Request Title: Hire Gallery Assistant (half-time APT Position)

Part I. General Information
Name of requestor: Toni Martin
Unit, Department or Program: Humanities
DC review: X
D/VC, Dir, Ch review:

Part II. Resource Information
Type of request by code and description:
OE operating equipment
OO operating other
PN program change request
PW PCR - workload
PF PCR - new facilities
CP CIP - new facility
CR CIP - Renovation
CM CIP - R&M

Amount
$18,342/year

Tier*
1
2
3
X

Summary Alignment Codes
Alignment with Strategic Plan**: 5.0
Alignment with GE SLOs**: 1, 2, 3
Alignment with AA SLOs**:
Alignment with ASC/Cert. SLOs**:
Alignment with course SLOs**:
Alignment w/ process outcomes**:

* (the "Tier", or priority, corresponds to the "rubric column total": check each item with an "X")

** (align with SLOs or process or action outcomes)

Part III. Narrative - Description, Documentation and Rationale (do not exceed the space provided)

Descriptive Summary of the Request (provide a summary of the resource request)

Hire half-time Gallery Assistant to assist in operations and development of Gallery Iolani.

Documentation (what sources or documents support the request; i.e., Strategic Plan, program review, annual assessment, departmental report, SLO/process outcome assessment/analysis, grant proposal, or other documents or reports).

WCC Strategic Outcomes 5.0
Gen Ed Outcome 1,2,3
Humanities Department Report 2010-2011
Request Title: Hire Gallery Assistant (half-time APT Position)

Rationale for Request:

This position will benefit the Humanities department through the support Gallery Iolani operations. It would allow for more gallery shows during the year and over the summer. It would also aid in securing external funding grants. The Gallery is an important showcase for student and community arts and enriches the cultural life of the community. Enrollment in Art Courses has increased nearly 40% in the last five years indicating high demand for Art. The development of the Arts program in the Humanities department continues to be a top priority of the Humanities department and a goal of the Humanities department is to convert the current ASC in Fine Arts into an AA in Fine Arts.
Planning and Budget Rubric

Hire Gallery Assistant (half-time APT Position) Name of Requester: Toni Martin

Rate each PBC Request using the following criteria. For each factor, place an X on the continuum. Once all factors have been X’d, look for a pattern. Where do most of the X’s fall? Using your judgment, determine the overall rating of the request and use the result to determine the “tier” placement.

<table>
<thead>
<tr>
<th>FACTORS</th>
<th>CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Priorities</td>
<td>1</td>
</tr>
<tr>
<td>Request is <strong>directly linked</strong> to the system priorities.</td>
<td>Request is <strong>somewhat linked</strong> to the system priorities in general.</td>
</tr>
<tr>
<td>College Goals and Priorities for the Fiscal Calendar</td>
<td>1</td>
</tr>
<tr>
<td>Request is <strong>strongly linked</strong> to the College goals and priorities set by the constituents.</td>
<td>Request is <strong>somewhat linked</strong> to the College goals and priorities.</td>
</tr>
<tr>
<td>Assessment Data to Support the Request</td>
<td>1</td>
</tr>
<tr>
<td>Analysis of the assessment data (course, department, unit) reflects a <strong>strong need</strong>.</td>
<td>Analysis of the assessment data (course, department, unit) reflects a <strong>need</strong>.</td>
</tr>
<tr>
<td>Immediacy</td>
<td>1</td>
</tr>
<tr>
<td>Request requires <strong>immediate action</strong> (within the fiscal year).</td>
<td>Request is <strong>not immediate but needs to be considered within the biennium</strong> (e.g. 2010=2011).</td>
</tr>
<tr>
<td>Health and Safety</td>
<td>1</td>
</tr>
<tr>
<td>Request requires <strong>action</strong> to ensure the safety and/or well-being of the College constituents.</td>
<td>Request has <strong>no significant impact</strong> on health and safety of College constituents.</td>
</tr>
<tr>
<td>Level of Impact</td>
<td>1</td>
</tr>
<tr>
<td>Request will affect a <strong>large number of constituents or targeted population</strong>.</td>
<td>Request will affect the operation of a <strong>department or unit</strong>.</td>
</tr>
</tbody>
</table>

OVERALL Rating: 1   | 2   | 3   |
Request Title: Hire Gallery Assistant (half-time APT Position)  

Itemized Resource Request

<table>
<thead>
<tr>
<th>Item</th>
<th>Item Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hire Gallery Assistant (half-time APT Position)</td>
<td>$18,342/year</td>
</tr>
</tbody>
</table>

Total $18,342/year  
(enter in Part II (OE, OO, etc.)