



CALIFORNIA STATE UNIVERSITY, LONG BEACH

VICE PROVOST FOR ACADEMIC PROGRAMS

Memorandum of Understanding
Department of Film and Electronic Arts
College of the Arts
February 2020 (for 2017 review)

This Memorandum of Understanding outlines the consensus reached by the Department of Film and Electronic Arts, the College of the Arts, and the Division of Academic Affairs, based on the program review (the external review in December 2017, and UPRC report in January, 2019). The Department did not generate a self-study. It describes the goals to be achieved, and the actions to be undertaken by all parties to this MOU to achieve these goals, during the next program review cycle. Progress toward goals is to be addressed in an annual report.

The Department of Film and Electronic Arts (FEA) offers a Bachelor's Degree with 2 options: BA option in Narrative Production (54 units, Enrollment in this degree option is limited); BA option in Theory and Practice of Cinema (54 units), In addition, the Department also offers a Minor in Film and Electronics Arts (21 units) wherein approved courses for the minor can be grouped into specialized tracks.

The FEA department last underwent review and signed their MOU in 2009. The department provided updates on the signed 2009 MOU in June 2014 but failed to complete a Self-Study for the purpose of the current review.

A number of strengths were identified in the reports:

- The department has done a commendable job in providing rich educational opportunities to FEA students. Students can meet many excellent artists invited onto campus and actively participate in film festivals as well as multiple internship programs. To support student success, the faculty have found "innovative ways to solve problems created by a severe lack of resources".
- Graduation rates for first time freshmen (39%) are consistent with the rates across the College of the Arts (32.3%), and slightly higher than the university as a whole (25.7%).
- Currently, there is great momentum in the department to rebuild the program. The external reviewers were impressed by the leadership, expertise, and energy the faculty brought into this concerted effort.

Areas of Concern were noted in the reports:

- In 2009 MOU, COTA also agreed to collaborate with FEA to address the lack of facilities

necessary for teaching film and media production as well as faculty office space. No further update on this effort has been provided. The external reviewers noted that FEA is housed in a building that is not fit for film production and it poses a number of health and safety issues with current facilities.

- Another major area of concern is the number of faculty. At the time of review, there were 7 full-time faculty serving almost 700 majors.
- The shortage of faculty coupled with the lack of equipment also has had scheduling effects with “a significant impact on students who often can’t get into required courses and shift emphases rather than delay graduation”.
- FEA has two support staff who work (with numerous student assistants) with equipment, one IT specialist, one ASC and a full time advisor. They have one full-time advisor who is also the Director of Undergraduate Advising for the College.
- Though the department articulates active, measurable learning outcomes, they have not engaged in or reported on direct assessment efforts for several years. Assessment was an issue raised in the 2009 MOU as was alignment of learning outcomes across the department curriculum. At the time of this report, the department just completed its first assessment since the previous program review.

Opportunities for Development were noted in the reports:

- FEA can build on it’s community partnerships to take advantage of the Los Angeles entertainment centers and access internships and guest speakers to provide real world educational experience to its students.
- The department is encouraged to continue updating its core curriculum to provide the best educational opportunities to assist FEA students attain marketable skills.

It is therefore agreed that the Department will:

1. It is recommended that the department develop a formal procedure, beginning with a curriculum map, for assessing its PLOs, and then create a cycle for reporting results of these assessments. Annual reports should be sent to the Vice Provost for Academic Programs and Director of Program Review & Assessment. Because of the lack of self study for this review, and the lack of progress made towards MOU in the last 2 review cycles, the Vice Provost is imposing a 5-year program review cycle for FEA. A self study will be due in 2022 for a program review occurring in 2022-23;
2. Ensure that the department mission statement and program learning outcomes are clearly posted on the department website;
3. Explore how already existing relationships with the film and television industry can be used to enhance the department’s internship program and post-graduation job placement;

4. It is recommended that the department as a whole explore a new cycle for course offerings to provide balance to the options within the major and to best serve the interests of its students;
5. Explore funding sources to secure ongoing and guaranteed operating budget to purchase and maintain equipment essential for teaching;
6. Work with the College and Academic Affairs to prioritize developing and implementing long-range facilities plans to replace or rebuild facilities that pose health and safety risk and provide adequate space to teach;
7. As resources permit, work with the College to secure ongoing and guaranteed provision of adequate equipment needed to accomplish program mission;
8. As resources permit, work with the College to develop a hiring plan for full-time faculty and support staff with priorities based on departmental needs.

This MOU has been read and approved by:


FEA Department Chair:


Anne D'Zmura

Date:

2/20/2020

College of the Arts Interim Dean:


Margaret Black

Date:

2-20-2020

Vice Provost Academic Programs:


Jody Cormack

Date:

2-25-20