

COMMERCIAL AND ENTERTAINMENT ARTS

X	Steve Burgoon	x	Brian Bouskill	X	Hector Rivas	x	Randy Smith	X	Tammy Trujillo
X	Laurie Hartman	X	Jason Perez	x	Dan Smith	X	S. Thankamushy	x	Jason Shiff

Minutes

Commercial and Entertainment Arts Department Meeting

September 16, 2015

- 1) Call to Order: The meeting was called to order at 3:00 pm.
- 2) Minutes of August 26, 2015: The minutes were previously approved via email.
- 3) Action:
- 4) Curriculum: The following items were approved:
- 5) Discussion:
 - a. Digital Tutors for Students: Sunil Thankamushy presented information regarding Digital Tutors website. This is an online library of training videos in a number of topics, including Animation/Gaming, Graphic Design/Illustration, Photography and other creative service industries. Sunil suggested that the library could be an important resource for all CEA students, and, since the content is always current, the website could be used in lieu of textbooks. Sunil reported that student subscriptions to Digital Tutors would be \$25/year. The CEA Department is interested in investigating this further and has requested trial subscriptions to the website. Sunil will make these arrangements and report any additional information at our next meeting.
 - b. Winter 2016 Schedule: Any changes are due by Friday 9/18.
 - c. Spring 2016 Schedule: Due by Friday, 9/18.
 - d. Adjunct Evaluation Sign-Ups: A sign-up sheet was distributed. Tenured full-time faculty were assigned to evaluate adjunct instructors in their Programs. Laurie Hartman reviewed evaluation timelines.
 - e. Website Updates: There was a brief discussion about faculty responsibilities for maintaining Program pages on the college website. Steve Burgoon will present a demonstration of the new OmniUpdate at our next meeting.
 - f. Photojournalism course. Steve Burgoon informed CEA that Toni Albertson expressed interest in the Photography Program offering a course in photojournalism. The CEA faculty supports this concept as long as the course will remain under the purview of the Photography Program. The photography faculty will investigate the details (including CID descriptors) and meet with Toni Albertson to discuss further.
 - g. Budget and Purchasing: CEA faculty discussed the difficulties with submitting purchase orders to purchase equipment using their program budgets. CEA faculty are trying to figure out how to make the purchasing process more efficient because several programs have experienced problems with the process at the Division level. Hector and Sunil reported one possible solution. They recently met with Sue Long and Mark Lowentroun and carefully outlined their future strategy for the Animation/Gaming Program as it relates to the budget. They hope that the meeting will streamline the process by providing a full understanding of the Program goals and the equipment needed to achieve these goals. Steve expressed an interest in scheduling a follow-up meeting with the deans to express our department's desire to work with them to develop a more clear and efficient purchasing process.
- 6) Reports:
 - a. Chair
 - i. Arts Division meeting September 2, 2015: Laurie Hartman provided a handout and verbal report.
 - b. Faculty Association: Dan Smith provided a handout and verbal report
 - c. Academic Senate: Dan Smith provided a handout and verbal report.

- d. Animation and Gaming:
 - i. Sunil Thankamushy will be a presenter at the Second Annual Conference of Computer Graphics and Animation in San Antonio, TX.
 - ii. Summer High School Orientation 2015 went really well. Students and HS teachers were pleased with our program changes, updates, and over all presentation.
 - iii. A&G "Big picture" budget meeting went well with both of our deans. They were very supportive of our initiatives and expenditure strategies.
 - iv. Looking into Digital Tutors subscriptions as an alternative to classroom textbooks for our students.

- e. Graphic Design and Illustration:
 - i. No report.

- f. Photography:
 - i. Student Ernesto Fuentes has been accepted to Art Center College of Design.
 - ii. Pentax Cameras will be on campus for a demonstration
 - iii. We are working with Freestyle Photographic to install Color Managed Printing Workstations in room 13-1430.
 - iv. Student Daniel Pimentel has had several photographs published in the online magazine 974 Marketing.

- g. Radio:
 - i. Graduate Brian Boget is now the Marketing and Promotions Director at X103 in San
 - ii. The 10th annual Radiofest is set for Wednesday, October 28th. The theme this year is "The Talking Dead"
 - iii. 90.1 FM Mt Rock Radio will again be a participant in International College Radio Day on Friday, October 2nd
 - iv. Radio Broadcasting Club participated in Join-a-Club 9/1-3
 - v. Internships so far this semester:
 - Bibiana Lopez at Guadalupe Radio KSFV FM 87.7
 - Monica Garcia at Sony Music
 - Tony Galvan at KFI
 - Michael Foss at KFI
 - Joseph Romero at KLAA
 - Jazmine Knox at KIIS-FM
 - Jordan Sandoval at X103 FM

- h. Television:
 - i. The President's Cabinet voted to move forward with the proposal to provide \$1.9M for the purchase of a new remote production vehicle. Plans were details in a meeting with Bill Eastham and the Arts Division deans earlier this week.
 - ii. The Film Club met for the first time this semester, on September 9. They also participated in Club Rush, which netted enough new participants to push the Facebook page to 334 members.

- 7) Information and Announcements:

- 8) The next meeting of the CEA department is scheduled October 21, 2015, 3:00-5:00 in room 2465.

The meeting was adjourned at 5:00 pm.