

# COMMERCIAL AND ENTERTAINMENT ARTS

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<input checked="" type="checkbox"/>	Steve Burgoon	<input type="checkbox"/>	Brian Bouskill	<input checked="" type="checkbox"/>	Hector Rivas	<input type="checkbox"/>	Randy Smith	<input checked="" type="checkbox"/>	Tammy Trujillo
<input checked="" type="checkbox"/>	Laurie Hartman	<input checked="" type="checkbox"/>	Jason Perez	<input type="checkbox"/>	Dan Smith	<input checked="" type="checkbox"/>	S. Thankamushy	<input type="checkbox"/>	Jason Shiff

## Approved \* Minutes

### Commercial and Entertainment Arts Department Meeting

October 21, 2015

- 1) Call to Order: The meeting was called to order at 3:00 pm.
- 2) Minutes of September 16, 2015: The minutes were previously approved via email.
- 3) Action:
  - a. Photography Equivalency- approved unanimously with one abstention.
- 4) Curriculum:
- 5) Discussion:
  - a. Spring 2016 schedule: Faculty were reminded that only minor changes could be submitted at this time.
  - b. Adjunct evaluations- due dates. Faculty were reminded that classroom evaluations must be completed by the end of the 12<sup>th</sup> week (Nov 13) and student evaluations must be completed by the last day to drop. Laurie reviewed the MOU regarding adjunct evaluation procedures.
  - c. Adjunct evaluations- streamlining the process. Hector shared his ideas for streamlining the evaluation process by using color pie graphs to provide a visual way to quickly identify problem areas in student evaluation results. Hector shared his template file with the other CEA faculty via email.
  - d. Faculty hiring prioritization results. Steve and Laurie shared the results of the Arts Division faculty prioritization and explained some of the rationale for the rankings.
  - e. Web Check Out: Steve shared information regarding an online version of Web Check Out software. All programs expressed interest in learning more about this software for tracking equipment and managing lab sign-ups. Steve will follow up and present detailed information at a future meeting.
  - f. Mt. SAC Website updates. Steve volunteered to input program web page updates into Omni Update.
  - g. Facilities security. Faculty were informed about recent break-in attempts on campus and asked to remain vigilant in securing facilities and equipment. Tammy Trujillo mentioned security problems at the Radio Station.
  - h. CEA High School Outreach Day (dates). The group would prefer to have all students attend during one half-day session on Wednesday January 27<sup>th</sup> (morning). If a second date is necessary, Thursday January 28 is recommended.
  - i. Debbie Bautista's role. We discussed Debbie Bautista's role and how she could best support our programs. The group concurred that since faculty are industry experts, specialized tasks (such industry outreach for work experience and employment opportunities) would be best handled by faculty. Debbie's position would be best serve our programs by providing administrative support (compiling adjunct evaluation results, assisting and advising students with degree/certificate completions and course selection, etc.)
  - j. Digital Tutors for students. Sunil provided an update on Digital Tutors: student subscriptions are \$25/year, use in lieu of textbooks. Sunil will follow up with Digital Tutors to arrange free trial subscriptions for CEA full-time faculty.
- 6) Reports:
  - a. Chair
    - i. Arts Division meeting October 7, 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 was a presenter at the Second Annual Conference of Computer Graphics and Animation in San Antonio, TX.
    - ii. The second annual Game Fest is scheduled for week 15.
    - iii. The Animation Program is continuing with their Articulation program. Three schools were granted articulation agreements.
  - e. Graphic Design and Illustration:
    - i. The graphic design club GRID is growing and busy with freelance projects for various campus uses. They have opened a bank account to deposit donations. The donations will be used to support student award/competition entry fees.
  - f. Photography:
    - i. Former student Karen Karyadi has accepted a full-time permanent position as Curatorial Assistant, Department of Photographs, at the Getty Center Museum
    - ii. Current student (and Lab Assistant) Joseph Poehlman is making Wet Plate Collodion photographs using his homemade 16x16" wood camera.
    - iii. Pentax sponsored guest speaker Joey Skibble (landscape and celebrity wedding photographer). They also demonstrated their new 645 digital camera system.
    - iv. Laurie Hartman's Phot 29 (Business Practices) class visited Turville Photography in Orange on 10/19..
  - g. Radio:
    - i. RadioFest is set for next Wednesday, October 28th. The Talking Dead is the theme. A professional make-up artist will be doing the make-up for the radio station students.
    - ii. 90.1 FM Mt. Rock Radio was one of 24 stations selected to provide an hour program during the Annual College Radio Day Marathon on October 2nd.
    - iii. Jason Shiff has set up an agreement with Associated Students for 90.1 FM Mt Rock Radio to be a part of future campus-wide events.
    - iv. The Mt SAC Radio Broadcasting Club has a fundraising event coming up on Friday, November 6th. They will be attending the taping of the TV show Undateable at Warner Brothers in Burbank.
    - v. Graduate Sergio Gomez - already working at KLAA is now also working as a News Production Assistant at KNX and in promotions at ESPN
    - vi. Employment:
      - Jose Anzaldo- Production job at AM 870 KRLA
      - Jazmin Diaz- Street team at KDAY
      - Chris Norman- Board Op. at KLAA
  - h. Television:
- 7) Information and Announcements:
- a. TB test reminder
  - b. A list of 4-year review courses was distributed

8) The next meeting of the CEA department is scheduled November 18, 2015, 3:00-5:00 in room 2465.

The meeting was adjourned at 5:00 pm.

\* Due to a prior commitment, Dan Smith attended only the last 30 minutes of the meeting. For this reason, he abstained from voting on action items for which he was not present to participate in the group discussion.