

# Ohlone College

## Program Review Report

- **Program Description and Scope:**

- *Program Review Title:* Smith Center Operations
- *Academic year:* 2015/2016
- *Review Type:* Instructional Services
- *Program/Departments:* Smith Center Operations (68101)
- *Authority Code:* 61-Director, Theatre Operations
- *External Regulations:* Yes X No

We have an advisory committee that helps to develop our Community Outreach and Professional artist series.

- *Provide a brief narrative that describes the services provided.*

Twenty years ago, the Smith Center was built as Fremont, Newark and Union City's only performing arts venue. The State Of the Art facility has been, and continues to be the shining face of Ohlone College. On average 45,000 guests walk through our doors every year to attend Student, Staff and Community events. Over 10,000 students have directly participated in programs in the Smith Center. In an effort to keep the Smith Center hands-on and state-of-the art, equipment must be replaced for consistency and safety. Smith Center Operations helps to maintain, replace and update the equipment in the facility that is used on a daily basis by students, staff and community members. Currently all expendable's (gaff tape, office supplies, small hand tools), shop tools, paint frame, scenic rigging system, orchestra acoustical shell, stage flooring, lighting and sound systems are paid for through Smith Center rentals.

- **College Mission**

- *Mission Statement*

Ohlone College responds to the educational needs of our diverse community and economy by offering high quality instruction supporting basic skills, career development, university transfer, and personal enrichment and by awarding associate degrees and certificates to eligible students in an innovative, multicultural environment where successful learning and achievement are highly valued, supported, and continually assessed.

- *Program Relation to College Mission.*

- Support Services
- *State your program Mission/Purpose.*
- .
- *Briefly describe program accomplishments.*
- .
- **Student Impact Assessment**
  1. **Student Learning Assessment - Many students will go into the work force with a greater knowledge of professional theatre. They will feel comfortable in greeting big named artists and have the confidences to get their jobs done.**
    - *Enter assessment results for "Student Learning Impacts" and analyze student success:*

Many students that have gone through our programs or have been student employees, are now working professionals. Several are full-time lead technicians at California's Great America, Disneyland, Tour managers (for musicians such as Britney Spears) designers for local community theatres and/or have transferred to four-year institutions.
    - *Future Improvements:*
- **Student/Program Achievement**
  - *List area-specific outcomes.*

Our resident children's theatre has grown with our student and staff's help from 4 small-scale performances, to nearly 30 sold-out Broadway caliber productions. The students and audiences look at these events as Ohlone achievements.
  - *Identify internal and/or external benchmarks and regulations.*

We must maintain a delicate balance of student events, vs. outside rentals. As a rule, scheduling priority is giving to the Theatre, Dance and Music department. Shortly after, the calendar is opened up to the rest of the Ohlone Community before going out to the general public. We also have strict codes to follow as they pertain to Fire, Safety and Union rules.
  - *Enter assessment results for area-specific outcomes and analyze trends.*

Our box office sales had a spike 3 years ago at \$147,436.00 our total sales for last year were \$126,834.00 down just over \$20,000. Much of this had to do with Summerfest being cut. Summerfest used to bring between \$15,000-\$30,000 in revenue which was used to offset Smith Center expenses such as setting up the Truss, paying Summerfest students tuition, Summerfest/Smith Center assistant and general operating costs.
  - *Analyze program budget trends and expenditures. Comment on how the program can best use budget resources.*
  - *Analyze the program's current use of staff, equipment, technology, facilities,*

*and/or other resources. Comment on how the program can best use these resources.*

- *Additional Program Table Data*
- *Future Action*

Strategies to improve achievement indicators. Specify. New equipment will help our staff be more effective instructing students, more productive and maintain our state-of-the-art facility. I'm told that that Measure G will be used to replace our leaking roof, failing doors, and theatre/acoustical curtains in the whole facility that have surpassed their useful and legal life.

- **Program Improvement Objectives**

1. *Based on the program data analysis and PSLO analysis, identify your Program Improvement Objective(s): What are you going to do? Why are you going to do it?*

A revamp of the Smith Center Presents! professional artist series needs to occur in order to assist with student learning through hands on experience with professional in the industry of music, theatre and dance.

*Notes (optional): Please include any notes related to your PIO. (2500 Character limit)*

Carried over from previous year.

*Program PIO will address the following:*

- Course Completion
- Increase Program Enrollments
- Service Impacts
- Student Learning & Achievement

*How will you assess the effectiveness of your PIO:*

Students will again be able to attend quality professional productions and no additional cost. Many of the performing arts classes are required to attend events such as these in order to pass their course. The SCP! provides this opportunity at no cost and is right here on campus.

**PIO Action Plan:**

*How will you accomplish this?*

The \$12,000 that was cut from the program 3 years ago needs to be restored in order to provide quality and interesting artists.

*What is your timeline?*

Fall 2015

*Who is going to do this?*

Smith Center staff, and administration.

*PIO Status:*

- New 11/04/2015

*Closing the loop - Describe the results of your PIO implementation or completion:*

*Conclusion: Complete if PIO has been completed*

*Fiscal Resources Status:*

**PIO Resources:**

- Resource: Other Budget Related Resources Needed  
Description: Fees for performers (restoration)  
Est. Cost: \$12,000.00

2. *Based on the program data analysis and PSLO analysis, identify your Program Improvement Objective(s): What are you going to do? Why are you going to do it?*

In order for The Smith Center to continue to provide a safe, efficient and modern venue and to aid in Student, Staff and Community enrichment, storage is needed for the internal recycling of theatrical props, scenery and equipment. Student learning can be enhanced by providing Theatre Students a full inventory of supplies, scenery and tools. Currently we are out of space to store these expensive items. In the spirit of remaining green, we often recycle every element of a stage set or props. This not only saves money on materials, but on labor.

*Notes (optional): Please include any notes related to your PIO. (2500 Character*

*limit)*

*Program PIO will address the following:*

- Persistence
- Service Impacts
- Student Learning & Achievement

*How will you assess the effectiveness of your PIO:*

**PIO Action Plan:**

*How will you accomplish this?*

WAREHOUSE (Bond) 60'L X 60'W X 15'H This warehouse is badly needed for multiple reasons. 1. The Theatre Department has outgrown their storage needs, partially due to a 2nd story storage level in the shop getting condemned by the fire marshal. 2. The "trap room" needs to be converted into a student lighting lab. The equipment currently in this space would move to the Warehouse. 3. Radio Department needs a place with easy access to store their equipment for "Remotes". Currently, the students must drag this equipment through control rooms and 50+ feet to the truck. This is hard on the students and the expensive broadcasting equipment. 4. The Smith Center needs more storage for equipment used by all departments on campus. Sound, Lighting, stage platforms, risers and Music equipment fill every nook and cranny and the small storage rooms are literally filled to the top.

*What is your timeline?*

This should be build by Fall 2017.

*Who is going to do this?*

Outside contractorx, Smith Center Staff, Theatre and Broadcasting Faculty, Students.

*PIO Status:*

- Revised

*Closing the loop - Describe the results of your PIO implementation or completion:*

*Conclusion: Complete if PIO has been completed*

*Fiscal Resources Status:*

**PIO Resources:**

- Resource: Facilities Improvement  
Description: Warehouse storage facility to replace current storage units
3. *Based on the program data analysis and PSLO analysis, identify your Program Improvement Objective(s): What are you going to do? Why are you going to do it?*

Weekend custodial coverage needs to be added to avoid the rising overtime cost. Most events take place in the evening and/or weekends.

*Notes (optional): Please include any notes related to your PIO. (2500 Character limit)*

Carried over. Having this position will save money, because overtime will no longer be needed for this work.

*Program PIO will address the following:*

- Service Impacts
- Persistence

*How will you assess the effectiveness of your PIO:*

The budget will show a savings.

**PIO Action Plan:**

*How will you accomplish this?*

Hire a part-time or re-assign a custodian to cover weekends in the Smith Center. A simple schedule change could save the college \$30,000+ in weekend event overtime.

*What is your timeline?*

now.

*Who is going to do this?*

Ohlone facilities department.

*PIO Status:*

- New

*Closing the loop - Describe the results of your PIO implementation or completion:*

*Conclusion: Complete if PIO has been completed*

*Fiscal Resources Status:*

- Not sure of status.

**PIO Resources:**

- Resource: Staff/Administrative Position  
Position Title: Weekend custodian  
FTE: This should save money--net plus.

4. *Based on the program data analysis and PSLO analysis, identify your Program Improvement Objective(s): What are you going to do? Why are you going to do it?*

The 35 year Summerfest Tradition was cut 5 years ago and it is creeping its way back. Students require this program to achieve AA's in Fine Arts, hone and showcase their skills in the disciplines of Acting, Singing, technical theatre, Stagecraft, Stage Makeup and Costuming.

*Notes (optional): Please include any notes related to your PIO. (2500 Character limit)*

For Summer 2016 the department is experimenting through a co-production with Stage 1, a community theatre company. If the experiment succeeds and the

decision is made to continue the collaboration, the Summerfest will be on a more sustainable path. Re-visit this PIO during 16-17 to ascertain what level of college funding will be applied for. It will likely not be as much as the \$75,000 asked for in the current PIO.

*Program PIO will address the following:*

- Course Retention
- Course Completion
- Persistence
- Student Learning & Achievement
- Success Rates
- Increase Degrees/Certifications
- Service Impacts

*How will you assess the effectiveness of your PIO:*

The program coming back in full force with full classes and a packed house of audiences will be the best indicator that the restoration was affective.

**PIO Action Plan:**

*How will you accomplish this?*

Bottom line is money. \$100,000 program was cut and can not comeback without 75% of that at minimum. These productions have great flexibility in generating FTE by choosing a larger show, more students can be included. Also double casting can increase the student population and audience attendance.

*What is your timeline?*

Summer 2016

*Who is going to do this?*

Administration, Smith Center and Performing Arts staff. 2 Faculty positions are currently funded, but not the rest of the production (orchestra, set, rights and royalties, remaining staff such as vocal director, choreographer, designers and assistants.



*PIO Status:*

- New 12/04/2015
- In-Progress

*Closing the loop - Describe the results of your PIO implementation or completion:*

*Conclusion: Complete if PIO has been completed*

*Fiscal Resources Status:*

**PIO Resources:**

5. *Based on the program data analysis and PSLO analysis, identify your Program Improvement Objective(s): What are you going to do? Why are you going to do it?*

NUMMI Studio Theatre and orchestra chairs are falling apart and no longer provided structural support so students, musicians, instructors and audience members. The current chairs were from the originally Studio 22 and are now 40 years old. The hand rests are falling off and the padding is non-existent and there is more dust and dirt on them than black paint.

*Notes (optional): Please include any notes related to your PIO. (2500 Character limit)*

Carried over from previous year.

*Program PIO will address the following:*

- Student Learning & Achievement
- Service Impacts

*How will you assess the effectiveness of your PIO:*

Students can be surveyed to see if the new chairs helped them concentrate.

**PIO Action Plan:**

*How will you accomplish this?*

New padded folding chairs need to be purchased. 20 should have pop up desks to assist in lectures, and every other one needs padded arms. We need roughly 150 chairs and \$30,000.

*What is your timeline?*

ASAP sooner the better but this is not a dire emergency, but a much-needed piece of student equipment.

*Who is going to do this?*

ohlone staff?

*PIO Status:*

- New 12/04/2015

*Closing the loop - Describe the results of your PIO implementation or completion:*

*Conclusion: Complete if PIO has been completed*

*Fiscal Resources Status:*

**PIO Resources:**

- Resource: Non-Instructional Equipment  
Description: Replace old chairs (older than the Smith Center)  
Est. Cost: \$30,000.00

**Attached Files:**

- 
- [smith center use by user type.xls](#)