



# EL CAMINO COLLEGE

FINE ARTS DIVISION

## **DIVISION COUNCIL COMMITTEE MEETING**

**MEETING DATE:** November 12, 2013

**LOCATION:** Musi-204

**RECORDER:** Patricia Amezcua

**TIME:** 1:00p.m.

**ATTENDING:**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> N. Adler                | <input checked="" type="checkbox"/> D. Rowan                | <input type="checkbox"/> C. Fitzsimons, Dean                  |
| <input type="checkbox"/> F. Bishop               | <input checked="" type="checkbox"/> R. Scarlata             | <input checked="" type="checkbox"/> D. Hayden, Associate Dean |
| <input checked="" type="checkbox"/> R. Bloomberg | <input checked="" type="checkbox"/> P. Schulz               | <input checked="" type="checkbox"/> Sharda Jones, ASO Senator |
| <input type="checkbox"/> K. O'Brien              | <input checked="" type="checkbox"/> P. Amezcua (Classified) |   |

**VISITORS:**

## MINUTES

### I. INFORMATION/ANNOUNCEMENTS (10 MINUTES):

- A. **Approval of minutes from 10/31/14** (*Correction: 10/13/13*)  
Minutes were approved with grammatical corrections.
- B. **2014-15 Program Plans are due Friday, 11/15/14** (*Correction: 11/15/13*)  
All plans have been submitted.
- C. **Division Council Meeting scheduled for 11/26/13** (*Correction: 12/5/13*) **@ 1pm is reinstated so that the committee can meet to discuss plan requests**  
Clarification is needed regarding how the funds will be allocated to different departments for replacement of office equipment and/or supplies.

### II. DISCUSSION/ACTIONS (50 MINUTES):

- A. Program Plan Requests
- o CFA
    1. Strategic Initiative 7.1  
Ticketing software with license and maintenance agreement (\$150,000)  
CFA box office provides tickets for all events on campus. Football, Planetarium, ASB, Fine Arts, art cards, entertainment tickets (Disneyland, Universal Studios, etc), parking permits, special events. Question was raised on whether other divisions should assist to defray the cost on Fine Arts budget. Currently the software is limited and does not allow for tickets to be purchased online or on the day of the event.
    2. Strategic Initiative 7.18  
Lighting console for Campus Theatre (\$36,200)  
Current lighting console in the Campus Theatre was purchased in 1999.  
Technology has changed and current board does not allow for intelligent lighting.
    3. Strategic Initiative 7.22  
Head Set System for Marsee (\$10,000)

**FUTURE AGENDA ITEMS:**

**NEXT MEETING:** 11/26/2013 **ATTACHMENTS:** Minutes from 10/31/13

Headset system in the Marsee is close to 40years old. If a replacement is purchase that is compatible with the current system in the Campus Theatre, parts will be interchangeable and allow for more use.

- Film
  1. PB Goal #1, Objective 1.1: hire additional support staff  
\$5,000 annually for additional support staff (Editing Lab) to open lab 10-15 hours a week each semester.
  2. PB Goal 2, Objective 2.1: Increase dept. budget to match need  
Increase department budget from \$2500 annually to \$5000 annually for projected growth, need for more expendables, equipment widgets like batteries, etc.
  3. PB Goal 6, Objective 6.2: Increase security of storage facilities.  
\$1,500 to build interior locking fence inside Music 4G to secure production equipment.
  
- Photo
  1. Smart Classroom (\$5,000)  
Current classroom doesn't have a computer or a projector.
  2. Shelving for storage room (\$1,500)  
Shelving is needed to store strobe lights, LED Portable Lighting kits, etc.
  3. Designated lighting studio

### **III. OTHER:**

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#### **FUTURE AGENDA ITEMS:**

**NEXT MEETING:** 11/26/2013  **ATTACHMENTS:** Minutes from 10/31/13