



Office of the President

To: CPC Tri-Chairs
From: Dr. Kim Hoffmans, President
CC: Executive Team
Date: January 31, 2024
Re: Out of Cycle Resource Request

As part of our [Out of Cycle Resource Request process](#), the Executive Team has reviewed the following funding request. The president's response is included below, with the details in the individual request form attached to this memo.

Requestor	Request	Division/Department	Response
Ron Mules	Art Mural for VC 100 th Anniversary	Visual/Performing Arts, Social & Behavioral Sciences, Ethnic Studies and Modern Languages	As part of our Out of Cycle Resource Request process , the Executive Team has reviewed your request for funds to pay for an Art Mural on campus for the Ventura College 100 th Anniversary. Funds have been identified for the down payment and as such, the \$5,000 request is approved. Please seek funding for the completion of the mural from additional sources, such as the VC Foundation.

Please share this information as appropriate. Thank you for your contribution to this process.

Ventura College will be a beacon of learning — a source of inspiration and guidance — for our students and community.

Out-of Cycle Resource Request Form

Complete this form to request resources that were not included in your program review. This is not intended to replace or circumvent program review. It can only be used in the case of a time-sensitive need that arose outside of the usual program review cycle.

After completing the form below, the request will go to the Vice President over your area. If the Vice President approves the request, it will go to the President and Executive Team for consideration.

Q18. Division/Department

Visual/Performing Arts, Social & Behavioral Sciences, Ethnic Studies and Modern Languages

Q1. Type of Resource Requested:

- Other

Q14. Is this a new resource or a replacement of an existing resource?

New

Q3. Description of Request:

If this is a staffing request please include the following information:

- **Position title**
- **Position number (if this is a replacement)**
- **Date that the hire is needed**

Art Mural for Ventura College 100th Anniversary.

This is a new request and does not have number.

Important Dates/Timeline for this request:

Proposed schedule:

1. The Call for artist designs should go out no later than February 2nd and be advertised to all of the major groups in Ventura County. I believe Sharla has a list.
2. This will allow us to close the design applications right after Spring Break – April 12
3. A committee should be formed to evaluate the designs – this could be done between February 5 and March 22nd.
4. The committee could meet for organizational procedures the week of April 8th.
5. The committee's selection could then be completed by April 26th and the necessary documents could go out for signatures/approval to the necessary groups.
6. This structure could see all of the necessary actions completed before the end of the Spring semester.
7. Lastly, the down payment to Muralism.org (\$5,000) for painting to begin in October should be paid by no later than March 1st. This will ensure they are available to execute the selected design.

Q4. Why was this request not included in the annual program review process?

This request was not included in the annual program review process as it relates to the 100th anniversary of the College. It was assumed at the time that there was a committee that would approve this request and forward this project to the executive committee. The Art Mural Project was signed off on by Facilities and Operations Group (FOG) and a presentation was given on December 20, 2023, to the Executive Team of Ventura College by Interim Dean Ronald Mules about the details and requirements necessary to complete this project.

Q17. Why is this request needed at this time (as opposed to going through the annual program review process)? Please describe how your program will be impacted if this request is not approved.

This request is vitally important as it directly relates to the celebration of Ventura College's 100th anniversary which will take place in 2025.

The Mural Project being completed by October 2024 (see timeline above) could be used not only to celebrate the College in 2025, but as a promotional marketing tool to advertise the College its students, programs, and activities.

Q12. Estimated Cost

\$13,000

Q15. Funding Source (e.g. General Fund, Categorical, etc.)

General Fund

Q5. Which of the following does this request align with (check all that apply):

- Educational Master Plan Goal 1 - Increase Student Success and Equity
- Educational Master Plan Goal 2 - Increase Student Access
- Educational Master Plan Goal 3 - Strengthen Local/Regional Partnerships
- Educational Master Plan Goal 4 - Enhance Institutional Effectiveness
- Educational Master Plan Goal 5 - Effectively Manage Campus Resources

Q10. Your Name

Ronald N Mules

Q11. Your VCCCD Email Address

rmules@vccd.edu

Q7.

Vice President Over Your Area

- Jennifer Kalfsbeek-Goetz

Q16. President's Response (To be completed by College President)

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