INSTRUCTIONAL PROGRAMS AND AREAS
PROGRAM REVIEW/PLANNING AND EVALUATION PROCESS

QUESTIONNAIRE FOR INSTRUCTIONAL PROGRAMS

INSTRUCTIONS:

Complete all sections as instructed. Click the shaded sections to type your answer.
When completed, please save your file and e-mail it as an attachment to tanya_hanton@westvalley.edu.

A. INTRODUCTORY QUESTIONS

1. Program Name: ***Theatre Arts***

2. Person(s) completing the questionnaire: *Virginia Drake*

3. Date of completion: *November 4, 2007*

4. What are the primary purposes of the program? Check all that apply.

   - ☒ WVC Degrees and Certificates
   - ☒ Transfer Courses
   - ☒ WVC General Education
   - ☒ Lifelong Learning/Life Enrichment
   - ☐ Occupational / Vocational Courses
   - ☐ Student Support Services
   - ☐ Academic Support Services
   - ☐ Administrative Functions

5. In one paragraph, how does the program further the College's mission and goals? (only new information need be added)

The WVC Theatre Arts Department provides well-rounded and mutually-supportive courses that address both the practical and theoretical aspects of TV/Film and Theatre Arts. The department easily connects with large student groups and individuals. In this active and creative environment, the Theatre Arts Department serves students with diverse needs and interests, giving them the opportunity to develop their skills for transfer to the university, pre-professional programs, and personal enrichment. Associate of Arts Degrees are available in Theatre and Film Studies, Acting, Costume/Makeup, Stage Technology and Video/Film. Certificate programs are available in Video/Film and Stage Technology. The Theatre Arts Department collaborates with other WVC departments to provide insights and activities which link their fields to theatre and video/film performance.

6. In one paragraph, what significant events have affected or impacted the program since the last program review?

While our lecture courses continue to be popular and well-attended, our more specialized courses have suffered from lower enrollment over the last few years. This has caused us reduce and combine the specialized courses we offer per semester. It appears that we are encountering more transfer students than in past years. Our technical theatre program is growing, as is our film program. We have purchased video equipment to serve the needs of those students who can't afford them. We have added a highly capable and enthusiastic full-time instructor within the last three years. Additionally, we are creating a portable TV Studio that will serve the recording needs of

film/video projects, theatre performances and Music Department events. Increased Music Department activities have impacted the Theatre Arts Department's use of performance space and Theatre Arts classified personnel. Additionally, the Campus Theatre sound system continues to deteriorate, and we have a broken backstage intercom system which plays havoc on all groups that perform there.

B. DATA ELEMENT ANALYSIS SECTION (ANALYSIS AND RESPONSE)

1. Using the enrollment data from Table 1 from previous program review, add or revise as appropriate.

a) What significant trends are revealed in the data?
b) What factors might contribute to any program differences compared to the College data?
c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

a) Our Fall '05 FTEs/FTEf is 17.7, which is above the college average of 16.1. We do see a drop in enrollment (consistent with the college on the whole), but we have remained steady for the last two years. Our biggest drop in enrollment came in 2004, but we have leveled out since then.

b) The size of our WSCH and FTE figures may be slightly inflated due to the amount of "lab by arrangment" hours many of our courses have. These hours reflect the amount of time the students spend in preparation and production work.

c) Although we reveal a healthy FTEs/FTEf ratio, we recognize the need to continually bring that number up. We need courses that bring in students without demanding "lab by arrangement" hours. This suggests a need for more large lecture courses.We realize that we must provide students with articulated transfer courses. Our goal is to expand the number of courses accessible to a wide range of transfer and vocational college students.

2. Using the demographic data from Table II from previous program review, add or revise as appropriate.

a) What significant trends are revealed in the data?
b) What factors might contribute to any program differences compared to the College data? See attachment for college-wide statistics.
c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

a) Our male/female demographics have revealed a larger percentage of males in attendance than females. The Theatre Arts Department serves a much larger population of younger students than the school average (25-40% higher). We also serve approximately 10% more white students than the college average.

b) The male/female ratio is probably due to the types of courses available. Production/Hands-on courses that require use of equipment and mechanics traditionally have had more men than women in them. The Survey of Film courses generally deal with more "homo-social" genres (Gangster, Horror and Western films). Our preponderance of younger students might reflect the lack of theatre/film opportunities the students had in high school. They want to take our classes before moving on to the next step. This trend is in keeping with the decreasing number of Theatre Arts AA degrees and certificate earners, and the increase in transfer students. We feel the higher number of white students in the Theatre Arts Department is largely a cultural issue.

c) The deparment has repeatedly promoted multi-ethnic and cross-gender casting in order to bring more women and ethnicities into our productions. We have also worked hard at bringing mature students into both classes and productions. It appears that we can go further in encouraging our minority students through interaction with instructors, projects and assignments, so that our courses appeal to a broad demographic range. A possible course of action would be to draft a new Survey of Film course or two, targeting female students. We see no need at this time to request resources to address this issue.

3. Using the success data from table III from previous program, add or revise as appropriate.

a) What significant trends are revealed in the data?
b) What factors might contribute to any program differences compared to the College data?
c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

a) Our students tend to have a 10% higher success rate than the college average. As of June, 2006, the Theatre Arts Department had also awarded more AA Degrees in the last five years than any other department in our Division. In June, 2006 the Theatre Arts Department showed a sucdess rate of 73.3%, which is higher than the college average of 64.7%.

b) The Theatre Arts Department may have a higher number of students taking our courses for personal enrichment. Additionally, since many students at WVC are taking Theatre Arts courses as Fine Arts electives, if they aren't doing well, they drop our courses and enroll in courses in which they can be more successful. We cannot account for the large number of AA Degrees that we offer, except to say that the field must interest a large group of students.

c) Our current courses serve our students well, yet the more variety of courses we offer, the more students will return to our department to enroll in additional courses. New hands-on courses will demand additional resources, since theatre, film and video work is largely based on the use of equipment and materials.

4. Are there any data or factors (e.g. integration of technology; college, district, or state expectation or mandates) concerning staffing in the program, that suggest a need for increasing or decreasing program staff (e.g. permanent and associate FTE, permanent and hourly classified staffing or administrative staffing)?

We have hired one new full time instructor in the past three years to cover film and video classes. We anticipate hiring a full time instructor in the next two and a half years to cover the area of Costume, Makeup, Acting, and Theatrical Direction. This addition would give us the final piece missing from our program, since it is now covered only by part time instructors. We anticipate the need of a classified technical TV/Film position to assist TV/Film production courses. We also anticipate the need of a classified stage carpenter to assist in the "build" of our theatrical productions, since our Theatre Arts Technical Director has been giving up Theatre Arts time and labor to assist the Music Department.

C. CURRICULUM SECTION (ANALYSIS AND RESPONSE)

1. Based on your program's curriculum information, as published in the most recent West Valley College catalog, what curriculum changes are anticipated in the next three years? (These changes could include major course revisions, curriculum deletions, new courses, revised or new options within a program, or proposed new programs.)

The Theatre Arts Department is currently cleaning up and modifying course offerings, majors, and major requirements. We are re-assessing the value of hours-by-arrangement for some courses. We are also revising three classes to distance-learning, on-line formats. We anticipate the creation of at least one additional IGETC course, with others to follow. We have certified Th Arts 010 (Intro to Theatre) for Information Competency, and we anticipate adding at least two more courses to that category.

2. The attached excel document shows classes that have not been offered since Spring 04. Please list the courses you intend to submit to the Curriculum Committee by February 8th for de-activation prior to publication of the 08/09 catalog.

The Theatre Arts Department, upon review of courses that have not been offered since Spring '04 intends to de-activate the following courses:

Th. Arts 016AB, Summer Stock

Th. Arts 073, Theatre Road Show

Th. Arts 080, Television Equipment Operation (elimination of this course will also trigger the elimination of a Courtroom Videography Certificate)

3. Considering the new course and program level Student Learning Outcomes that have been developed since the last program review:

   a) What relevant findings have been derived through the SLO assessment process since the last program review?
   b) What changes have been implemented, or are planned, based on the findings since the last program review?
   c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

NOTE: Please contact LeAnn McGinley (741-2402), Assessment Coordinator with any questions concerning SLOs.

a) Theatre Arts 010, Intro to Theatre, has been monitoring the SLO assessment process for the past two semesters. Students are graded on their ability to describe, evaluate and assess a live theatrical production by writing a performance critque. Clear expectations are laid out for the stduents as to what is expected in that paper. When the stduent gets the paper back, a score (0-5) is given in each critique category. the instructor keeps a running tab on how the students score in each category. Findings indicate that most students can describe and evaluate, but few grasp the idea of assessment.

b) The changes made to increase students' concept of assessment is presented through additional class discussion, coupled with examples and samples. The concept, "is it worth doing" comes up in almost all discussions of theatre performance. The students are taught that not all art is worth the time and money spent to produce it. The student is made aware that a piece of theatre needs to speak to a modern audience -- it must be topical and have a value in today's market.

c) The discoveries made in Theatre Arts 10 have had a ripple effect throughout the Department. The faculty is in the process of devising ways to ensure that the students are learning what we think they are learning. Projects are being broken into segments/modules, so that students can approach major assignments in digestible chunks. Grading systems are more clearly defined so that the student has a clearer grasp of their standing at all times throughout the semester. Instructors are providing learning opportunities that highlight both left and right brain, so that students have a means of finding success through a variety of paths. Clearer SLOs for each course are being developed, as well as an assessment process to determine if SLOs are being met.

D. EXTERNAL INFLUENCES SECTION (ANALYSIS AND RESPONSE)

1. If applicable, considering the effects of external influences on the program's purposes and goals:

   a) How do accreditation requirements, government regulations, advisory boards, labor market demand, transfer institution articulations or other external factors affect the program?
   b) How might these influences form the basis for an action, objective, or request for resources?

a) All of the above factors affect Theatre Arts enrollment as well as that of the college in general. Our program has had to adjust accordingly. As mentioned elsewhere in this document, we have seen a movement of students away from AA degrees and certificate programs and towrds transferable courses. At the same time we have seen an upsurge in demand for practical courses with the potential for a finished end product (theatre and film production), and for the exhibition of that finished product (theatrical performance and film festivals). Since the school is located in Silicon Valley, and since we are preparing students to work and live in this tech-savvy environment, we find it necessary to stay abreast of current and emerging technologies, incorporating them wherever possible.

b) In order to address the transfer student situation, we have been revising courses and articulating with transfer institutions in order to offer as many IGETC courses as possible. In some cases we have seen the need to offer more sections of the transferable classes, while non-transferable classes remain on the back-burner until they can be revised to satisfy transfer requirements. We currently run four theatre productions per year to satisfy students' needs for practical exercise and experience. Enrollment in and attendance at these plays remains strong. We are also seeing healthy numbers of students taking part in film productions and utilizing the department's equipment and facilities which have experienced strong growth in the past two years. The WVC Film Festival has been a consistent draw for student entrants and audiences. A new video category has been added to the Olympiad of the Arts, and this should draw even more applicants.

E. STUDENT FACTORS SECTION (ANALYSIS AND RESPONSE)

1. What program changes or initiatives has the program implemented in the last three years to meet the needs of its student population?

The Theatre Arts Department has incorporated on line courses to its offerings. In an effort to serve our Film students, we made a movie in Fall '07 instead of producing two plays. We have purchased and made available film equipment to our students. We resurrected Theatre Arts 001, Introduction to Media Arts, in order to add another lecture course to our offerings. This course also ties together Theatre, Film and Television, making it a perfect introduction to a Theatre Arts Department that incorporates these three fields in its program. Finally, we hired a new Film instructor, giving students a broader range of instructors from which to choose.

F. SUMMARY AND CONCLUSION SECTION:

1. General conclusions and summary statement.

The Theatre Arts Department provides a robust, varied, and creative environment for the pursuit of theatre, film and video at West Valley College. Our students who transfer to other institutions are well-prepared for the transition. While we may have experienced lower enrollment over the last three years, we are continually engaged in finding new ways to appeal to the larger WVC student body, whether it be through course offerings and production work, or ways that we can enhance and support other courses and programs on campus.

2. Program Strengths:

The Theatre Arts Department is pro-active. The faculty and staff of the Department are continually reviewing and re-inventing ways (through regular, on-line and distance learning courses, and through outreach, team-teaching, interdisciplinary work, and projects) to reach and accommodate students. The Department makes strong use of the fact that it contains both film/video and theatre within the same program. We are using multi-media approaches to both production and course work. For the first time in our dept. history we are making amovie, replacing a standard studio theatre project in that time slot. When this department sees a need for a new course, project, or direction, it moves swiftly to facilitate that change.

3. Program Challenges:

Our greatest challenge is to find ways to provide specialized courses and instruction without jeopardizing our FTEs/FTEf. Additionally, we must find ways to work with the Music Department so that our workspaces and manpower are not jeopardized by Music Department activities. The Department has one classroom, a scene shop, and a costume shop. All other spaces are shared. In addition, we have a classified Technical Director who must give some of his time to Fine Arts activities, making it very difficult for our production activities to grow. Without classified support, it is very difficult for any theatre department to enhance its productions and offerings. In this environment we serve approximately 500 students per semester. Finally, the Department must find ways to furnish students with equipment and facilities, making our courses available to students of all financial means.

G. ACTIONS AND OBJECTIVES SECTION

Based on the foregoing analyses and findings in Sections A. through F., what are the program's intended actions or objectives for the next three years?

We intend to improve our equipment and facilities, expand and revise our course offerings, review and revise our Major requirements, recruit more students, and articulate with local transfer institutions. We intend to make our department available to other programs and departments on campus for collaborative projects and events. We need to hire a 1/2 time classified Stage Carpenter to pick up the loss of help we are currently receiving from our Technical Director, due to increased Music Department activities. Both certificated and classified staff intend to enhance their technology skills. We can improve our Theatre Arts Department website. We can enhance the experience of patrons who attend our performances through maintenance of the temperature of the "house," and through an improved sound system.

Timelines

Over the next three years, what are the program's timelines (in terms of predicted initiation and completion dates) for the stated actions or objectives?

Improvement of equipment and facilities is based on money. We applied for and received a one time technology grant last year to create an editing suite in the Theatre Arts facility. We will continue to apply for monies available from the school at large. We are also selecting productions that will appeal to a broad range of patrons, increasing Fund 17 monies. This is an on-going process.

We intend, over the next three years to review our courses, making modifying those that apply to be added to the "Information Competency" list. We also intend to review our Title Five outlines, making sure that they are up-to-date.

We are hopeful that our application for a 1/2 time Stage Carpenter will be accepted very soon. That will do much to relieve our Technical Instructor of heavy burdens, and free him up to work as a faculty member.

One of our instructors has already taken a Dreamweaver course in Summer '07, enabling her to make our website reflect current activities. She will be doing more over the 07-08 school year.

The maintenance of an adequate temperature in the "house" of the theater could be fixed immediately if the Theatre Arts Department were given a key to the thermostat.

The cost of improving the sound system has already been ascertained. This is something the college has to agree to invest in. It is not something that should be the responsibility of the Department, since the entire college uses that facility and rents it out.
We can investigate and visit the Theatre Arts Department at San Jose State University, looking for ways that we can articulate courses, modify existing courses, and create new courses that would allow our Transfer Students to make an easy transition to the university.

Which of these actions or objectives would be initiated and completed within the coming year, given adequate resources?

Improvement of Theatre Arts Department website.

Addition of another course to the "Information Competency" list.

Addition of a 1/2 time Stage Carpenter.

Access to the thermostat in the "house" of the Campus Theater.

H. RESOURCE REQUESTS 2006-2007

1. Please indicate if any of the resource requests identified in the previous program review were funded through one or more of the various WVMCCD resource allocation processes that were available in 06 – 07 (e.g. FTE allocation, classified staff, one time funding, budget augmentation, facilities, Land Corporation):
Please complete the following table (leave blank if the answer is not applicable):

	FUNDED by WVMCCD?
Full-time faculty FTE:	☐ Yes ☐ No ☐ Partially
Associate faculty FTE:	☐ Yes ☐ No ☐ Partially
Classified Staff FTE:	☐ Yes ☐ No ☐ Partially
Classified Hourly (in dollars):	☐ Yes ☐ No ☐ Partially
Administrative Staff FTE: *Click once here and type your response*	☐ Yes ☐ No ☐ Partially
Facilities (brief narrative description):	☐ Yes ☐ No ☐ Partially
Equipment (brief narrative description with estimated total cost):	☐ Yes ☐ No ☐ Partially
Supplies (brief narrative description with estimated total cost):	☐ Yes ☐ No ☐ Partially
Staff Development (brief narrative description): *Click once here and type your response*	☐ Yes ☐ No ☐ Partially

Other (please specify): *Click once here and type your response* *The Theatre Arts Department received a computer and software via a one-time Tech Funds grant, supplied by the school. (Estimated Cost: $3,500*	☒ Yes ☐ No ☐ Partially

2. What have you been able to accomplish as a result of the resource obtained?
(e.g. improved retention success and persistence, improved equity, new SLOs, higher enrollment, new online or satellite campus classes….)

NOTE: The Program Review Committee realizes that in some cases, accomplishments and changes resulting from resource acquisition are too recent to be measurable. The current Program Review process is only one year old. Future reviews of funding requests will focus on accomplishments and change occurring over a two-year period.

1. The Theatre Arts Department received a computer and software via a one-time Tech Funds grant, supplied by the school. (Estimated Cost: $3,500) This enabled us to create an editing suite in the in the Theatre Arts basement. As a result of this award we were able to go forward with plans to make a movie this Fall. In addition, students are using it to work on class projects. One of our instructors uses the suite for his office hours so that he can assist students in a hands-on manner in that space.

I. RESOURCE REQUESTS 2007-2008

1. What **new or additional** resources are required to accomplish the stated actions and objectives?

Please complete the following table (leave blank if the answer is zero or none):

Full-time faculty FTE *Click once here and type your response*

Associate faculty FTE *Click once here and type your response*

Classified Staff FTE: *Two part time positions: TV/Film Technical Support, and Stage Carpenter.* ***Stage Carpenter position has been applied for and is awaiting response.***

Classified Hourly (in dollars): *If the above positions do not get funded, $12,000 yearly to fund individuals to do the above jobs on an hourly basis until the positions become available.*

Administrative Staff FTE: *Click once here and type your response*

Facilities (brief narrative description):
1. Complete repair/refurbishment of TA 28A. The job has already been evaluated and partially completed. Currently we need a better console for the video equipment. We also need to repair the rusted exterior walls that provide easy entry for bugs.
2. Continue to pursue the possibility of a Black Box Theater (150 seats) that could be used as both a teaching and performance space. Cost to be determined by bid.
3. Replace the Campus Theatre Intercom System that broke down approximately EIGHT years ago and has yet to be fixed. Estimated cost: $17,000.
4. Repair and upgrade the Campus Theater sound system. Estimated Cost: $250,000.
5. Create more storage space for costumes, set pieces and props. Estimated Cost: $5,000.
6. Clear signage on pathways and Campus Drive, indicated TV Studio location. Estimated Cost: $500.

Equipment (brief narrative description with estimated total cost): *Maintain and purchase scene shop and costume shop equipment. Estimated Cost: $6,000*

Supplies (brief narrative description with estimated total cost):
1. *Purchase key to Campus Theater thermostat box.*
2. *Purchase additional software for our new editing suite: AfterEffects and Garageband. Estimated Cost: $600*

Staff Development (brief narrative description): *Click once here and type your response*

Other: *Click once here and type your response*

When completed, please save your file and e-mail (using the File: Send To menu) to tanya_hanton@westvalley.edu