

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

Approved Minutes

Commercial and Entertainment Arts Department Meeting

December 9, 2015

- 1) Call to Order: The meeting was called to order at 3:00 pm.
- 2) Minutes of November 18, 2015: Approved.
- 3) Action: Lab Parity: ANIM 131: Approved.
- 4) Curriculum:
- 5) Discussion:
 - a. CTE Presentation this Friday. Faculty were encouraged to represent their programs.
 - b. New Faculty Welcome Packet. Laurie Hartman briefly discussed this.
 - c. Class Schedules: Faculty were reminded that Summer 2016 schedule is due 1/22/16 and Fall 2016 is due 2/4/16. Schedules should be submitted to the chairs at least one week in advance of the due dates.
 - d. Lab Parity. A Lab Parity Checklist handout was distributed and discussed.
 - e. University of La Verne Performance Scholarships. A handout was distributed and discussed.
 - f. High School Senior Days: Dr. Sue Long joined the meeting and discussed the plans with the group. She also informed the group about new opportunities for on-campus internships.
- 6) Reports:
 - a. Chair
 - i. Arts Division meeting: No meeting has been held since the last report.
 - b. Faculty Association: Dan Smith provided a handout. The group discussed the Public Safety Resolution. The group supports the formation of a Mt. SAC police department.
 - c. Academic Senate: Dan Smith provided a handout.
 - d. Animation and Gaming:
 - e. Graphic Design and Illustration:
 - f. Photography:
 - i. The Photography Club has received a complimentary exhibition space (booth) at Photo LA January 21-24, 2016. Photo LA is an international photographic art exposition that takes place at the REEF.
 - ii. The Photography Club is producing a zine to showcase student work. Copies of the zine will be available for purchase at Photo LA.
 - g. Radio:
 - i. The first Recruitfest remote broadcast was held on 12/2/15 outside Bldg. 9C as a way of promoting all the CEA programs. Representatives from each department were at the booth (including Brian Bouskill and Sunil Thankamushy) were interviewed by student broadcasters. Fliers were also available on various programs and open classes for interested students. Additional Recruitfest are planned for the final week of the Winter session and during the first week of Spring. We are hoping to hold them outside Bldg 13 near the entrance closest to the new station.
 - ii. Enco, the company that makes the new automation software for the new radio station, will be out to commission the system during the week of 1/25/16. This keeps the station on track to be fully functional by the start of Spring semester.

- iii. Wheatstone, the maker of the new boards, will hold training sessions when they're here during the first week of January. All adjuncts will be attending so they can learn the new equipment.
 - iv. Late in Winter session, we will be holding an Open House to show off the new station and to recruit students for the Spring semester.
 - h. Television:
- 7) Information and Announcements:
- a. Dan Smith's absence is due to a previously scheduled campus commitment.
 - b. Reminders: Enter SLO's results in TracDat. Consider scheduling Advisory Committee meetings during Winter.
- 8) The next meeting of the CEA department is scheduled February 24, 2016, 3:00-5:00 in room 2465.

The meeting was adjourned at 5:00 pm.