I. Old Business

A. Report on Events Held – April, 2008
1. Stephanie Lyons reported on the attendance at events, especially the success of Earth Day. The event was too spread out over the campus and will be scaled back geographically in 2009.
2. Changes to previously approved events

<table>
<thead>
<tr>
<th>EVENT</th>
<th>SPONSOR</th>
<th>REQUEST</th>
<th>NOTES</th>
<th>APPROVAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Mapping the Vote”</td>
<td>Suzanne Korey</td>
<td>$100</td>
<td>Speaker changed to Nicole Boyle. Patrick DeTemple unavailable.</td>
<td></td>
</tr>
<tr>
<td>SEC multicultural event</td>
<td>SEC</td>
<td>$500</td>
<td>Event cancelled.</td>
<td></td>
</tr>
<tr>
<td>Unity Day</td>
<td>AS</td>
<td>$500</td>
<td>Band changed to Dr. Loco</td>
<td></td>
</tr>
</tbody>
</table>

B. Upcoming Approved Events Status Report
Stephanie Lyons reported that the SEC multicultural event was cancelled, returning $500 to the budget. All other events were reported to be on target.

II. New Business

A. Proposals – require approval

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Biology Seminar Series</td>
<td>Biology/Carole Toebe</td>
<td>$100 each for 2 speakers</td>
<td>Dates/speakers TBD</td>
<td>Pending budget</td>
</tr>
<tr>
<td>Documentary Film Series</td>
<td>Film/David Brown</td>
<td>$100 each for 2 speakers</td>
<td>Dates/speakers TBD</td>
<td>Pending budget</td>
</tr>
<tr>
<td>Photography series</td>
<td>Marshall Berman</td>
<td>$100 each for 2 photographers</td>
<td>Dates/speakers TBD November 3 or 17</td>
<td>Pending budget</td>
</tr>
<tr>
<td>GIS series</td>
<td>Suzanne Korey</td>
<td>$100 for 2 speakers each semester</td>
<td>Dates/speakers TBD</td>
<td>Pending budget</td>
</tr>
<tr>
<td>Theater: “Damien” – play about Fr. Damien, the leper priest</td>
<td>Susan Jackson, Theater Arts</td>
<td>Fall, 2008 - September</td>
<td>Fall, 2008 - September</td>
<td>Pending more information &amp; budget</td>
</tr>
<tr>
<td>Guitar performance/CD release Tony Kakamakov</td>
<td>Larry Ferrara – Music Dept.</td>
<td>$200</td>
<td>September 24 11 - 12</td>
<td>Approved pending budget</td>
</tr>
<tr>
<td>Egyptian illustrators</td>
<td>Art/Graphic Design</td>
<td>$200 each for 3 or 4 programs</td>
<td>Attendees on 2/27 expressed wish to have workshops with each.</td>
<td>Pending specific proposal</td>
</tr>
<tr>
<td>October 23: Lenny Carlson premiere</td>
<td>Music dept. ($600 share)</td>
<td>$600</td>
<td>Shared cost with Music Dept. – two performances</td>
<td>Pending budget and date confirm</td>
</tr>
<tr>
<td>North Indian Classical Dance – Chitresh Das 9/17</td>
<td>Dance Dept.</td>
<td>$1,000</td>
<td>2 dancers and 2 musicians on tabla and sarod. Diego Rivera not available</td>
<td>Pending proposal and budget</td>
</tr>
<tr>
<td>World Music Showcase</td>
<td>Music Dept.</td>
<td>$300</td>
<td>Set aside - TBD</td>
<td>Pending proposal</td>
</tr>
<tr>
<td>Gregorian Chant program</td>
<td>Ferrara/Davis</td>
<td>September</td>
<td></td>
<td>Pending budget</td>
</tr>
</tbody>
</table>

B. Policy and planning discussions
1. A proposal was made for an Art & Graphic Design Dept. fall series of workshops with Egyptian artists/cartoonists and Khalil Bendib.
2. A schedule of deadlines for fall '08 program proposals was discussed. Send to City Currents, Guardsman, wide distribution e-mail to encourage new proposals.
3. Meeting schedule: the next committee meeting will be held on September 2.
III. Adjournment: the meeting adjourned at 2 pm.
Respectfully submitted,
Stephanie Lyons, Secretary
BACKGROUND

Historically, City College offered a subscription (paid) performing Arts Series. Madeline Mueller provided copies of the programs from 1985 – 1991. This occurred coincidental to the Concert and Lecture Series, which was conducted on a program by program basis and was/is free. Over the past seven years, the Concert and Lecture Series has evolved from a random collection of proposals to include scheduled, predictable events as well as individual programs.

We now have:
- Biology Seminar Series
- Documentary Film Series
- GIS series
- Photography Series
- Tuesday Night Stage Band (2 performances)
- World Music Showcase (2 performances)
- East Meets West author series (several campuses)
- Latina/o Heritage Month (several campuses)
- African-American History Month (several campuses)
- Women’s History Month (several campuses)

While we have many individually requested programs, it seems that C/LS is at a crossroads for a number of reasons:

- Certain faculty members have developed multiple programs grouped under a subject umbrella (biology, GIS)
- Other faculty members have developed celebrations that group programs under a cultural umbrella (Women’s History Month)
- The Rosenberg Library has developed a program committee that proposes events celebrating the many cultures represented at the college and relies on Concert and Lecture for funding for many of these programs
- Some faculty have sought funding to support existing programs that have suffered budget cuts (photography seminar)
- New initiatives have developed at the campuses (Mission, SEC, DTN, JAD)

At the same time, the increase in programs presents challenges to C/LS:

- Turnover of student workers results in delays with publicity mailings
- An average of seven (7) flyers are designed, printed, stuffed and mailed each month for roughly 8 months, plus certain months involve separate media mailings; total printing is 1,100 copies of each flyer plus additional printings for posting around campus
- Postage for this number of flyers is expensive and postage costs are rising
- From an environmental perspective, printing this number of single sheets of paper is insupportable especially in light of sustainability efforts on campus.
• An increase in the number of programs demands increased staff time designing the flyers and working with Duplicating to ensure quality product.

• While the Wide Distribution email system is good for reminder notices, it is incapable of sending the actual flyers, so details and the impact is lost.

PROPOSAL

In general, now that C/LS has published deadline dates for receipt of proposals each semester, we should be able to group together similar events or events representing a single department or issue.

Printing a single flyer for series events will save time, paper, ink, and effort.

Stuffing fewer flyers into envelopes each month will reduce postage costs.

Stuffing fewer envelopes will reduce staff time especially when student workers are unavailable (typically at the busy beginning and end of each semester).

Therefore, I propose that we change our publicity design to create a single flyer for a series of programs, and that we encourage those who propose a single event to join that program to other similar programs if possible. Naturally, that will not work in some cases, but any consolidation will be an improvement over what we are doing now.

SUMMARY

Consolidation will reduce costs, time, and energy, while improving sustainability. The fall semester can be used as a pilot program to see whether this consolidation should be made a policy decision.