

|                                     |                |                                     |                |                                     |              |                          |                |                                     |                |
|-------------------------------------|----------------|-------------------------------------|----------------|-------------------------------------|--------------|--------------------------|----------------|-------------------------------------|----------------|
| <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 checked="" type="checkbox"/> | Dan Smith    | <input type="checkbox"/> | S. Thankamushy | <input type="checkbox"/>            | Jason Shiff    |

## Minutes

### Commercial and Entertainment Arts Department Meeting

March 16, 2016

- 1) Call to Order: The meeting was called to order at 3:00 pm.
- 2) Minutes of February 24, 2016: Previously approved via email.
- 3) Action:
- 4) Curriculum:
  - a. Animation and Gaming: Curriculum Modifications (see attached handout). **Approved.**
  - b. Film and Television: certificate of Achievement in Video Engineering (see attached handout): **Approved.**
- 5) Discussion:
  - a. Adjunct Faculty Evaluations. Steve Burgoon provided a handout and discussed the adjunct faculty evaluation process. Faculty were also provided with a copy of the evaluation sign-up handout.
  - b. Perkins dates and shared funding requests. The department agreed to work together on Perkins applications at our next CEA meeting (3/30) to ensure that shared funding requests are adequately captured in program applications.
  - c. Shared Lab staffing and support. Steve Burgoon explained the current staffing situation and shared a matrix (handout) of requested program activities to support the lab
  - d. Curriculum deadline. Faculty were reminded to submit any curriculum changes to the Chairs no later than May 1<sup>st</sup>. This will allow for adequate time to prepare and submit curriculum to the EDC by the May 31<sup>st</sup> deadline.
  - e. Guest: Joan Sholars (Faculty Association) informed the department of new initiatives regarding faculty compensation including: Lab Parity, Special Projects (99 courses), changes to the formula to determine Department Chair compensation, compensation for Program Discipline Experts, clerical help, etc.
  - f. Faculty Workload: The department discussed concerns about workload issues and how they negatively affect faculty classroom performance and our student's success.
- 6) Reports:
  - a. Chair
    - i. Arts Division meeting March 2, 2016: Handouts were distributed.
  - b. Faculty Association: Dan Smith provided a handout.
  - c. Academic Senate: Dan Smith provided a handout.
  - d. Animation and Gaming:
    - a. Ernie Ochoa, former A&G student alumni received a 2014 summer internship for Nickelodeon's "Dora the Explorer" animated series. After Ernie completed the internship program, Nickelodeon let him go. Fortunately for Ernie, he was able to network during his internship. In February 2016, one of his new friends/co-workers called him back to work on Nickelodeon's "Fairly Odd Parents" animated series. We are extremely proud of Ernie and his "go-getter" attitude that persevered into a full-time job as an animator for a large Hollywood studio.
  - e. Graphic Design and Illustration:
  - f. Photography:

g. Radio:

- i. Tom Storey, former airborne traffic reporter for KFWB/KNX will be guest lecturing February 24<sup>th</sup>.
- ii. The Radio broadcasting Club participated in Join-A-Club and also M.C.'d the event.

h. Television:

7) Information and Announcements:

- a. Sunil Thankamushy's absence is due to a previously scheduled conference.

8) The next meeting of the CEA department is scheduled March 30, 2016, 3:00-5:00 in room 2465.

The meeting was adjourned at 5:20 pm.