the results of the data. Provide a brief analysis/explanation of the data and the major future goals supported by the data.
Faculty Facilities Funds

“The Music department is amongst one of the larger programs on the Victor Valley College campus. Over the past four academic years (2001-02 through 2004-2005), the Music department has generated approximately 160.11 FTES for the College and grew on average 3.09 percent annually." (Victor Valley College Educational Master Plan, 3rd Draft, 2006)

The number of full time staff needs to stay proportionate to the campus population growth and the size of the music department. The department has tripled in size whereas the full time staff is at 1966 levels. This is due, in part, to the willingness of staff, both full time and part time, to take on extra unpaid assignments.

Facilities, such as practice rooms, computer labs, and teaching studios need to be updated. The state’s choice to not fund the proposed remodel of the music building has left the program, again, at 1966 levels.

The music department is continually under funded to keep pace with general education and music specific ensemble growth, equipment acquisition and maintenance, and campus-wide music use licensing fees.

PART II. KEY MEASUREMENTS OF QUALITY (KQM’s)
Key quantity measurements (KQM’s) are a combination of college-wide data elements (provided to you in a separate report) plus elements that are of particular importance to each department. Please describe below department specific data you consider in preparing this report.

VVC Educational Master Plan
Assist.org
Music Department Budget Report
Faculty/Student Feedback
PART III: ANALYSIS OF KEY QUALITY MEASUREMENTS (KQMs)
Referring to the report of key quality measurements provided by the Office of
Institutional Research, please provide your analysis of each indicator included in the
report.

KQM 1 – Enrollment trend for the past 5 years:
Enrollment appears to have dropped, but this is the result of no longer offering credit to students
under the age of sixteen. The department is still providing materials, such as sheet music and
loaned instruments to this non-credit population.
The number of sections offered has steadily increased from fifty to fifty nine.
The number of courses has declined as a result of consolidating instructors into more productive
classes and offering more sections.

KQM 2 – Enrollment projection for the next 3 years:
Enrollments should be commensurate with the institution.

KQM 3 – Retention rate:
Retention rate and success have remained two to six per cent above the institution’s averages.

KQM 4 – Persistence rate: NOT INCLUDED THIS YEAR

KQM 5 – Success rate:
The data shows no discernable trends that indicate quality.

KQM 6 – Job Market: NOT INCLUDED THIS YEAR

KQM 7 – Course Transferability:
The music department offers a substantial number humanities breadth requirements courses for
university transfer. Moreover, through student feedback and discussions with university
programs, the department can proudly report the our music major preparation students
consistently score above the average transfer students in their upper division music department
placement exams. Many have received scholarships and become music tutors at their transfer
institutions.

KQM 8 – WSCH/FTEF: NOT INCLUDED THIS YEAR
KQM 9 – Cost Effectiveness: NOT INCLUDED FOR 2007-2008

KQM 10 – Availability of resources: This was NOT provided in a separate report by the Office of Institutional Research. Please provide your own report of the adequacy of resources for department to meet its goals.

Over the last three years the music departments discretionary budget have fallen precipitously. This happened while the number students served, especially the non-credit component of our offerings has continued to grow. Moreover, the music department continues to fund campus – wide music fee licensing without adequate funds provided this for in the budget.

Other KQM – List other key quality measures not already listed that pertain to your area.

PART IV: CONCLUSIONS

Despite difficulties reconciling discrepancies in the provided model and the provided data, the music department can confidently project meeting most of the expected trends overviewed in the Victor Valley College Education Master Plan.

PART V: EXPLANATIONS

Conclusions about the music department are not currently complete because of the inability of the department chair to interpret the information provided. The models provided to the department chair display confusing inconsistencies. For example, the provided model showed that the Fiction Writing department actually lost ftes yet was projected at 3% growth, and was reported in the model as a 6% projected increase. There was a problem completing a meaningful evaluation at this time without further training in interpreting the trends. Unfortunately, the training session provided this department chair was mostly a discussion of the due date for this evaluation. Moreover, the graphs provided in the model and the graphs provided to the department chair looked completely different.
PART VI: GOALS
For each department goal requiring additional resources, please respond to all the questions below. (Cut and paste questions as needed for each additional priority).

Priority 1 *Faculty

What is your goal for 2007-2008?

To have in place faculty searches for two additional full time positions.

To which College-wide strategic goals (see last page of this document) is this related?

Through utilization of prudent fiscal policies and the proactive entrepreneurial pursuit of increased revenue, the College will work diligently to secure solid financial resources to meet current and future enrollment growth, community learning needs and learning outcomes.

The number of full time staff needs to stay proportionate to the campus population growth and the current size of the music department. The department has tripled in size whereas the full time staff is at 1966 levels. What was adequate for 3000 students can hardly be apace with 13,000. This is because of the willingness of staff, both full time and part time, to take on extra unpaid assignments. Though the numbers might suggest that four new staff members would be needed, the department would be willing to start with two, but would request serious consideration for creating at least a third full-time position and a half-time librarian.

How will you know if the goal was successful (measurement)?

There will be positions created and an active search begun.

How will the goal be accomplished (key activities)?
Approval of request through the new faculty hires process.
Complete the faculty hiring process and employ the new faculty.

What additional resources are you requesting?

Training, advice and time to pursue this goal

General Description –
Projected Cost –
One-time or base increase? –
Additional Comments –
Priority 2 *Facilities

What is your goal for 2007-2008?

To have plans underway to improve facilities, such as practice rooms, computer labs, and teaching studios that need to be updated. The state’s choice to not fund the proposed remodel of the music building has left the program at 1966 levels.

To which College-wide strategic goals (see last page of this document) is this related?

Institutional Commitment to Student Learning and Student Success through Educational Excellence - Student learning will be the central focus in the development, implementation, evaluation, and improvement for all courses, programs, and services. Effective Technology Integration - The College will integrate and utilize technology and provide quality technological training for the creation and delivery of instruction, support of programs and services, and the improvement of institutional effectiveness to enhance student learning.

How will the goal be accomplished (key activities)?

Work with the Facilities Focus group and M/O to develop upgrade plans that can be accomplished in-house.

The opening of the Speech/Theater Arts addition to the PAC should allow Music to gain full access to Music room 7 which will permit a reorganization of the piano and computer labs and more space to create a practice room suite in the current Music 3 lab using the two current Wenger modules and the addition of several more modules.

Seek possible Foundation or other outside funding for upgrades and additions to piano labs/computer labs.

What additional resources are you requesting?

Funds for new equipment, carpeting and wall materials
Exclusive use of Music 7
Support from M/O to do light construction and move practice modules, etc.

General Description –
Projected Cost –
One-time or base increase? –  
Additional Comments –

Priority 3 * Funds

What is your goal for 2007-2008?

To close the short falls in department funding. Over the last three years the music departments discretionary budget have fallen precipitously. This happened while the number students served, especially the non-credit component of our offerings has continued to grow. Moreover, the music department continues to fund campus-wide music fee licensing without have the adequate funds provided for in the budget.

To which College-wide strategic goals (see last page of this document) is this related?

Institutional Commitment to Student Learning and Student Success through Educational Excellence - Student learning will be the central focus in the development, implementation, evaluation, and improvement for all courses, programs, and services.

How will you know if the goal was successful (measurement)?

There will be more money available to the music department.

How will the goal be accomplished (key activities)?

Cannot be addressed at this time

What additional resources are you requesting?

Training, advice and time to pursue this goal

- General Description –
- Projected Cost –
- One-time or base increase? –
- Additional Comments –

College-Wide Strategic Goals

Music_PRAISE_2007-2008
The following revised set of strategic goals for the College were adopted by the Board of Trustees in 2005. These goals will provide the general direction for development of strategies the College will adopt and implement in the coming years:

1. **Organizational Excellence** - The College's governance roles and processes are structured to maximize institutional effectiveness.

2. **Institutional Commitment to Student Learning and Student Success through Educational Excellence** - Student learning will be the central focus in the development, implementation, evaluation, and improvement for all courses, programs, and services.

3. **Economic and Community Development** - The College will effectively meet changing community needs for education leading to employment, cultural enrichment, civic, political and social responsibilities.

4. **Diverse Populations** - The College will increase access opportunities by improving programs and services to better serve an increasingly diverse campus population.

5. **Effective Technology Integration** - The College will integrate and utilize technology and provide quality technological training for the creation and delivery of instruction, support of programs and services, and the improvement of institutional effectiveness to enhance student learning.

6. **Learning Centered Resource Management** - Through utilization of prudent fiscal policies and the proactive entrepreneurial pursuit of increased revenue, the College will work diligently to secure solid financial resources to meet current and future enrollment growth, community learning needs and learning outcomes.