

Grossmont College
World Arts and Cultures Committee
Minutes from Meeting held Wednesday, July 28, 2010, 10:00 a.m.
ASGC Board Room

Present: Agustin Albarran (Chair), Sydney Brown, Irene Bauza, Juliette Harrington, Cheryl-Ann Phillips, Alba Orr, Maria Baeza

Additions to Agenda:

Sydney Brown brought up the idea of having a WACC Carnival for the 50th Anniversary Celebration.

Budget:

Agustin announced the funding of \$20,000 for WACC for the 2010-2011 fiscal year.

Call for Proposals Letter:

Agustin passed around the letter that was created by Rick Griffin, for the Committee to review and discuss deadline dates. Alba suggested sticking to a firm deadline. Agustin brought up the question of having enough time to review proposals and having clarification of proposals if necessary. Agustin asked the Committee about a cut-off date for submission of proposals. Agustin suggested having a “rolling application” process and adding information about when the Committee meets (once a month) to consider proposals. Irene suggested applications should be due at least one month prior to event and adding that to the letter. Juliette suggested creating a checklist that can be completed after an event has been funded so all necessary things are complete for an event. The Committee liked all these ideas. Juliette will create a checklist and send to Committee via email for approval. Agustin will recommend the “rolling application” process to Dr. Colson and Dr. Cooke this afternoon and if approved, the letter and form will be emailed out campus-wide later today.

Grant Request Form/Application:

Agustin passed around the draft copy of the Grant Request Form hoping that by the end of the meeting it would be finalized with dates and by the end of the day sent out campus-wide via email. Sydney made some minor changes to the form (added letter “d” regarding facility requests). The Committee agreed the forms must be submitted typed, not handwritten, and they should be sent electronically.

Calendar of Dates, Deadlines & Dates:

WACC Meetings are held every third Thursday of the month. Some potential upcoming events include: Write-A-Thon, Day of the Dead, Literary Arts Festival, Black History Month, Arabic Culture Day, Arabic Wedding Celebration, Pow Wow.

Purchase of Table Clothes:

Alba is waiting for the decision on the color and the amount of tablecloths needed. The Committee agreed on the color “Hunter Green” and two tablecloths and one banner will be ordered.

Website Development:

Sydney reported that Professor Sherlock is creating the Website in Shutterbug so Sydney can maintain it. The Website will be ready to show by Professional Development Week. Agustin suggested getting photos from Stephen, Grossmont’s photographer, for the Website to include pictures from different WACC events. Irene suggested having the WACC Request Form available on Form’s Depot.

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Fliers/Brochures:

Sydney will create a 3-fold WACC brochure. She will have a mock-up by the next WACC Committee Meeting.

Next meeting: Thursday, August 19, 2010, 2:00 p.m.

Location: TBA