

Discipline/Department/Division Realignment Process **Splitting a large department into smaller departments with in a division**

A. *Statement of realignment objectives and benefits to students, programs or the college.*

Objective: “Performing Arts” would be split up into 3 individual departments:

Drama, Communication Studies, BCA and Film. This change more accurately describes how the department currently operates, since each area does individual program review/has separate budgets/make separate staffing and scheduling decisions. Operationally, this will align practice and structure.

Benefits: We see several advantages for the proposed separation of “performing arts”

The first advantage is that it will improve clarity for the community and students on what we actually teach. We currently do not teach any classes called performing arts. For example, students appear confused when looking for Communication faculty why they would be listed under performing arts. Second, the separation will be a more efficient use of faculty time. Our performing arts department chair currently has to talk to the three area leads that each represent their own area. The change will allow us to cut out an unnecessary step of decision-making processes and paperwork. Finally, this change would provide us with better representation at division council. Each area could represent themselves, speak on our own behalf and vote as they see fit.

B. *Impact Report-include documentation, prepared by the affected discipline/ department/ division in consultation with the appropriate personnel in the affected areas.*

To document the impact report, on January 12th, 2015, we sent out an email to the following areas: student services, curriculum, articulation, affected disciplines/divisions, affected departments, budget, affected deans and department chairs and instruction. We asked them if their area would be affected by this change and here are their responses:

Jan 13th- Beth McBrien: “Drama is in agreement”

Jan 13th- Ken White responded: “As the area head for Film and BCA, I strongly support our move to separate the Performing Arts area into three distinct entities. Film and BCA will be joining ARTDM which makes lots of sense.”

Jan 14th – Kim Schenk: “The Instruction Office will be impacted by the necessity to create and assign new position ID numbers to all faculty for all sections for the next three terms. We will work with Business Services, college and District HR to make these changes. In addition we will work with Research, IT and SLOs to ensure that data integrity is maintained. Marketing will be informed in order to ensure there is no impact to the uploading of the online schedule. We agree to support the department in this manner.”

Jan 15th – Roshan Dahi wrote “Business Services will be impacted as follows: Create new department code, Create a new activity, Create all GL accounts for operating, Co-Curricular account and Trust account, Assign faculty, classified, student and Employee Exempt to new position Control, Close out all the previous accounts and position control. Business Services agrees to start working on this project.”

Jan 28th- Michael Chisar wrote “Curriculum committee will have to process some course updates in the short term, but will support this change.”

C. Plan for Transition

We feel the transition from Performing Arts to Drama, Communication Studies, BCA and Film will be a very simple transition. All three areas already have their own courses, budgets, assigned facilities, and bylaws. Each area already does its own scheduling, hiring, and accounting.

D. Opposition to the proposed realignment

Film, BCA, Drama and Communication Studies are all in agreement about the realignment. Our Dean, Michael Almaguer also supports the realignment.

E. Signatures

Drama Area Lead: _____

Film Area Lead: _____

BCA Area Lead: _____

Communication Studies Area Lead: _____

Department Chair: _____

Division Dean: _____