Minutes: Fresno City College Stagecraft Certificate Program Committee Meeting

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| May 18, 2021 | 8:00am | Zoom: <https://cccconfer.zoom.us/j/91630663613?pwd=TmlSdHNFZXNFNmVibG1yR1ZWZ1I2Zz09> |

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| Topic | Presenter | Objective |
| Call to Order | C. McCollam-Martinez | 8:04am |
| Adopt Agenda  | C. McCollam-Martinez | * Adopted
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| Previous Meeting Minutes  | ALL | * 1st meeting
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| Introductions  | ALL | * Informational
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# New Business

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| Topic | Presenter | Notes |
| Stagecraft Certificate Advisory Committee Tasks | C. McCollam-Martinez | * Discussed the committee’s advisory tasks.
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| Status Reports/Program Review from Design and Technical Theatre Aspect | C. McCollam-Martinez | * Discussed program review and enrollment of Design and Technical Theatre Degree, discussed recruiting needs for Stagecraft CTE and discussed demands from communities for CTE certification program.
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| Stagecraft Certificate | C. McCollam-Martinez | * Reviewed present course offerings. Committee to review offerings and make further recommendations of courses that will enhance the program and prepare students for current industry standards and trends.
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| Curriculum  | C. McCollam-Martinez/All | * The pandemic has shown the industry weaknesses in technology. Work on finding or developing curriculum that strengthens student knowledge of supportive technology the industry now uses in presenting productions, collaborations, and more.
* Look into CIT 15 – Computer Information Technology and how to incorporate it into curriculum, as well as video production and streaming.
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| Equipment & Programs Update | C. McCollam-Martinez | * Provided brief overview of new and old equipment, as well as, theatre building updates.
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| Equipment & Programs  | All | * Look into Projection Mapping, Unreal Engine, Open-source software, “Slack” (<https://slack.com>) for easy regular committee communication.
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| Next meeting: December (TBD 2 months in advanced), 2021 on Zoom.  |
| Adjourn | 8:59 a.m. |  |

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| Meeting Schedule for Fall 2021Spring 2022 | Official Meetings via Zoom* December 2021 (Day and time TBD 2 months in advance)
* May 2022 (Day and time TBD 2 months in advance)
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Approved Stagecraft Certificate “Advising” Tasks for 2021-2022

1. Review existing programs, courses of study, facilities, and equipment.
2. Propose new programs and/or courses when needed based on solid data for this industry and community.
3. Evaluate existing program. Revise existing programs, suggest changes or deletions, and develop educational specifications for the programs. (For use in building the program and planning for equipment and facilities.)
4. Develop building plans, review architects’ plans, etc., where new buildings are being proposed.
5. Point out changes needed for the future in your area of interest, keeping the program up to date.
6. Assist in placement and in evaluating performance of our CTE students at Fresno City College.