

# Task Details Report

**Planning Unit:** Arts & Art History  
**Unit Manager:** Lead Faculty, Art and Art History

**Objective:** 25 - Strategic action plans for Art

**Objective Description:**

Use this objective to describe the action plans that your program intends to implement. Scroll to the "Action Plan and Required Resources" section and click the Add button. Describe your plan. Be sure to describe any research or training you will need to accomplish these plans. Then select PRIE and/or Professional Development in the "Units Impacted" section.

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Committee/College Action Plan	<b>Priority Level:</b> High	<b>Task Order:</b> 6
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$0

Work with the counselors to clarify and strengthen the message to students about the value of art classes for their education and careers

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
No Data to Display				

**Assignment Details:**

Name:	Email:
Carranza, James	carranza@smccd.edu
Lead Faculty, Art and Art History	moralesw@smccd.edu
Lead Faculty, Theatre Arts	budda@smccd.edu
Lead Faculty, Music	mecklerd@smccd.edu

# Task Details Report

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Departmental Action Plan	<b>Priority Level:</b> High	<b>Task Order:</b> 2
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$0

Persist in getting administrative support for an Arts Coordinator to facilitate and support curriculum development, planning, community outreach, and marketing

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
No Data to Display				

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu
Lead Faculty, Theatre Arts	budda@smccd.edu
Lead Faculty, Music	mecklerd@smccd.edu

# Task Details Report

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Departmental Action Plan	<b>Priority Level:</b> High	<b>Task Order:</b> 4
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$0

Initiate an active marketing plan to increase awareness of the presence and quality of the art program, and the excellence of the art gallery. ) We need a commitment from the administration to assist us in marketing our program. We will be meeting with the college head of marketing this semester to begin this process.

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
No Data to Display				

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b>	<b>Priority Level:</b> High	<b>Task Order:</b> 5
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$0

Re-brand the Art Program by creating an Arts Honors Certificate, which raises the profile of all the arts at Cañada, and draws students from other colleges

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
No Data to Display				

**Assignment Details:**

Name:	Email:
No Data to Display	

# Task Details Report

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Committee/College Action Plan	<b>Priority Level:</b> High	<b>Task Order:</b> 1
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> In Progress	<b>Budget:</b> \$0

Participate as leaders in the Arts Task Force to mobilize college-wide support of the Art Studio and Art History programs

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
No Data to Display				

**Assignment Details:**

Name:	Email:
Carranza, James	carranza@smccd.edu
Lead Faculty, Art and Art History	moralesw@smccd.edu
Lead Faculty, Theatre Arts	budda@smccd.edu
Lead Faculty, Music	mecklerd@smccd.edu

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b>	<b>Priority Level:</b> Medium	<b>Task Order:</b> 7
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$0

- Research ways to comply with state guidelines for our Art Studio classes to articulate for GE credit

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
No Data to Display				

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

# Task Details Report

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<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Departmental Action Plan	<b>Priority Level:</b> Medium	<b>Task Order:</b> 8
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$0

- Research Museum Studies programs in the Bay Area to see how we can help meet the growing demand for a museum work force

### Budget Remarks:

Date:	Name:	Remarks:
No Data to Display		

### Budget Details:

GL Code	Account	Description	Requested	Approved
No Data to Display				

### Assignment Details:

Name:	Email:
No Data to Display	

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<b>Start Date:</b> 1/15/2017	<b>Task Type:</b> Departmental Action Plan	<b>Priority Level:</b> Medium	<b>Task Order:</b> 9
<b>Due Date:</b> 2/28/2017	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$0

- Denise Erickson will attend the 2017 College Art Association Conference in New York to research new trends in pedagogy and scholarship

### Budget Remarks:

Date:	Name:	Remarks:
No Data to Display		

### Budget Details:

GL Code	Account	Description	Requested	Approved
No Data to Display				

### Assignment Details:

Name:	Email:
No Data to Display	

# Task Details Report

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Resource Request	<b>Priority Level:</b> High	<b>Task Order:</b> 3
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> In Progress	<b>Budget:</b> \$0

- Improve the space and facilities of the photography and art studio classes to improve instruction

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
No Data to Display				

**Assignment Details:**

Name:	Email:
Carranza, James	carranza@smccd.edu
Lead Faculty, Art and Art History	moralesw@smccd.edu

# Task Details Report

**Planning Unit:** Arts & Art History  
**Unit Manager:** Lead Faculty, Art and Art History

**Objective:** 133 - Equipment, technology and facilities requests for Art

**Objective Description:**

Use this objective to request supplies, equipment, technology or facilities improvements. To request equipment, Edit the "Purchase equipment" Action Plan and click the "Request Resources" button to enter the details of your equipment request. Be sure to indicate whether additional space will be needed to accommodate the requested equipment, or whether it will require maintenance agreements and or support personnel. Facilities requests may be for changes to custodial services, maintenance, remodeling, or new construction. Create a new Action Plan for each facilities request. In the description/justification be sure to indicate whether the request is for ADA or safety-related concerns.

<b>Start Date:</b> 6/1/2016	<b>Task Type:</b> Resource Request	<b>Priority Level:</b> High	<b>Task Order:</b> 1
<b>Due Date:</b> 6/1/2017	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$681

Improve student success by using a document camera that will make teaching demonstrations and lectures in studio art courses more accessible and easier to follow. Students will be able to see the actual image much better than the system we now use (no camera).

**Budget Remarks:**

Date:	Name:	Remarks:
03/12/2016	Carranza, James	Is it the intention to purchase one document camera that can be used in both art classrooms or would it be preferable to mount it permanently in one room?

**Budget Details:**

GL Code	Account	Description	Requested	Approved
ITech	Art	Elmo 1341 model TT-12i Interactive Document Camera	\$681.00	\$681.00

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

# Task Details Report

<b>Start Date:</b> 6/1/2016	<b>Task Type:</b> Resource Request	<b>Priority Level:</b> High	<b>Task Order:</b> 2
<b>Due Date:</b> 6/1/2017	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$313

Improve student success in studio art courses by using a a Wireless pen tablet with the document camera. This will facilitate teacher demonstrations and visual lectures by increasing student access and visibility.

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
ITech	Art	Elmo 1307 CRA-1 Wireless Pen Tablet, USB	\$313.00	\$313.00

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Resource Request	<b>Priority Level:</b> High	<b>Task Order:</b> 3
<b>Due Date:</b> 12/16/2016	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$1

Be able to keep the door in 3-148 held open so student can enter and leave without interruption. Need a door holder.

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
Facili	Art	Door stop	\$1.00	\$1.00

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu



# Task Details Report

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Resource Request	<b>Priority Level:</b> High	<b>Task Order:</b> 4
<b>Due Date:</b> 6/1/2017	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$20

Provide safe and portable seating for students in the Art Studio, 3-260, to used during lecture portion of class.

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
Facili	Art	Metal folding chairs	\$20.00	\$20.00

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

<b>Start Date:</b> 6/1/2016	<b>Task Type:</b> Resource Request	<b>Priority Level:</b> Medium	<b>Task Order:</b> 5
<b>Due Date:</b> 6/1/2017	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$648

Improve the lighting set up for photo studio work in the photography courses. A strobe ligh kit is need for this.

**Budget Remarks:**

Date:	Name:	Remarks:
03/12/2016	Carranza, James	Shouldn't we hold off on ordering this until we are ready to move forward with re-opening the photography lab?

**Budget Details:**

GL Code	Account	Description	Requested	Approved
Supply	Art	JTL DL-720 Verslight Light Kit with Two E-360 360 watt Monolights	\$648.00	\$648.00

**Assignment Details:**

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

# Task Details Report

**Start Date:**  
2/27/2016

**Task Type:**  
Resource Request

**Priority Level:**  
Medium

**Task Order:**  
6

**Due Date:**  
6/1/2017

**Completion Date:**

**Task Status:**  
New

**Budget:**  
\$212

Replace worn out under the lens filters in the photography area. These are needed for printing a range of papers on unconverted black-and-white enlargers,

## Budget Remarks:

Date:	Name:	Remarks:
03/12/2016	Carranza, James	Again, shouldn't we hold off on this purchase until we are ready to re-open the photography lab?

## Budget Details:

GL Code	Account	Description	Requested	Approved
Supply	Art	Iford Multigrade Under the Lens Mounted Filter Kit	\$212.00	\$212.00

## Assignment Details:

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

# Task Details Report

**Planning Unit:** Arts & Art History  
**Unit Manager:** Lead Faculty, Art and Art History

**Objective:** 198 - Personnel requests for Art

**Objective Description:**

Use this objective to propose new positions. Create a new "action plan" below. Describe the position you are requesting and provide a justification for this request.

<b>Start Date:</b> 2/27/2016	<b>Task Type:</b> Departmental Action Plan	<b>Priority Level:</b> High	<b>Task Order:</b> 1
<b>Due Date:</b>	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$1

Establish an Arts Coordinator position, serving the Art, Theater, Music, and Dance departments to facilitate and support curriculum development, planning, community outreach, and marketing

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
InsPer	Art	Arts Coordinator	\$1.00	\$0.00

**Assignment Details:**

Name:	Email:
Carranza, James	carranza@smccd.edu
Lead Faculty, Art and Art History	moralesw@smccd.edu
Lead Faculty, Theatre Arts	budda@smccd.edu
Lead Faculty, Music	mecklerd@smccd.edu

# Task Details Report

**Start Date:**  
2/27/2016

**Task Type:**  
Resource Request

**Priority Level:**  
High

**Task Order:**  
2

**Due Date:**  
9/1/2016

**Completion Date:**

**Task Status:**  
New

**Budget:**  
\$1

Art Gallery assistant position not be limited to Work-Study recipients. We need funding for this position to enable us to find an interested student who can work during the morning and midday. The low unemployment in our area is making this position difficult to staff. We have spoken with the College President and our Dean about this matter, and they expressed willingness to help us find funding resources.

## Budget Remarks:

Date:	Name:	Remarks:
No Data to Display		

## Budget Details:

GL Code	Account	Description	Requested	Approved
NIPers	Art	Art gallery assistant	\$1.00	\$0.00

## Assignment Details:

Name:	Email:
Lead Faculty, Art and Art History	moralesw@smccd.edu

# Task Details Report

**Planning Unit:** Arts & Art History  
**Unit Manager:** Lead Faculty, Art and Art History

**Objective:** 532 - Walls in art studio 3-260 need to be repainted

**Objective Description:**

The walls in the art studio, 3-260, are in great need of painting. They have not been repainted in over 23 years (perhaps never). Furthermore, they still show the water damage caused by the formerly leaking roof. the roof was repaired some ten years ago when the build underwent renovations. However, 3-260 did not get the wall repaired nor was it repainted at that time. Much of the rest of Building 3 was repainted.

<b>Start Date:</b> 5/27/2016	<b>Task Type:</b>	<b>Priority Level:</b> High	<b>Task Order:</b> 1
<b>Due Date:</b> 8/5/2016	<b>Completion Date:</b>	<b>Task Status:</b> New	<b>Budget:</b> \$1

The walls in the art studio, 3-260, are in great need of painting. They have not been repainted in over 23 years (perhaps never). Furthermore, they still show the water damage caused by the formerly leaking roof. the roof was repaired some ten years ago when the build underwent renovations. However, 3-260 did not get the wall repaired nor was it repainted at that time. Much of the rest of Building 3 was repainted.

**Budget Remarks:**

Date:	Name:	Remarks:
No Data to Display		

**Budget Details:**

GL Code	Account	Description	Requested	Approved
Facili	Art	Painting of walls	\$1.00	\$1.00

**Assignment Details:**

Name:	Email:
Carranza, James	carranza@smccd.edu
Lead Faculty, Art and Art History	moralesw@smccd.edu