

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

Minutes

Commercial and Entertainment Arts Department Meeting

February 24, 2016

- 1) Call to Order: The meeting was called to order at 3:00 pm.
- 2) Minutes of December 9, 2015: Previously approved via email.
- 3) Action:
  - a. Lab Parity: PHOT 11: **Approved.**
  - b. Equivalency Application- R-TV: **Approved.**
  - c. Reassigned Time Application: 1.5 LHE for management of the CEA student lab. **Approved.**
  - d. Reassigned Time Application: Remote Production Coordinator. Increase from 3 LHE to 6 LHE. **Approved.**
- 4) Curriculum:
  - a. Graphic Design & Illustration: All requests previously approved by the Advisory Committee
    - i. ARTC 160 Typography: Request to change ARTD20 Two Dimensional Design from prerequisite to an advisory. **Approved.**
    - ii. ARTC 160 Typography: Request to move ARTC 160 from the Level II Certificate to the Level I Certificate. **Approved.**
    - iii. ARTC 200 Web Design: Request to move ARTC 200 from the Level I Certificate to the Level II Certificate. **Approved.**
  - b. Photography: All requests previously approved by the Advisory Committee
    - i. PHOT 10 Basic Digital/Film Photography: Modifications. **Approved.**
    - ii. PHOT 9 Digital Image Editing for Photographers: Remove PHOT 10 prerequisite. **Approved.**
    - iii. PHOT 1C Laboratory Studies Studio Photography: Add "PHOT 26 OR PHOT 28" to co-requisites. **Approved.**
    - iv. PHOT 1D Laboratory Studies Computer Applications in Photography: Add "OR PHOT 20" to co-requisites. **Approved.**
    - v. PHOT 16 Fashion Photography: Change prerequisite from PHOT 11 to PHOT 10. **Approved.**
    - vi. PHOT 26 Video for Photographers: Change prerequisites from "PHOT 11 and PHOT 9 (PR) and PHOT 14 (A)" to PHOT 11 (PR). **Approved.**
    - vii. PHOT 28 Portfolio: Add "OR PHOT 12" to prerequisite. **Approved.**
    - viii. PHOT 99 Special Topics in Photography: Increase from 2 units to 3 units. **Approved.**
    - ix. PHOT 21 Exploring Color Photography: Deactivate and remove from AS Degree and Certificates. **Approved.**
    - x. PHOT 19 Color Management: Deactivate and remove from AS Degree and Certificates. **Approved.**
    - xi. PHOT 20 Color Photography: Modify to include partial content from PHOT 19 Color Management and PHOT 21 Exploring Color Photography. **Approved.**
    - xii. Remove ARTC100 Graphic Design I as an optional required course in Photography Level I Certificate, Photography Level II Certificate, Photography Digital Technician Certificate and Photography AS Degree. **Approved.**
    - xiii. Remove ART C 290 Portfolio as optional required course in Photography Level II Certificate and Photography AS Degree. **Approved.**

- 5) Discussion:
- a. Equity Grant. Dr. Sue Long presented information regarding the new Equity Grant funding to provide partial staffing for the CEA Shared Lab. The staffing will consist of Student Classroom Assistants (District and/or Perkins funds), Lab Technicians Digital Arts (1 position District funds, 2 positions Equity Grant funds) and Lab Tutors (Equity Grant funds). All faculty are asked to encourage student usage of the lab and lab tutors. (Handouts)
  - b. CEA Shared Lab (discussed above).
  - c. CEA Survival Guide. Laurie Hartman had previously distributed electronic copies of the CEA Survival Guide to CEA full-time faculty. They expressed their approval and requested that the Survival Guide be distributed electronically to all CEA faculty.
  - d. Emergency Preparedness Training. Faculty were reminded of the two drills scheduled to take place March 17<sup>th</sup> and were urged to attend the POD training sessions. They were encouraged to review all emergency procedures in the handouts.
  - e. Pluralsight. Subscriptions are now available at the Mt. SAC Bookstore. Student cost is \$35/year. Full-time faculty subscriptions are free.
  - f. Perkins: Faculty were reminded of the mandatory Application Workshop Meeting on March 18<sup>th</sup> and the April 1<sup>st</sup> deadline for application submissions.
  - g. Pathways: Laurie Hartman gave a brief overview (and handouts) of the Pathways initiative and urged faculty to consider implementing these ideas into their programs.
  - h. Faculty Workload: This topic was tabled until our next meeting.
  - i. Adjunct Faculty Evaluations: A sign-up sheet was distributed.
  - j. Advisory Template: Faculty were reminded to use the mandatory template for Advisory Committee agendas and minutes.
- 6) Reports:
- a. Chair
    - i. Arts Division meetings January 11, 2016 and February 18, 2016: Handouts were distributed and discussed
  - b. Faculty Association: Dan Smith provided a verbal report and handout. The group discussed the proposed AP 3700 (Social Media). CEA faculty are unanimously opposed to the language in the AP which would mandate that the faculty's personal social media accounts be subject to the college's regulations and policies.
  - c. Academic Senate: Dan Smith provided a verbal report and handout.
  - d. Animation and Gaming:
  - e. Graphic Design and Illustration:
  - f. Photography:
    - i. The Photography Club formed a collective called "Out Of Context" and had an exhibition space (booth) at Photo LA January 21-24, 2016. Photo LA is an international photographic art exposition that takes place at the REEF. Six students were in attendance showing their work. They also produced and sold their first zine at the show. New adjunct faculty member Josh Schaedel and graphic designer Rebecca Black advised the students on the exhibition space as well as the zine.
    - ii. During Winter Session we held a meeting with all photography faculty to discuss Outcomes and Standardization of curriculum and instruction across all sections of PHOT 10. As a result, the Course Outline of Record for PHOT 10 will be modified to reflect the changes agreed to in the meeting.
    - iii. The Photography Advisory Committee Meeting was held on February 8, 2016.
    - iv. Jay Perez oversaw the purchase and installation of four new color-managed workstations with large-format inkjet printers and calibrated monitors. The workstations include custom profiles for a variety of inkjet papers.
    - v. Three new adjunct instructors were hired during Winter. Two are scheduled this Spring.
  - g. Radio:
    - i. Radio Broadcasting Advisory Committee was held February 8<sup>th</sup> at the studios of 100.3 The Sound, in Los Angeles. The committee welcomes new members, legendary Radio and TV personality Shadoe Stevens, KRTH 101's Shotgun Tom Kelly and Aron Bender of KFI and Mt. SAC graduate.
    - ii. Iconic DJ's Shadoe Stevens, Dave "The Hullabalooer" Hull and Shotgun Tom Kelly were guests in RTV 31 History of Radio DJs during the Winter session.
    - iii. Radio Broadcasting students were presenters at the Radio Television News Association's Golden Mike Awards in January 2016.
    - iv. Radio Broadcasting students were honored guests at the Pacific Pioneer Broadcasters Luncheon in January 2016. The luncheon honored actor Henry Winkler and the students got to meet and take pictures with him.
    - v. 90.1 FM Rock Radio entertained at the grand opening of the new Food Services Building.

- vi. 90.1 FM Rock Radio has been doing remote broadcast RecruitFest's to help recruit students for the various CEA programs. Several were done over the Winter session and remotes were held the first four days of the Spring semester.
- vii. Professor Tammy Trujillo has been hired as a "Boss Jock" for Internet radio station BossBossRadio.com.... a station that recreates and honors the iconic Boss Radio format of the 1960's and 1970's.
- viii. Enco and Wheatstone representatives were here in January to commission their respective products/software at the new campus radio station facility. However, the installations were not completed due to technical issues with the engineering department on campus and the new facilities are still not open.
- ix. The Radio Broadcasting program participated in the High School Outreach and Visitation day for students on February 4<sup>th</sup>.

h. Television:

7) Information and Announcements:

8) The next meeting of the CEA department is scheduled March 16, 2016, 3:00-5:00 in room 2465.

The meeting was adjourned at 5:00 pm.