

Fine Arts Minutes
9/15/15

Present: Carolyn Alexander, Ron Brown, Shari Wasson, Dirk Hagner, Melissa Macias, Thomas Butler, Kirk Pedersen, Craig Deines, Susie Rubenstein

Absent: Fatemeh Burnes

Call to Order: 4:30

Minutes approved from last meeting, 9/1/15

1. Carolyn distributed mapping grid that indicates courses needing to be mapped.
2. Carolyn is overseeing courses in curriculum queue so that they all move forward and so that if any need a parity update, faculty members are aware. Currently ARTD75: Anatomy for Artists and ARTD 48A: Letterpress Book Arts are in the queue.
3. Money and Budgeting: All disciplines are receiving the usual amount of money unless we hear otherwise. Carolyn will try to access additional money for necessary items. Sculpture, Special Effects Mold Making, and Drawing will need additional supplies due to additional course offerings. Specifically, drawing boards are needed.
4. ARTB 14: Basic Studio Arts, which meets in 1A-1 on Fridays will have to move location so Printmaking can maintain open studio hours later in the semester.
5. Spring Schedule: First draft is due this Friday, September 19th. Carolyn will email last year's spring schedule. Make changes in red and return ASAP. Look for places to grow.
6. Carolyn needs to use Lottery money first, so be sure that she is the person to place the orders. There should be money available for equipment, models, and workers.
7. Last download for Winter 2016 schedule needs to be signed off. ARTB 14 class has been added to the schedule.
8. Scheduling Matrix: Carolyn will send a copy of a matrix that each faculty member will use to indicate the rotation of courses in their discipline. The matrix will span from Fall 2015 for 3 consecutive years.
9. Sue Long would like a list of request for classroom remodels:
 - 1BC-1: Theater and Music are using it, but the west end will get a new wall to provide a smaller area that could be used for a matting and framing area.
 - 1A-2: Is in the planning stages
 - 1A-3 Needs a new teacher station
 - 1A-4: Hanging lights for figure drawing classes
 - 1A-6: Woodshop, tool crib, and Carolyn's office
 - Mail room and Craig's office needs new flooring

- 1BC-12: Not a remodel, but needs new furniture so classroom can accommodate more students.
 - 1BC-4 and 5 needs improved lighting and LED spot lights for the critique wall. Blinds need to be repaired.
 - 1BC-6 needs at least 50% more lights.
 - Gallery needs additional lighting.
 - Paper towel dispensers need to be changed in 1A building to the type with a lever. The current style is broken more frequently than it is functional.
 - Janitorial services need to be scheduled more frequently especially in rooms where course offerings have increased...especially 1BC 4 and 5.
10. The department has received a downdraft table and there was discussion about where it should go.
 11. Landscaping for the Arts and Dining area is moving forward without the input of the original Landscape Committee.
 12. The Fine Arts Department is being allocated a \$2000.00 budget to spend on the Writer's Workshop Weekend. Proposals are due back to Melissa by December 2015. The dates for the weekend have not yet been determined.
 13. Gallery opening on Thursday for Margaret Lazzari's Exhibit: "Moving in Color."

Meeting concluded at 6:30