2011-2012 Tactical Plan
Create Action Items

Mission Statement

RAPID TRANSITION FROM THE "DIVISION" MODEL TO A "SCHOOL OF ART" MODEL TO MEET 21ST CENTURY REQUIREMENTS AND STANDARDS AND CREATE THE FIRST SUCH EDUCATIONAL MODEL IN ARTS EDUCATION FOR COMMUNITY COLLEGES IN THE STATE OF CALIFORNIA AND THE NATION:

With the Center for the Arts scheduled to be completed and delivered within the next 18 months, Fall 2012, the Visual Arts and Media Studies Division has embarked in a new direction to re-found itself as a School of Art within the Pasadena City College collective. The primary reasons for the new direction are:

A. Insure that the programs are current and up to date.

B. Improve the success of the students in the academic areas and in their majors.

C. Increase the autonomy of the organization and its ability to respond in a timely fashion to market needs and curriculum adjustments.

D. Develop the new model of studies in the arts that will meet the needs of the 21 century and the Global Community College standards.

• Mission

The School of Art (Division of Visual Arts and Media Studies) strongly supports Pasadena City College's primary mission to provide a high quality, academically robust learning environment that encourages, supports and facilitates student learning and success with a commitment to multicultural education that prepares students for transfer to four-year institutions.
We seek to serve the transfer requirement needs of both art majors and non-art majors by offering a
broad range of theoretical and applied studies, which can lead to an Associate Arts Degree and
Certificates of Achievement in Career and Technical Education fields.

• Tenets

Art and the making of art have its own intrinsic value. Creativity is a primary expression of human nature and fundamental to the human spirit. Visual literacy is an essential and increasingly complex skill.
The study and practice of art promotes positive qualities including critical thinking, kinesthetic abilities and values that lead to personal and professional growth, understanding and fulfillment.

COMMON STRANDS OF THE ART CORE REQUIREMENTS

(Which are incorporated in the course objectives and SLOs)

1. Develop an appreciation of art and its relevance to a multi-cultural world.

2. Develop technical and problem solving skills.

3. Utilize the critique process, both cooperatively and individually.

4. Produce an original and creative project.

Name of Unit: School of Art (Visual Arts & Media Studies)

Name of Area: Instruction

Date Completed: 3/30/2011

REVISED CORE REQUIREMENTS: In the Fall 2010 and Spring 2011 the faculty collectively agreed to reduce the number of foundation courses required for a number of certificates. This new configuration was implemented because of new educational and market conditions students in the arts are presented with and exposed to. The core remains in place for the AA degrees.

CORE REQUIREMENTS: (Adopted April 1994)

Art is an academic discipline recognized as a School of Art (Division) offering transfer and occupational curricula. Diverse class offerings allow our students to focus on programs best suited to their individual talents and interests.

At the same time, we believe there is a core of art experiences that unifies us and forms the foundation of all majors and degree/certificate recipients of the School of Art (Division of Art and Visual Studies.) This foundation core consists of specific two-dimensional, three-dimensional and art history experiences. *

*Beginning in 1994-1995 the following courses meet this core requirement:

TWO-DIMENSIONAL EXPERIENCE

Art 11A Foundation Drawing

Art 31A Color and Composition- 2D Design

Photo 21 Elementary Photography

THREE-DIMENSIONAL EXPERIENCE

Art 32A Design-Three Dimensional

ART HISTORY EXPERIENCE (choose one)

Art 1A History of Western Art

Art 1B History of Western Art

Art 5 Art Fundamentals

Overview/Summary

VACANCIES DIVISION-WIDE:

As of June 30, 2011 the VAMS Division will have the following five vacancies from its full-time ranks.

Division Dean, (Alex Kritselis) Division Secretary, (Judy Holmes) Design Faculty and Division Coordinator, (Sue Brown) Photography Faculty and area Head, (Victoria Martin) Photo Lab Tech, (Edward Portof)

Although all five positions are critical for the day-to-day operations of the division I recommend consideration for replacement in the following order:

Division Dean, (Critical):
Lead the division. Oversee division's programs review and overhaul. Manage day-to-day operations: (budget, scheduling of classes, ordering of equipment and supplies, hiring of student workers, correspondence, full and part-time faculty and staff evaluations) Insure orderly hiring of full-time and part-time staff. Prepare the division for transitioning to the Center for the Arts. In addition, the VAMS dean has been historically closely involved with and need to remain connected with the:

Development of the new building, from the planning stages of the College Master Plan to its construction phase. The Capital Campaign effort for the Center for the Arts in conjunction with the College Foundation. Artist in Residence program Sculpture garden and its acquisitions Community outreach (Pasadena Art Alliance, Armory Center for the Arts, Art Center College of Design, City of Pasadena, VADA, Arts Associates)

Division Secretary, (Critical):
To assist the new Division dean in all of his/her responsibilities and oversee the day-to-day operations of the division. (Directly connect with the college and city communities, oversee division clerk's responsibilities, monitor students workers, keep track of budget expenditures, scheduling of classes, ordering of equipment and supplies, hiring of student workers, coordinate division correspondence, oversee and schedule full and part-time faculty and staff evaluations, respond to incoming calls, emails and regular mail and all other responsibilities as assigned)

Photography Lab Head technician/assistant, (Critical):
This position is pivotal for the safe operations of the photography/ film area of the division. The Photography Lab Head technician/assistant is in charge of 3.5 full-time staff positions and a number of student workers. In this capacity he oversees the training of all new technicians, assistants and student workers. Oversees the safe and appropriate operation of the photography labs. Initiates and keeps track of all purchases of supplies and new equipment. Maintains, repairs and/or sends out to specialized shops for repairs equipment valued at several hundreds of thousands of dollars. The Head photo lab tech will also lead the task of relocating our lab to the new building scheduled to take place in eighteen months. (Please see attached request from the photography/film faculty)

Design faculty position, (position will be rewritten and will be submitted for approval to the 2012-2013 cycle):
Although the position is important to the operations of the design area, the design faculty is in the process of rewriting Sue Brown's position to meet the needs of the area as anticipated by the transition to the new Center for the Arts and the possible new configuration of the division to a School of Art. This position for the academic year 2011-2012 can be filed by adjuncts. The division will prepare a faculty position request in next year's faculty hiring cycle.

Photography faculty position, (position will be rewritten and will be submitted for approval to the 2012-2013 cycle):
Although the position is important to the operations of the photography area, the photography faculty is in the process of rewriting Victoria Martin's position to meet the needs of the area as anticipated by the transition to the new Center for the Arts and the possible new configuration of the division to a School of Art. This position for the academic year 2011-2012 can be filed by adjuncts. The division will prepare a faculty position request in next year's faculty hiring cycle.

TRANSFER RECORD TO SELECT PRIVATE AND PUBLIC ART PROGRAMS

The School of Art (Visual Arts and Media Studies Division), in addition to awarding certificates in the areas of design, photography, film, digital media and Journalism, has been very successful in transferring students to private art schools and public four-year institutions in and out of the State of California.

In response to requests filled in the fall of 2010 by the division office, the following transfer statistics have been received from the admission offices of the following four-year institutions:

ART STUDENT TRANSFERS TO TOP ART PROGRAMS

Art Center College of Design: Years: 2001-2010: 889 students
California Arts Institute of the Arts: Years: 2001-2010: 58 students
SAIG, Chicago Art Institute: Years: 2000-2010: 26 students Otis Art Institute: Years 2001-2010: 193 students
Otis Art Institute: Years 2001-2010: 5 students
Rhode Island School of Design: Years: 2006-2010: 2 students
University of Southern California: Years 2007-2010 6 students
UCLA: Years 2002-2010: 14 students
San Francisco Art Institute: Years: 2001-2010: 10 students
Claremont Graduate University: 2001-2010 7 students

TOTAL for the years 2001-2010: 1,210 students

Actions

Pasadena City College Action Category Framework (Copy 1)

Curriculum

▼ **Action: Create and establish the first School of Art in a Community College.**

Action details: A. Research existing "School of Art" structures in both two and four year programs in the State of California and across the nation.

B. Evaluate all current VAMS programs and their course offerings currency.

C. Create a "Cultural Hub" central to the mission of the division-wide activities and functions. All areas of the division will connect to and draw from. (Gallery programming, artist in residence, visiting artist and lectures, interdisciplinary projects, faculty exchanges, practice in the field.) In the current model these programs are considered "auxiliary programs" and are funded for outside sources.

D. Establish new budget lines in the regular division's budget to support the "Cultural Hub." Specifically for the operations of the two art galleries, including additional support staff, and operating expenses.

E. Introduce digital media tools, make them available to all areas of the division, insert digital media competencies into the course curriculum across all areas of the division, including 3D printing - rapid prototyping technology in all 3D areas.

F. Prepare and present to the college-wide C&I Committee a new process for expeditious curriculum decisions.

G. Offer to art majors contextualized teaching in all general academic areas (i.e English, Math). Collaborate with existing academic structures (divisions), and if necessary, proceed with new hirings outside the existing structures to meet the need.

H. Establish interdisciplinary collaborations and programming within the division areas and the college community. Internally, division-wide, create multiple cohorts as presently exist between the areas of Art and Design and have been offered between the areas of 3D design and photography. Externally, college-wide, create cohorts with Natural Science, Math, English, Health Science, Engineering and Technology.

J. Initiate conversations with four year institutions our students transfer successfully to, to explore the potentiality of (2 + 2) agreements.

I. Explore budget implications to the conversion from division to Art School structure and make projections.

K. Explore industry partnerships and alternative sources of funding from industry partners and individuals.

Implementation Plan (timeline): A. Fall 2011: Research existing "School of Art" structures in both two and four year programs in the state of California and across the nation.

B. Fall 2011: Evaluate all current VAMS programs and their course offerings currency

C. Fall 2011: Prepare and present to the college-wide C&I Committee a new process for expeditious curriculum decisions.

D. Fall 2011: Initiate conversations with four year institutions our students transfer successfully to, to explore the potentiality of (2 + 2) transfer agreements.

E. Fall 2011 and Spring 2012: Explore industry partnerships and alternative sources of funding from industry partners and individuals.

F. Spring 2012: Explore budget implications to the conversion from division to Art School structure and make projections.

G. Spring, Summer and Fall 2012: Create a "Cultural Hub" central to the mission of the division-wide activities and functions. All areas of the division will connect to and draw from. (Gallery programming, artist in residence, visiting artist and lectures, interdisciplinary projects, faculty exchanges, practice in the field.) In the current model these programs are considered "auxiliary programs" and are funded for outside sources.

H. Summer 2012: Develop new contextualized teaching curriculum for art majors in all general academic areas; i.e., English, Math. Collaborate with existing academic structures (divisions), and if necessary, proceed with new hirings outside the existing structures to meet the need.

I. Summer 2012: Introduce digital media tools into curriculum. Make digital tools available to all areas of the division. Insert digital media competencies into the course curriculum across all areas of the division including 3D printing - rapid prototyping technology in all 3D areas.

J. Summer 2012: Establish new budget lines in the regular division's budget to support the "Cultural Hub." Specifically for the operations of the two art galleries, including additional support staff, and operating expenses.

K. Fall 2012: Develop interdisciplinary collaborations and programming within the division areas and the college community. Internally, division-wide, create multiple cohorts as presently exist between the areas of Art and Design and have been offered between the areas of 3D design and photography. Externally, college-wide, create cohorts with Natural Science, Math, English, Health Science, Engineering and Technology.

L. Fall 2012: Establish interdisciplinary collaborations and programming within the division areas and the college community. Internally, division-wide, create multiple cohorts as presently exist between the areas of Art and Design and have been offered between the areas of 3D design and photography. Externally, college-wide, create cohorts with Natural Science, Math, English, Health Science, Engineering and Technology.

M. Spring 2013: Implement "Cultural Hub" central to the mission of the division-wide activities and functions. All areas of the division will connect to and draw from. (Gallery programming, artist in residence, visiting artist and lectures, interdisciplinary projects, faculty exchanges, practice in the field.) In the current model these programs are considered "auxiliary programs" and are funded by outside sources.

N. Spring 2013: Implement to art majors contextualized teaching in all general academic areas i.e., English, Math. Collaborate with existing academic structures (divisions) and if necessary, proceed with new hirings outside the existing structures to meet the need.

O. Spring 2013: Introduce digital media tools, make them available to all areas of the division, insert digital media competencies into the course curriculum across all areas of the division including 3D printing - rapid prototyping technology in all 3D areas.

Key/Responsible Personnel: A. Fall 2011: Kritselis/Tucker: Research existing Art School structures in both two and four year programs in the State of California and across the nation. B. Fall 2011: Kritselis/Jordan: Evaluate all current VAMS programs and their course offerings currency C. Fall 2011: Jordan/Futtner: Prepare and present to the college-wide C&I Committee a new process for expeditious curriculum decisions. D. Fall 2011: Kritselis: Initiate conversations with four year institutions our students transfer successfully to, to explore the potentiality of (2 + 2) transfer agreements. E. Fall 2011 and Spring 2012: Kritselis/Burruss/Kong: Explore industry partnerships and alternative sources of funding from industry partners and individuals. F. Spring 2012: Kritselis: Explore budget implications to the conversion from division to Art School structure and make projections. G. Spring, Summer and Fall 2012: Tucker/Willhide: Create a "Cultural Hub" central to the mission of the division-wide activities and functions. All areas of the division will connect to and draw from. (Gallery programming, artist in residence, visiting artist and lectures, interdisciplinary projects, faculty exchanges, practice in the field.) In the current model these programs are considered "auxiliary programs" and are funded from outside sources. H. Summer 2012: Haynes/Futtner/Tucker/Kurze: Develop new contextualized teaching curriculum for art majors in all general academic areas; i.e. English, Math. Collaborate with existing academic structures (divisions) and if necessary, proceed with new hirings outside the existing structures to meet the need. I. Summer 2012: Burruss/Jordan: Introduce digital media tools into curriculum. Make digital tools available to all areas of the division. Insert Digital media competencies into the course curriculum across all areas of the division, including 3D printing - rapid prototyping technology in all 3D areas. J. Summer 2012: Kritselis: Establish new budget lines in the regular division's budget to support the "Cultural Hub." Specifically for the operations of the two art galleries including additional support staff, and operating expenses. K. Fall 2012: Jang/Kong/Fermi/Capparelli/ Develop interdisciplinary collaborations and programming within the division areas and the college community. Internally, division-wide, create multiple cohorts as presently exist between the areas of Art and Design and have been offered between the areas of 3D design and photography. Externally, college-wide, create cohorts with Natural Science, Math, English, Health Science, Engineering and Technology. L. Fall 2013: Capparelli: Establish interdisciplinary collaborations and programming within the division areas and the college community. Internally, division-wide, create multiple cohorts as presently exist between the areas of Art and Design and have been offered between the areas of 3D design and photography. Externally, college-wide, create cohorts with Natural Science, Math, English, Health Science, Engineering and Technology. M. Spring 2013: Kritselis/Tucker: Implement "Cultural Hub," central to the mission of the division-wide activities and functions. All areas of the division will connect to and draw from. (Gallery programming, artist in residence, visiting artist and lectures, interdisciplinary projects, faculty exchanges, practice in the field.) In the current model these programs are considered "auxiliary programs" and are funded for outside sources. N. Spring 2013: Haynes/Kurze: Implement to art majors contextualized teaching in all general academic areas; i.e. English, Math. Collaborate with existing academic structures (divisions) and if necessary, proceed with new hirings outside the existing structures to meet the need. O. Spring 2013: Burruss/Wilkes: Introduce digital media tools, make them available to all areas of the division, insert digital media competencies into the course curriculum across all areas of the division including 3D printing - rapid prototyping technology in all 3D areas.

Steps - what are the steps in implementing this action?: A. Fall 2011: Research existing "School

of Art" structures in both two and four year programs in the State of California and across the nation.

B. Fall 2011: Evaluate all current VAMS programs and their course offerings currency

C. Fall 2011: Prepare and present to the college-wide C&I Committee a new process for expeditious curriculum decisions.

D. Fall 2011: Initiate conversations with four year institutions our students transfer successfully to, to explore the potentiality of (2 + 2) transfer agreements.

E. Fall 2011 and Spring 2012: Explore industry partnerships and alternative sources of funding from industry partners and individuals.

F. Spring 2012: Explore budget implications to the conversion from division to Art School structure and make projections.

G. Spring, Summer and Fall 2012: Create a "Cultural Hub" central to the mission of the division-wide activities and functions. All areas of the division will connect to and draw from. (Gallery programming, artist in residence, visiting artist and lectures, interdisciplinary projects, faculty exchanges, practice in the field.) In the current model, these programs are considered "auxiliary programs" and are funded from outside sources.

H. Summer 2012: Develop new contextualized teaching curriculum for art majors in all general academic areas; i.e., English, Math. Collaborate with existing academic structures (divisions) and if necessary, proceed with new hirings outside the existing structures to meet the need.

I. Summer 2012: Introduce Digital media tools into curriculum. Make digital tools available to all areas of the division. Insert Digital media competencies into the course curriculum across all areas of the division including 3D printing - rapid prototyping technology in all 3D areas.

J. Summer 2012: Establish new budget lines in the regular division's budget to support the "Cultural Hub," specifically for the operations of the two art galleries, including additional support staff, and operating expenses.

K. Fall 2012: Develop interdisciplinary collaborations and programming within the division areas and the college community. Internally, division-wide, create multiple cohorts as presently exist between the areas of Art and Design and have been offered between the areas of 3D design and photography. Externally, college-wide, create cohorts with Natural Science, Math, English, Health Science, Engineering and Technology.

L. Fall 2012: Establish interdisciplinary collaborations and programming within the division areas and the college community. Internally, division-wide, create multiple cohorts as presently exist between the areas of Art and Design and have been offered between the areas of 3D design and photography. Externally, college-wide, create cohorts with Natural Science, Math, English, Health Science, Engineering and Technology.

M. Spring 2013: Implement "Cultural Hub" central to the mission of the division-wide activities and functions. All areas of the division will connect to and draw from. (Gallery programming, artist in residence, visiting artist and lectures, interdisciplinary projects, faculty exchanges, practice in the field.) In the current model these programs are considered "auxiliary programs" and are funded from outside sources.

N. Spring 2013: Implement to art majors contextualized teaching in all general academic areas; i.e. English, Math. Collaborate with existing academic structures (divisions), and if necessary, proceed with new hirings outside the existing structures to meet the need.

O. Spring 2013: Introduce digital media tools, make them available to all areas of the division, insert digital media competencies into the course curriculum across all areas of the division including 3D printing - rapid prototyping technology in all 3D areas.

Budget approval required? (describe): Appoint administrator/manager to conduct the research, coordinate with division dean and faculty and other college entities and present to the college president a blue print for the transition from division to "School of Art" and assist in the implementation.

Budget request amount: $0.00

Priority: High

▼ Action: Hire Faculty and staff

Action details: As of June 30, 2011 the VAMS Division will have the following five vacancies from its full-time ranks. Recommendation to hire in the following order:
1. Division Dean, (Alex Kritselis) - 2. Division Secretary, (Judy Holmes) -
3. Photo Lab Tech; (Edward Pottorff) - 4. Design Faculty and Division Coordinator, (Susan Brown) - 5. Photography Faculty and Area Head, (Victoria Martin) -

Inform PV of Instruction of vacancies
Receive approval to proceed
Inform faculty of procedures
Form appropriate committees
Write up position descriptions
Advertise for new positions
Review available candidates
Arrange for interviews
Conduct interviews
Hire new faculty and staff

Implementation Plan (timeline): Inform VP of Instruction of vacancies: May 2011
Receive approval to proceed: May 2011
Inform faculty of procedures: May 2011
Form appropriate committees: June 2011
Write up position descriptions: June 2011
Advertise for new positions, June/July 2011
Review available candidates, August 2011
Arrange for interviews: September 2011
Conduct interviews: September 2011
Hire new Faculty and Staff: October 2011

Key/Responsible Personnel: Inform VP of Instruction of vacancies, Kritselis Receive approval to proceed, Kritselis Inform faculty of procedures, Kritselis Form appropriate committees, Kritselis/division faculty Write up position descriptions, division faculty Advertise for new positions, HR office Review available candidates, Dean/division faculty arrange for interviews, HR office Conduct interviews, Dean/Division Faculty Hire new Faculty and Staff, College President/PCC Board

Steps - what are the steps in implementing this action?: Inform VP of Instruction of vacancies
Receive approval to proceed
Inform faculty of procedures
Encourage faculty to participate
Form appropriate committees
Write up position descriptions
Advertise for new positions
Review available candidates
Arrange for interviews
Conduct interviews
Hire new Faculty and Staff

Budget approval required? (describe): 1. Division Dean, (Alex Kritselis) - $139,500 + benefits 2. Division Secretary, (Judy Holmes) - $39,144 + benefits
3. Photo Lab Tech; (Edward Pottorff) - $34,177 + benefits 4. Design Faculty and Division Coordinator, (Susan Brown) - $60,000 + benefits 5. Photography Faculty and Area Head, (Victoria Martin) - $60,000 + benefits

Budget request amount: $332,821.00

Priority: High

Action: Review design area curriculum vis-a-vis division-wide developments.

Action details: Evaluate digital media impact on design, photo, journalism and other areas of the division.
Explore the feasibility of introducing 3D printing in the division's curriculum - rapid prototyping technology.
Create courses/cerificate in interior design.
Explore the feasibility of a jewelry certificate.
Explore the feasibility of mini certificate in illustration.
Explore interdisciplinary collaborations

Implementation Plan (timeline): Establish a series of meetings among full-time and adjunct faculty of the design area during fall 2010 and Spring 2011.
(A large number of specialized digital madia courses are offered by the division's adjuncts)

September 23: First orientation design area meeting
September 29: Flex Day: Further discussion/identification of action items.
October 21: Third meeting: Determine priorities
October 22: Complete and submit design area Operational Plan.
Spring 2011: Initiate/Draft Interiors Certificate.
Summer 2011: Finalize Interiors Certificate proposal.
Fall 2011: Present to C&I Interiors proposal for approval.
Srping 2012: Offer first Interiors Course.

Fall 2010: Design area received approval from C&I for three new Interiors courses, (ART 41 A,B,C):
Next phase: Development of Interiors Certificate.

Key/Responsible Personnel: All design faculty area faculty and staff: Area Head: Heather Kurze;
Full-time faculty: Kay Yee, Rick Ozaka, Jerry Graves, Sue Brown, Stan Kong; Adjunct faculty: David
Em; Full-time satff: Brady Hunt; Computer labs administrator: Ben Wilkes; Digital media acting director:
Rachel Fermi (photography area representative); C&I division representative: Matt Jordan,
(photography area representative), Alex Kritselis, Division Dean

Steps - what are the steps in implementing this action?: Consultation among faculty and staff in
the design area.
Consultation with the areas of photography, film and journalism.
Finalizing of steps in implementation of this action

Budget approval required? (describe): No budget needed

Budget request amount: $0.00

Priority: High

Studio arts curriculum updates

With the Center for the Arts coming into focus the studio arts area will review all of its course offerings. This exercize is consistent with the regular curriculum review cycle.

▼ Action: Studio art curriculum review

Action details: With the Center for the Arts new facility coming into focus a thorough review of the studio arts course offerings is initiated:

Divide studio arts curriculum offerings by areas (drawing, life drawing, painting, printmaking, sculpture, ceramics) for full-time faculty to review.

Engage all studio arts faculty as well as representatives of other division areas in the review process. (Art 11A, foundation course, is required/reccomended accross all division's areas)

Implementation Plan (timeline): Spring 2011: Review studio arts curriculum
Spring and summer 2011: Draft C&I proposals
Fall 2011: Take Proposals to C&i for approval
Fall 2012: Offer updated courses

Key/Responsible Personnel: Drawing: Maryrose Mendoza and Brian Tucker Life drawing: Jim
Morphesis Printmaking: Stan Baden Sculpture: Deena Capparelli and Yolanda Mckay Ceramics: Jim
Gonzalez and Keiko Fukazawa Painting: Rebecca Morris

Steps - what are the steps in implementing this action?: Review of studio arts curriculum.
Solicit studio arts adjunct faculty input.
Engage faculty representatives from other areas of the division.
Drafting of C&I proposals
Taken proposals to C&I for approval
Offer updated courses

Budget approval required? (describe): No additional budget needed

Budget request amount: $0.00

Priority: High

Career and Technical education certificates

To meet new EMP parameters and goals for "Project 90" increase the

▼ Action: Career and Technical education certificate increase

Action details: To meet new EMP parameters and goals for "Project 90" increase the number of certificates completed in all areas of the division that certificates are offered.

number of certificates completed in all areas of the division that certificates are offered.

Implementation Plan (timeline): November 2010: First meeting: Convene all area heads overseeing areas of the division that offer certificates to review current status.

February 2011: Second meeting: Identify certificates the need modifications and/or deletion as well as possible new certificates.

March 2011: Third meeting: Begin drafting proposals for C&I.

April 2011: Fourth meeting: Design strategy for better monitoring of student progress towards certificate completion.

May, June and early Summer 2011: Prepare proposal to be submitted to C&I in the fall of 2011

Fall 2011: Take to C&I for approval all new and modified certificates.

Fall 2012: Begin to offer new and modified certificates

Key/Responsible Personnel: Digital media: Rachel Fermi, Photography: Matt Jordan, Film: Lindsey Jang, Product Design: Stan Kong, Graphic Design: Jerry Graves, Journalism: warren Swil, Heather kurze: Design, Rick Osaka: Illustration, Kay Yee: Metals, Alex Kritselis, Dean

Steps - what are the steps in implementing this action?: First meeting: Convene all area heads overseeing areas of the division that offer certificates to review current status.

Second meeting: Identify certificates the need modifications and/or deletion as well as possible new certificates.

Third meeting: Begin the drafting of proposals for C&I.

Fourth meeting: Design strategy for better monitoring of student progress towards certificate completion.

Prepare proposal to be submitted to C&I in the fall of 2011

Take to C&I for approval all new and modified certificates.

Begin to offer new and modified certificates

Budget approval required? (describe): No additional budget needed

Budget request amount: $0.00

Priority: High

Art Gallery

Increase support for the art gallery opperation.

▼ Action: Increase support for the art gallery operation

Action details: In anticipation of a new gallery exhibition space in the Center for the Arts, in addition to the gallery space currently used in the campus's main quad location, the two art gallery venues and their programs will require additional support in the near future:

A. Expanded financial support for art gallery exhibitions and other related activities.

B. Appropriate staff support for the day to day activities including a full-time preparer.

Implementation Plan (timeline): November 2010: First meeting: Convene the division's art gallery committee, under the leadership of Brian Tucker, art gallery director, to review the present status of the gallery operations and the financial, scheduling and programmatic implications a second and larger space will present the division with.

February 2011, Second meeting: The art gallery committee begins to draft a plan to address funding solutions and programmatic changes that will occur as the new art gallery comes into line in the winter of 2013.

March 2011: The gallery committee discusses programmatic and funding solutions for the existing art gallery located in the middle of the college main quad area.

May 2011: The art gallery director presents the gallery committee with a plan that will address both gallery spaces in terms of programmatic and funding solutions.

June 2011: The gallery director brings the final draft to the division faculty for approval.

Key/Responsible Personnel: Brian Tucker: Gallery director, Art gallery committee, Alex Kritselis, Dean

Steps - what are the steps in implementing this action?: Convene the division's art gallery committee, under the leadership of Brian Tucker, art gallery director, to review the present status of the gallery operations and the financial, scheduling and programmatic implications a second and larger space will present the division with.

The art gallery committee begins to draft a plan to address funding solutions and programmatic changes that will occur as the new art gallery comes into line in the winter of 2013.

The gallery committee discusses programmatic and funding solutions for the existing art gallery located in the middle of the college quad area.

The art gallery director presents the gallery committee with a plan that will address both gallery spaces in terms of programmatic and funding solutions.

The gallery director brings the final draft to the faculty of the division for approval.

Budget approval required? (describe): A. Opperational cost: $25,000

B. Full-time gallery installer/preparer: $60,000

TOTAL: $85,000

Budget request amount: $85,000.00

Priority: High

Art history
Review all art history courses

▼ Action: Art history curriculum review

Action details: In anticipation of a new art history auditorium in the Center for the Arts, in addition to R122 where large scale art history sections will be scheduled, the faculty of the area will review all art history curriculum to insure currency and transferability.

Implementation Plan (timeline): Spring 2011: Review existing curriculum
summer 2011: Prepare C&I proposals for additions, deletions and or modifications.
Fall 2011: Submit to C&I proposals for approval
fall 2012: Begin offering new/updated curriculum

Key/Responsible Personnel: Joe Futtner: area head, Sandy Haynes: full-time faculty

Steps - what are the steps in implementing this action?: Review existing curriculum
Prepare C&I proposals for additions, deletions and or modifications.
Submit to C&I proposals for approval
Begin offering new/updated curriculum

Budget approval required? (describe): No additional budget required

Budget request amount: $0.00

Priority: High

Equipment

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computer equipment

▼ Action: Update Computer labs with hardware and software/Implement the introduction of 3D digital printer lab

Action details: Design area will consult Ben Wilkes, Division's compute lab administrator and Bob Cody, Dean of Computing Services, about the timing and sequencing of division's computer labs upgrades. This is an ongoing process, requiring a three year cycle for hardware and almost a yearly cycle for software.

A. Identify sequence and timing for computer lab hardware and software updates.

B. Identify cost and appropriate funding sources for computer lab upgrades.

C. Assess feasibility for sharing 2D printing resources.(Center for the Arts)

C. Assess feasibility for "Student Technology Requirement Initiative" (Center for the Arts)

D. Assess the feasibility to provide students with access to financing their own computer systems. (Center for the Arts)

F. Explore the feasibility to provide equipment to design classrooms to capture project demonstrations in classroom (Center for the Arts)

G. Identify funding sources for the ongoing staffing and upkeep of the 3D printing lab. (Center for the Arts)

Implementation Plan (timeline): Fall 2010 - Spring 2011:Consultation among faculty and staff in the design area.

Discussion among faculty and staff in the design area.

Consultation with the areas of photography, film, studio arts, art history, and journalism.

Late spring 2011: Finalizing of steps for implementation of this action.

Key/Responsible Personnel: All design faculty area faculty and staff: (Area Head: Heather Kurze; Full-time faculty: Kay Yee, Rick Ozaka, Jerry Graves, Sue Brown, Stan Kong; Adjunct faculty: David Em; Full-time satff: Brady Hunt; Computer labs administrator: Ben Wilkes; Digital media acting director: Rachel Fermi (photography area representative); C&I division representative: Matt Jordan, (photography area representative), Alex Kritselis, Division Dean

Steps - what are the steps in implementing this action?: Consultation among faculty and staff in the design area.

Discussion among faculty and staff in the design area.

Consultation with the areas of photography, film, studio arts, art history and journalism.

Finalizing of steps for implementation of this action.

Budget approval required? (describe): The following items could very in total cost depending on the scope of the ambitions.

The total amount will range between $412,500 and $672,500 (Present location + Center for the Arts)

Rapid prototyping technology lab: $75,000 - 140,000 (Center for the Arts)

3 Computer labs: 75,000 - 140,000 X 3 + $225,000 - 420,000 (Center for the Arts)

Photocopying center: $25,000 (Center for the Arts)

Faculty software upgrades: $35,000 (Present Location and Center for the Arts)

Equipment to capture demos: 15 X $3,500= $52,500 (Center for the Arts)

TOTAL: $672500

Budget request amount: $672,500.00

Priority: Medium

Facilities

labs

▼ Action: Identify spaces in the Center for the Arts for Interior design and 3D printing

Action details: Identify space in the Center for the Arts to offer Interior Design courses

Identify space in the Center for the Arts to house 3D - Rapid Prototyping- lab

Identify space in the current facility to consolidate 2D printing facilities and equipment.

Implementation Plan (timeline): Spring 2011: Review architectural plans of the Center for the Arts to identify spaces for:
a. Interior design course offerings lab (new)
b. 3D - RAPID PROTOTYPING LAB (new)
c. 2D consolidated equipment space (new)

Late spring 2011: Communicate new items for the Center for the Arts to college administration.

Key/Responsible Personnel: All design faculty area faculty and staff: (Area Head: Heather Kurze; Full-time faculty: Kay Yee, Rick Ozaka, Jerry Graves, Sue Brown, Stan Kong; Adjunct faculty: David Em; Full-time satff: Brady Hunt; Computer labs administrator: Ben Wilkes; Digital media acting director: Rachel Fermi (photography area representative); C&I division representative: Matt Jordan, (photography area representative), Alex Kritselis, Division Dean

Steps - what are the steps in implementing this action?: Review architectural plans of the Center for the Arts to identify spaces for:
a. Interior design course offerings lab (new)
b. 3D - RAPID PROTOTYPING LAB (new)
c. 2D consolidated equipment space (new)

Communicate new items for the Center for the Arts to college administration.

Budget approval required? (describe): No additional budget required at this stage

Budget request amount: $0.00

Priority: High

Center for the Arts construction phase

In the spring of 2002 the citizens of the city of Pasadena approved the second $150,000.000 Master plan for the college. The largest and last project is the Center for the Arts. Construction is scheduled to begin in mid to late November 1010 and the building will be delivered to its users in the fall of 2012.

It is the hope of the division that the good rapport and collaborative conditions that were created and maintained throughout the initial phases of the project will continue during the final stage of its construction.

This new structure will house all areas of the Visual Arts and the Music programs of the Communication and Performance Arts Divisions and will last, at least, for the next 100 years. It is also imperative that a system of monitoring the progress of the construction is established so that future users of the new facility will have numerous opportunities to review construction progress.

▼ Action: Center for the Arts construction phase

Action details: In the spring of 2002 the citizens of the city of Pasadena approved the second $150,000.000 Master plan for the college. The largest and final project is the Center for the Arts. Construction is scheduled to begin in mid to late November 1010. The new building will be delivered to its users in the fall of 2012.

It is the hope of the division that the good rapport and collaborative conditions that were created and maintained throughout the initial phases of the project will continue during the final stage of its construction.

This new structure will house all areas of the Visual Arts and the music programs of the Performing and Communication Arts Divisions and is designed to last, at least, for the next 100 years. It is imperative that a system of monitoring the progress of the construction is established so that future users of the new facility will have numerous opportunities to review the construction progress.

Establish a time table to review progress as the construction proceeds for one stage to the next.

Assign division area experts to review specific sectors and aspects of the new building.

Central players in the construction (College administration, contractors and future users) convene every four months to receive progress reports and discuss development of the project.

Implementation Plan (timeline): April 2011: First consultation meeting
September 2011: Second consultation meeting
December 2011: Third consultation meeting
March 2012: Forth consultation meeting
July 2012: Fifth consultation meeting:
Fall 2012: Final meeting: Review/inspect project before transitioning into the new building.

Key/Responsible Personnel: Alex Kritselis: Dean, Heather Kurze, Sue Brown: Design, Maryrose Mendoza, Jim Morphesis: Studio, Lindsey Jang: Film, Matt Jordan: Photo, Sandy Haynes: Art History, Rachel Fermi: Digital Media,

Steps - what are the steps in implementing this action?: Six consultation meeting between

administration, contractors and users to be held between spring 2011 and fall 2012.

Budget approval required? (describe): No additional budget required

Budget request amount: $0.00

Priority: High

Personnel

Design area personnel needs

To cover the anticipated needs for staff development of our full-time design faculty, the appropriate staffing of our 3D labs and the proposed new "Rapid Prototyping Technology Lab," expand lab hours to provide our students access and also provide assistance and support in the classroom/labs for faculty and students and the following staff development items and additions in personnel are needed.

Professional development in new design technologies for current faculty.

Faculty development with software upgrades

New full-time lab technician.

Hire new full-time faculty in digital fabrication.

Expanded open lab hours for computer labs.

Student workers in support of each discipline.

▼ Action: Design area personnel needs, lab assistance and support..

Action details: To meet staff development anticipated needs of our full-time design faculty, appropriate staffing of our 3D labs, proposed new "Rapid Prototyping Technology Lab", expanded lab hours for students access to the labs and assistance and support in the classroom for faculty and students the following staff development items and additions in personnel are needed:

A. Professional development in new design technologies for current faculty.

B. Faculty development with software upgrades.

C. New full-time 3D lab technician.

D. Hire new full-time faculty in 3D design-digital fabrication.

E. Expanded open lab hours for computer labs.

F. Student assistants in support of each discipline

Implementation Plan (timeline): A+B. Fall and spring 2011: Faculty development workshops

C. Spring 2012: Request new tech position (Center for the
Arts)
Draft job description
Post job announcement
Late spring 2012: Schedule candidate interviews
Summer 2012: Employment staring date

D. Fall 2011: Request new faculty position (Center for the
Arts)
Draft job description
Post job announcement
Spring 2012: Schedule candidate interviews
Fall 2012: Employment staring date

E. Spring 2011: Review existing class schedule and determine
additional computer lab hours needed.
Late Spring 2011: Request funding for additional
computer lab hours
Fall 2011: Implement additional computer lab
hours.

F. Spring 2011: Review existing class schedule per design
faculty and determine number of hours
needed for discipline support via students
workers.
Late Spring 2011: Request funding for design discipline
support via student workers.
Fall 2011: Deploy student assistants in all design
disciplines.

Key/Responsible Personnel: A +B: Heather Kurze: Area head, Sue Brown, Stan Kong, Jerry Graves, Rick Osaka, Kay Yee, Alex Kritselis: Dean C. Heather Kurze: Area head, Stan Kong, Jerry Graves, Kay Yee, Alex Kritselis: Dean D. Heather Kurze: Area head, Stan Kong, Kay Yee, Rachel Fermi, Alex Kritselis: Dean E. Heather Kurze: Area head, Stan Kong, Kay Yee, Rachel Fermi, Alex Kritselis: Dean F. Heather Kurze: Area head, Sue Brown, Stan Kong, Jerry Graves, Rick Osaka, Kay Yee

Steps - what are the steps in implementing this action?: A + B. Arrange for faculty development workshops

C. Request new tech position, Draft job description, Post job announcement, Schedule candidate

interviews, Employment staring date.

D. Request new faculty position, Draft job description, Post job announcement, Schedule candidate interviews, Employment staring date

E. Review existing class schedule and determine additional computer lab hours needed, Request funding for additional
computer lab hours, Implement additional computer lab
hours.

F. Review existing class schedule per design faculty and determine number of hours needed for discipline support via students workers. Request funding for design discipline
support via student workers. Deploy student assistants in all design disciplines.

Budget approval required? (describe): A + B: Faculty development workshops (2) : $1,200
C: Full-time 3D tech: $60,000 (Center for the Arts)
D: Full-time 3D faculty: $80,000 (Center for the Arts)
E. Assistants for additional computer lab hours: 320 hours per
year x $15 per hour = $4,800
F. 10 sections x 16 weeks x 6 hours per week x $8 per hour =
$7,680
(Center for the Arts version - 36 sections x 216 hours per
section x $8 per hour = $62.208)
TOTAL: $153,680

Budget request amount: $153,680.00

Priority: Medium