**Museum Studies Minutes**

May 22, 2018

Dean Lam’s office

Present: Ming-huei Lam, Linda Kallan, Pilar Thompkins Rivas, Wendi Brown, Armando Rivera-Figueroa

Meeting began at 3:30pm. Dean Lam and Dean Rivera-Figueroa (Dean of CTE at City College and former Dean of STEM at ELAC) began by asking what the vision was. Pilar explained our relationship with the Smithsonian and their desire to get more minority students interested in museum studies. Wendi asked about offering an AA degree in Museum Studies. Armando and Linda said that that would be jumping ahead and Linda said first we begin with one class then a certificate and then maybe, depending how that went, an AA degree. Armando stressed the opportunities in conservation. Wendi who was previously a registrar at LACMA said that there were many jobs in the museum field. Pilar mentioned the education departments in museums. Discussion ensued about varying areas of the museum field. Ming-huei voiced concern about funding. Pilar said that there may be grants available for funding the program. Wendi asked how many courses would there be in a certificate. Armando answered that there should be between 18 and 21. Armando asked to come back to the topic of conservation and that we should offer a chemistry class in the certificate. He said that he would talk to the Chairman of the department about which course we should include. Wendi said that she was working on the Intro to Museum Studies outline and that she would be finished soon.

Ming-huei asked when we would be able to offer the class. Linda explained the process of getting the outline approved and said that realistically we would could offer in in the fall of 2019 at the earliest. We agreed to meet again but didn’t set a date. Meeting adjourned at 4:20pm

October 3, 2018

Art Department Conference Room

Present: Ming-Huei Lam, Linda Kallan, Pilar Thompkins Rivas, Wendi Brown, Armando Rivera-Figueroa, Surana Singh,

Meeting began at 3:30pm. Wendi handed out copies of the Museum Studies Outline to be looked at by everyone for suggestions. Armando explained the changes she needed to make. Linda explained that Blooms Taxonomy was needed. Wendi agreed to rewrite the outlines with the changes. Armando told us the Chemistry department would not be able to rewrite the Chemistry course that we looked at and therefore everyone agreed that we should eliminate it from the certificate because none of our students would take the class as it stood. Wendi asked that we add an archiving/digital collections class because that would be very relevant. Everyone agreed. Surana said that she was writing up the outline for the internship class. Pilar asked where she was thinking of these internships taking place. Surana offered Huntington Gardens, Norton Simon Museum, Playa de Raza, and the Arts and Crafts Museums, maybe MOCA, the Broad, etc. Surana asked about gallery internships. Everyone agreed that gallery internships were worthwhile and that they’d be relatively easy to get. Pilar also offered her connections with LACMA and of course VPAM. Ming-huei asked how many hours the internship class would be. Surana said 10 hour/wk for 10 weeks to align with pre-existing internship programs existing in the LA-area, and that there would be additional hours thereafter for the completion of a research project/paper. Ming-Huei said that she would ask Unjoo Lee, chair of Library Science to join us at our next meeting. The date for the next meeting was not determined. Meeting adjourned at 4:30.

January 29, 2019

Art Department Conference Room

Present: Ming-huei Lam, Linda Kallan, Pilar Thompkins Rivas, Wendi Brown, Surana Singh, Armando Rivera-Figueroa, Nathasha Alvarez, Unjoo Lee, Julie Bernardo

Meeting began at 10:30am Wendi told us that the Museum Studies outline had been looked at by Rich Crawford our PLO director and that it looked good to go to Curriculum. Ming-huei introduced Unjoo Lee and Nathasha Alvarez to the committee. Wendi talked about our desire for some kind of course that would cover archiving. Pilar suggested a course in archiving and digital collections. Nathasha asked how many units it would be. Wendi and Surana agreed that it should be a 2unit course. Nathasha said that she could write up the course, no problem. Unjoo agreed that the Library would be happy to contribute to the Museum Studies program/certificate whatever it becomes.

Linda introduced Julie Bernardo, Chair of Anthropology. Julie and Linda, having just come back from a Global Studies trip to Mexico City, discussed how impressed they were with the museum there and Julie talked about the Museum of Archeology. Julie talked about how many of her students had expressed interest in museum work and made a push for including Anthropology 103 which was essentially an archeology course. She passed around the syllabus for the course. Much discussion ensued with everyone agreeing that this was a perfect addition to the certificate. The committee then looked again at the courses offered to make sure we didn’t have more than 21 units. Meeting adjourned at 11:30am.

March 7, 2019

Art Department Conference Room

Present: Ming-huei Lam, Linda Kallan, Pilar Thompkins Rivas, Wendi Brown, Surana Singh

Meeting began at 4:00pm Linda began by telling the committee that Art History 200 Museum Studies and Gallery Techniques had passed Curriculum and that the name was changed to Museum Studies and Gallery Practices. Linda also explained that the Chair of Curriculum said that it would be easier to submit Art 504 Materials and techniques and Art History 201 Museum Studies Internships at the same time that we submit the application for the Certificate since these are standalone classes although actually 501 could be added under General Studies under Arts and Humanities. Linda said that she was still working on the application and needed the help of the Asst. Dean of Workforce Education for necessary data. Linda said that Nathasha had sent her the outline for Library Sciences 200 Digital Assets: Tools and Methodologies. The committee agreed, after an email back and forth among the committee, that the Library Sciences 200 course should be 3 units rather than 2 units. Pilar said that the Smithsonian folks were very happy so far with our progress. Surana said that her research showed that the University of California, Santa Barbara, and Arizona State both offered an undergraduate minor in Museum Studies. Pilar said that CSU San Francisco do too and that we should visit both places to talk to them about their programs. Pilar asked if we could talk to them possibly about an MOU. Ming-huei said that that would be great. Ming-huei asked if we were offering the new Art History 200 course this fall. Linda said that it would be but that it could get on the schedule of classes yet because it wasn’t in the system yet. Wendi suggested we get a flyer produced to start advertising the course even though it wouldn’t have a section number yet. Pilar reminded the committee that she would be meeting with Eduardo from the Smithsonian at the beginning of May and would need to be able to present him with the information regarding our Certificate. Linda said that she would be able to give her that info. Meeting adjourned at 4:40pm

April 24, 2019

Art Department Conference Room

Present: Ming-huei Lam, Linda Kallan, Pilar Thompkins Rivas, Wendi Brown (Surana Singh is expecting baby at any time)

Meeting began at 2:00pm Pilar and Linda briefly discussed their visit with Carole Paul, Head of Museum Studies Minor at UCSB and Savannah Parison, Art History Undergraduate Counselor at UCSB. Linda said that they looked at our Certificate and were very impressed with our array of courses. They have fewer museums in Santa Barbara so most of their students do internships at their local galleries. Linda said that they didn’t offer a materials and techniques class in their program because that was in their art department and they didn’t really work together. Ming-huei said that we were very fortunate in that we all worked together—including the Library. UCSB also doesn’t offer the Library Sciences course in Digital Assets: Tools and methodologies. Linda said that were thrilled to be able to get our students in their program. Linda added that UCSB does offer an MA in Museum Studies. Pilar handed out copies of the budget for our program and asked us to please look at it and make suggestions. Pilar said that this budget will be part of her application for a Smithsonian Grant and a Mellon Foundation Grant. Ming-huei said that we should budget in the Library Science class so that the hours didn’t have to come from them since the class would be for our Certificate students only and that they didn’t imagine any other students would be interested in it. Pilar talked about budgeting in internship monies for possible internships to Mexico City’s Museum of Modern Art and/or Museum of Archeology as well as the Smithsonian. Pilar said she had a meeting scheduled the first week of May in New York with Eduardo from the Smithsonian. Linda said that she would be finishing up the application for the Certificate at the end of the month and that it would go to Kendra via email and then Kendra would submit it for approval and that the “approval committee” meets every 3rd Thursday of the Month. Linda said she couldn’t remember the name of this committee.

Meeting adjourned at 2:40.