

Program Learning Outcome Assessment Plan Template

General Information

Academic Year of Implementation: 2010 – 2011

Academic Program / Discipline Area (for General Education) or Co-Curricular Program Area:

Film Production Technology

Planning Team:

Planning Team Leader(s) ¹	Campus	E-mail Address	Phone Extension	Mail Code
Ralph R. Clemente	East	rclemente@valenciacc.edu	2413	3-2
Wendy Givoglu	East	wgivoglu@valenciacc.edu	2218	3-2
Planning Team Members ²	Campus	E-mail Address	Phone Extension	Mail Code
Robert McCaffrey	East	rmccffrey@alenciacc.edu	2784	3-2
Consultant		TBA		

¹ Planning Team Leaders assume the responsibility for coordinating activities associated with the expectations for the design, approval and implementation of Assessment Plans. See the attached documents entitled *Program Outcome Assessment Plan Approval and Improvement Process* and *Program Outcome Assessment Plan Approval and Improvement Process – Student Affairs*

² Planning Team membership, whenever possible, should reflect the *Principles for selection of members for assessment plan work teams*. For faculty teams the principles include: Collegewide representation where possible; Full-time faculty from the respective program / discipline (tenured, tenure track, and Non-Tenure Earning 4 / 8 / 10 month faculty); Adjunct faculty when an adequate number of full-time faculty do not teach in the program / discipline; Faculty from both disciplines or programs when an outcome is assessed in two programs or a program other than the primary discipline. For plans developed in Student Affairs planning teams should include the following: Collegewide representation where possible; Staff from the targeted program area; Part-time Student Affairs professionals when an adequate number of full-time staff do not work in the targeted program area; Faculty / staff from other program / discipline areas working on the same or similar outcomes; Students representation when possible.

Learning Outcomes and Performance Indicators

Academic Program / Discipline Area (for General Education) or Co-Curricular Program Area: Film Production Technology	
Targeted Program Learning Outcome: Demonstrate knowledge of various motion picture production equipment.	Targeted Course(s), Co-Curricular Program or Student Activity associated with the Academic Program: FIL 2432C – Film Production FIL 2450 – Film Gripping FIL 2532 – Film Sound FIL 2505 – Film Lighting FIL 2580 – Film Camera FIL 2552 – Film Editing
	Targeted Outcome(s) within the Course(s), Co-Curricular Program or Student Activity identified above: <ul style="list-style-type: none"> • Participate as a member of a technical crew on Valencia Film Productions. • Demonstrate working knowledge of equipment, safety procedures and proper application of specialized film equipment. • Be able to function as an important member of a motion picture grip crew. • Demonstrate working knowledge of our film cameras. • Function as an integrated member with the Electric, Grip and Sound Crews.
Performance Indicators for the Program Learning Outcome(s) selected: <ul style="list-style-type: none"> • Student will be able to safely, effectively and efficiently complete tasks of the grip department. • Student will demonstrate knowledge of industry hierarchy, industry materials and equipment as it pertains to the grip department. • Student will be able to load film magazines • Student will be able to clean the camera and film gate. • Student will be familiar with items found in an assistant camera ditty bag 	Performance Indicators for Outcome(s) within the Course(s), Co-Curricular Program or Student Activity selected: <ul style="list-style-type: none"> • Student will be able to safely, effectively and efficiently complete tasks of the grip department. • Student will demonstrate knowledge of industry hierarchy, industry materials and equipment as it pertains to the grip department. • Student will be able to load film magazines • Student will be able to clean the camera and film gate.

<ul style="list-style-type: none"> • Student will be able to demonstrate operating and safety procedures in realistic conditions. • Student will perform duties as an entry level member of the sound dept. 	<ul style="list-style-type: none"> • Student will be familiar with items found in an assistant camera ditty bag • Student will be able to demonstrate operating and safety procedures in realistic conditions. <p>Student will perform duties as an entry level member of the sound dept.</p>
<p>Common Assessment (What assessment method (written assignment, speech, test, etc.) will you use to assess student ability related to the program / course outcome(s) selected):</p> <p>None. This program operates with a single instructor with help from consultants. Students travel through the program in lock-step and no common assessment is required.</p>	
<p>Description of the Proposed Common Assessment (Common assessments should be designed to ensure a balance between (1) the need for a consistency within the program in order to ensure comparable student artifacts and (2) the need for reasonable flexibility in order to encourage faculty judgment in the design and delivery of learning activities):</p> <p>See above.</p>	
<p>Proposed Assessment Instrument (In some cases the assessment method may not need an associated assessment instrument – e.g., multiple choice tests):</p> <p>Teacher’s and consultants’ (professional department heads) observation of students on set, recorded with a rubric.</p>	

Implementation Process

Approval Process

Activities Associated with the Approval of Assessment Plans	Proposed Completion Date	Person Responsible
Draft assessment plan is circulated for input to reviewers appropriate to the program / discipline	Sept. 2010	Ralph Clemente
College-wide live or e-mail / Blackboard discussion will be coordinated to consider input received	Oct. 2010	Ralph Clemente & Wendy Givoglu
Draft assessment plan is revised to reflect input	Nov. 2010	Ralph Clemente
Current voter eligibility list for curriculum will be used to vote on draft assessment plan	Jan. 2011	Ralph Clemente

Faculty / Professional Development Needs Associated with the Proposed Common Assessment

What training / preparation / information will faculty or staff need in order complete the proposed assessment plan?

Provide course outlines and program outcome list.

Collection of Student Artifacts

What information needs to be communicated to students concerning the assessment process (informed consent, etc.)?

None needed. Not publishing this information.

How will student artifacts or data associated with student performance be collected?

On set during production, with rubrics filled out on set or directly after productions.

If student artifacts are to be collected based on a random sample of students registered for the course or participating in the program / activity, what characteristics should the sample include?

This is a small program and most or all student observations will be used. No characteristics needed at this time.

How will information about faculty / staff participation in the assessment project be communicated?

Via email from program chair.

Who will be responsible for coordinating the collection of student artifacts?

The Program Chair.

At what point in the academic year / semester will the student artifacts be collected?

Each summer semester (July).

Program Level Assessment / Evaluation of Student Artifacts and Analysis of Results

When will student artifacts be assessed / evaluated (Learning Day 2011 is scheduled for February 11, 2011, Assessment Day 2011 is scheduled for May 5, 2011)?

Before the August break each year.

Which faculty or staff from the program/discipline will evaluate student artifacts?

The Program Chair, faculty with expertise from other Arts & Entertainment programs, professional consultants acting as faculty.

What training / preparation / information will faculty or staff need in order adequately assess / evaluate the student artifacts collected?

Exposure to the rubric before they do observations on set.

When will the results / data associated with the assessment plan be analyzed?

Currently the program chair is the only person who needs to use this information, but it will be shared after the August break with stakeholders of the Film Program. The Program Chair will change the approach of the consultants acting as faculty based on the results of the analysis.

What training / preparation / information will faculty or staff need in order to analyze the results data associated with this assessment plan?

See above.

What additional sources of data might allow faculty / staff to better understand and act on the results of this assessment plan?

See above.

In order to ensure curricular and programmatic alignment, who else should be included in this conversation (e.g., faculty from related discipline areas in General Education)?

Dean of Arts & Entertainment and faculty with expertise in other programs in Arts & Entertainment.

How will the assessment results be disseminated to stakeholders (Faculty, Staff, Advisory Boards, etc.)?

Via email from the Program Chair.

Improvement Plan and the Use of Assessment Results

What do the results of this assessment plan suggest about changes / improvements needed within the curriculum (targeted course(s), co-curricular program or student activity)?

TBD

What changes to the common course outlines, if any, need to be considered?

TBD

What do the results of this assessment plan suggest about changes / improvements to the program assessment process?

TBD