

PART 4: Initial meetings



ADMIN / FAC / HR MEETING #1



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Dear (insert name),

As you know, the passage of Prop 28 is going to provide a significant infusion of resources starting this July 1.

Prior to developing a plan, I wanted to meet with you to get your thoughts, ideas, and gather input.

Is there a day and time that would work best for you?

(insert your name)



ADMIN / FAC / HR MEETING #1

Points of discussion (20-30 minutes)

- Ask to meet with your administrators or fine arts coordinator (or both); let them know you are wanting to meet and move forward with your Prop 28 plan.
- In that meeting, ask how they see the process moving forward and if they have any thoughts about if they want each program to advocate individually or collectively as a department.
- Ask them for dates, deadlines, parameters they would like you to meet.
- Ask for an administrator to attend the first planning meetings and serve as a liaison through the process.
- Get a list of current arts related classified positions HR books.



ARTS TEAM MEETING #1



ARTS TEAM MEETING #1

Copy / paste email content

Dear (insert name),

As you know, the passage of Prop 28 is going to provide a significant infusion of resources for our department starting this July 1.

Prior to developing our individual plans, I thought we could meet, review the proposition, and discuss next steps. The meeting should be no longer than 30-40 minutes.

Can we all meet next (insert date and time).

Thanks for your flexibility! Exciting times ahead!

(insert your name)



ARTS TEAM MEETING #1

Points of discussion (45 minutes)

- Meet as a group and share the vision of your admin team / FAC had for the process. Ask the group for their vision of the process.
- Go through the law, step by step, and ask them if they have any questions. Then walk through the real time issues associated with the law. Use deck #1 questions and concerns if you like.
- Share with them the estimated funds and how they must be used using real dollars.
- Select an initial group/project lead to facilitate the process and begin to document the meeting and discussions.
- Schedule (bi) weekly meetings moving forward.

