

	Sacramento City College Strategic Planning System Cross-Divisional Program Plan
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Planning years: 2023-24 through 2025-26

Plan Type: 2025-26 Program Plan Resource Request

Planning Area: Media Productions & Services

Primary Division: Information Technology

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SECTION I: OVERVIEW & REVIEW OF PREVIOUS ACCOMPLISHMENTS

A. PROGRAM DESCRIPTION

Media Productions & Services supports a broad base of college activities and manages related resources in three main areas:

1. Classroom audiovisual technology (College Goals 5:6 and 1:2)
2. Audiovisual technology for non-instructional campus activities (College Goal 5:2 and 5:6)
3. Media production and streaming support (College Goal 1:2)

Classroom technology is directly linked to college goal 5:6, development and maintenance of buildings, grounds, and technology infrastructure, as well as college goal 4 as it relates to classroom technology tailored to meet the needs of CTE programs. Audiovisual systems in event, meeting, and performance spaces can be used for instruction, outreach, student activities, staff development and campus meetings, not to mention rented by community users, and as such broadly link to college goal 1, 3, and 5. Media production and streaming support, and specialized audiovisual systems such as Hyflex classrooms, particularly link to college goal 1:2, support for multiple modalities for coursework and support services.

B: REVIEW OF ACCOMPLISHMENTS OVER THE PREVIOUS PLANNING CYCLE

2023-2024 AUO Assessment Results			
College Strategic Goal	Administrative Unit Outcome (AUO)/Student Learning Outcome (SLO)	Assessment Measure/Target	Outcome
Goal 5:6	AUO #1: Maintain existing classroom	Target: Replace AV systems in between 19 and 27	Of total program plan award of \$147k,

	technology infrastructure at a minimum 10-year cycle and work towards the proposed 7-year cycle.	<p>classrooms; 19 rooms/year is the baseline to maintain the minimal 10-year classroom cycle; 27 rooms/year would be necessary to return to the past standard of a 7-year classroom cycle</p> <p>Baseline year: 2023</p> <p>Measure(s): Projects completed</p> <p>Data Source(s): Project tracking within the program</p>	<p>~\$130k was spent to replace 19 rooms, but no equipment was purchased specifically for emergency replacements. The 2023-24 classroom cycle was more challenging than usual, due to overlapping projects between Media Services, Tech & Innovation Division and Campus Operations with limited coordination. Of the 19 proposed rooms, 15 were completed by the end of the Summer 2024 install season, 2 were completed during Fall semester, and 2 are still pending due to elements needing to be completed by the division, likely fully complete during Spring 2025, which is much later than ideal.</p>
Goal 5:2, Goal 5:6	AUO #2: Upgrade technology in campus event, meeting and performance spaces to support current and future campus needs and changing uses.	<p>Target: Replace and/or upgrade AV systems in highest priority event, meeting, performance spaces</p> <p>Baseline year: 2023</p> <p>Measure(s): Projects completed</p> <p>Data Source(s): Project tracking within the program</p>	<p>From overall award of \$147k, \$3,100 covered the Zoom Webinar license, which was used for two campus Convocations and 3-4 other campus-wide events; ~\$10,600 was used for updates to the President's Conference room in Rodda North and for updates to hybrid meeting equipment for two other campus conference rooms.</p>

Goal 5:6, Goal 4:1	AUO #3: Coordinate classroom technology in new buildings, remodel projects, and/or other new installations funded by departments and divisions.	Target: Participate as needed in new building projects, remodels, and department/division funded projects to ensure classroom technology follows campus standards. Baseline year: 2023 Measure(s): N/A Data Source(s): N/A	During 2023-24, Media Services consulted on Panther Cares, Health & Wellness, and grant-funded AV projects in MET and for the Makerspace; Tech & Innovation proposed AV additions for Cosmo, which were incorporated into the replacement cycle where possible; where not, Media Services advised and provided purchasing support.
Goal 1:2, Goal 4:1, Goal 5:6	AUO #4: Support new teaching and learning technology pilot projects and enhanced classroom spaces.	Target: Support SCC pilot projects involving new or specialized classroom technology, such as Hyflex, lecture capture, or others that faculty are interested in trying Baseline year: 2023 Measure(s): N/A Data Source(s): N/A	This AUO was not funded for 2023-24, so no new pilot projects were executed; Of the eight Hyflex rooms originally proposed in the DO-IT pilot, one additional room was completed during 2023-24, so SCC has five completed Hyflex rooms, with three still to be installed during 2024-25.

2024-2025 Mid-Year Assessment			
College Strategic Goal	Administrative Unit Outcome (AUO)/Student Learning Outcome (SLO)	Assessment Measure/Target	Mid-Year Progress Report
Goal 5:6	AUO #1: Maintain existing classroom technology infrastructure at a minimum 10-year cycle and work towards	Target: Replace AV systems in between 19 and 27 classrooms; 19 rooms/year is the baseline to maintain the minimal 10-year classroom cycle; 27 rooms/year would	Overall 2024-25 award of \$150k is slightly short of projected classroom cycle cost of \$155k, so classroom cycle will be limited to

	the proposed 7-year cycle.	be necessary to return to the past standard of a 7-year classroom cycle Baseline year: 2023 Measure(s): Projects completed Data Source(s): Project tracking within the program	19 rooms with no emergency replacements; one room was completed during Fall semester, with 18 still to install.
Goal 5:2, Goal 5:6	AUO #2: Upgrade technology in campus event, meeting and performance spaces to support current and future campus needs and changing uses.	Target: Replace and/or upgrade AV systems in highest priority event, meeting, performance spaces Baseline year: 2023 Measure(s): Projects completed Data Source(s): Project tracking within the program	AUO #1 will exhaust this year's funds; in the case of emergency failures in event/meeting/performance spaces, additional funding may need to be requested, or the college may have to depend on temporary fixes with used, down-streamed equipment.
Goal 5:6, Goal 4:1	AUO #3: Coordinate classroom technology in new buildings, remodel projects, and/or other new installations funded by departments and divisions.	Target: Participate as needed in new building projects, remodels, and department/division funded projects to ensure classroom technology follows campus standards. Baseline year: 2023 Measure(s): N/A Data Source(s): N/A	For 2024-25, to date, Media Services has consulted on Panther Cares, Health & Wellness, and two grant funded projects in MET; adjusted the existing replacement cycle to incorporate the new "Institute" project on the second floor of the Business Building, and advised on possible classroom modifications in NAS and Learning Resources
Goal 1:2, Goal 4:1, Goal 5:6	AUO #4: Support new teaching and learning technology pilot projects and enhanced classroom spaces.	Target: Support SCC pilot projects involving new or specialized classroom technology, such as Hyflex, lecture capture, or others	After not being funded in 2023-24, no new funds for AUO #4 were requested for 2024-25; however, the three Hyflex rooms still to be

		that faculty are interested in trying Baseline year: 2023 Measure(s): N/A Data Source(s): N/A	installed from the original DO-IT pilot project will be completed during 2024-25.
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SECTION II: FUTURE GOALS, DIRECTIONS, AND STRATEGIES

Please refer to master 2023-26 Media Services Program Plan for ongoing AUOs and discussion of multi-year goals, directions and strategies for the three-year planning cycle.

SECTION III: ANNUAL PROCEDURES AND RESOURCE REQUESTS FOR THE PLANNING YEAR

2025-2026 Program Plan Procedures & Resource Requests						
Program Strategies	AUOs/ SLOs	Timeline	Responsible persons	Resource Requirements	Previously funded? (Yes/No)	Previous Funding Source(s)
Purchase & Install Classroom Replacement Cycle Equipment	AUO 1	The bulk of purchasing takes place during Spring Semester for equipment to arrive “just in time” for summer installs	Purchase: Media Supervisor; Install: Media Techs	19 rooms at \$7,750/room Total: \$147,250	Yes	General Fund
Include updated / ADA compliant teaching stations in rooms with aging furniture	AUO 1	Particularly for desks, which require significant storage space, purchasing should be during Spring Semester for equipment to arrive “just in time” for summer installs	Purchase: Media Supervisor; Install: Media Techs	Based on projected list of classrooms, desks are needed for 10 rooms at \$4,850/desk Total: \$48,500	No	N/A
Maintain Emergency Replacement Equipment	AUO 1	Install upon classroom failure out-of-cycle.	Purchase: Media Supervisor; Install: Media Techs	Emergency upgrade for 1 room at \$7,750/room Total: \$7,750	Yes (but not for 2024-25)	General Fund
Design, Purchase & Install equipment for meeting room upgrades	AUO 2	Projects are typically prioritized based on time frame of scheduled events and activities in specific facilities.	Design & Purchase: Media Supervisor; Install: Media Supervisor & Techs	Proposed project: Student Center, \$14,500 Total: \$14,500	Yes (but not for 2024-25)	General Fund
				Total Cost: \$218,000		
Narrative:						

An uptick in rooms failing in service was predicted as a consequence of slipping to a 10-year classroom cycle during the pandemic, and that prediction came true over the last two years, which has driven requests for “emergency replacement” upgrades. Emergency upgrades were not funded for 2023-24 or 2024-25, so for any rooms that fail out of cycle, either scheduled upgrades will have to be moved around, or temporary fixes implemented with used/down-streamed equipment.

An additional funding request under AUO #1 involves replacement teaching stations for some of the rooms proposed for upgrades in 2025-26. The situation related to classroom teaching stations campus-wide will be covered in greater detail during the next three-year planning cycle, but technical furniture in the majority of smart rooms at SCC are obsolete at this point, and most are not ADA accessible. For 2025-26, the proposed upgrade list includes a number of rooms without full teaching stations, so the funding request is for 10 teaching stations rather than for all 19 rooms.

Since no funds were awarded for AUO #2 in 2024-25, no scheduled upgrades will be performed in event/meeting/performance spaces, and for any failures that may occur during the current year, fixes will either depend on used/downstreamed equipment, or will require an emergency funding request during the year. A modest request is being included for event/meeting/performance spaces for 2025-26, for a proposed upgrade in the Student Center (which is very heavily used), though that is subject to change, depending on funding awarded, and what projects are most urgently needed in 2025-26.

For 2024-25, a Zoom Webinar license for Convocation and other campus events was purchased by Staff Resources rather than Media Services, since the SRC was the primary user of the license purchased by Media Services in 2023-24. The same process is planned for 2025-26.

There is again no resource request for AUO #4 this year; since existing Hyflex rooms at SCC have so far been only minimally used, this AUO was not funded for 2023-24, and no request was made for 2024-25. The last three Hyflex rooms for the SCC pilot will be completed during 2024-25, but due to staffing constraints, additional projects in this AUO above the remaining HEERF-funded Hyflex installs will require contractor install, with significant additional cost. Any projects of this kind that may be proposed by divisions or department with funding already in place for 2025-26 would be handled similarly to AUO #3, with project coordination by Media Services and IT, but would require adequate funds to cover an outside contractor to execute the install.

SECTION IV: APPENDICES

APPENDIX A: Proposed Equipment List

2024-25 Media Services Program Plan, Smart Classroom Refresh Equipment List						
Line	Description	Manufacturer	Model Number	Qty.	Price	Total Price
1	Lampless projector, WUXGA, 5K lumens	Panasonic	PT-VMZ51U	1	\$2,475.00	\$2,475.00
2	Da-Lite Model C 57.5" x 92" screen	Da-lite	70300	1	\$625.00	\$625.00
3	SP Controls Networked Room Controller	SP Controls	PX2-NRC-1142	1	\$400.00	\$400.00
4	SP Controls TP-7 touchscreen	SP Controls	TP-7	1	\$800.00	\$800.00
5	SP Controls RS-232 & IR control puck	SP Controls	PX2-PUC-232/IR	1	\$200.00	\$200.00
6	SP Controls TP-7 Rack Plate	SP Controls	TP7-RK	1	\$180.00	\$180.00
7	Desktop Box for single wall plate	FSR	DSKB-1G	1	\$100.00	\$100.00
8	Kramer single modular wall plate	Kramer	FRAME-1G	1	\$25.00	\$25.00
9	Kramer HDMI module for wall plate	Kramer	W-H(B)	2	\$25.00	\$50.00
10	Kramer switcher-scaler	Kramer	VP-440X	1	\$1,000.00	\$1,000.00
11	Sony Bluray disc player	Sony	BDP-S1700	1	\$90.00	\$90.00
12	Avermedia high-def visualizer	Avervision	M15W	1	\$450.00	\$450.00
13	Stereo audio DA	Rolls	DA134	1	\$120.00	\$120.00
14	RF transmitter	Listen	LT-803-072-01	1	\$400.00	\$400.00
15	AV POE network switch	Netgear	GS108LP-100NAS	1	\$100.00	\$100.00
16	Custom pedestal for teaching station	LRCCD FM	N/A	1	\$100.00	\$100.00
					Total	\$7,115.00
					Tax	\$622.56
					Grand Total	\$7,737.56

Appendix B: Proposed Classroom Replacements for 2025-26 (subject to change)

Building	Room Number	Room Type
Business	BUS-104* ¹	Multimedia Lab – Smart Classroom
Business	BUS-145* ¹	Smart Classroom
Child Development Center	CDC-208* ¹	Smart Classroom
Fischbacher Fine Arts	FFA-101	Wall Box Smart Classroom
Fischbacher Fine Arts	FFA-108	Wall Box Smart Classroom
Fischbacher Fine Arts	FFA-111	Wall Box Smart Classroom
Fischbacher Fine Arts	FFA-130	Wall Box Smart Classroom
Fischbacher Fine Arts	FFA-137	Wall Box Smart Classroom
Learning Resource Center	LRC-141* ¹	Multimedia Room
Learning Resource Center	LRC-318* ¹	Smart Classroom
North Gym	NOG-110	Wall Box Smart Classroom
Performing Arts (Music)	PAC-109	Multimedia Computer Lab
Performing Arts (Music)	PAC-115	Multimedia Room
Performing Arts (Music)	PAC-116	Multimedia Room
Rodda Hall South	RHS-326* ¹	Multimedia Room
Rodda Hall South	RHS-332* ¹	Smart Classroom
Student Services	STS-212* ²	Smart Classroom
Student Services	STS-214* ²	Smart Classroom
Student Services	STS-215* ²	Smart Classroom

Color coded rooms above indicate 10 rooms where new teaching stations are proposed

*¹ indicates a room that currently has a non-ADA compliant teaching station

*² indicates a room with an older teaching station that is wheelchair accessible, but not height adjustable