

MEMORANDUM

TO: College of Visual and Performing Arts Faculty

FROM: Dr. Joseph P. Scartelli, Dean
College of Visual and Performing Arts

DATE: April 1, 2013

RE: Information for Evaluation of the College Dean: 2012-2013

As per the current process for the evaluation of college deans, I share with you a list of accomplishments and activities from the current evaluation year (June, 2012 through May 2013) for your reference. In addition to cross-referencing these activities with my 2012-2013 academic year goals, I have also indicated my “Administrative/Teaching Responsibilities” and “Professional” activities. I hope this information will be useful in completing the annual evaluation of my performance as Dean of the College of Visual and Performing Arts. I preface my report by restating my overarching vision in my 2012-2013 Goals Statement that guided my actions throughout the year: *“I wish to note that I believe it is incumbent upon me to continue to set a constructive tone, take advantage of opportunities, and work with my colleagues to continue progressing our role as artistic leaders, teachers and professional models to our students.”*

Thank you.

Administrative/Teaching

GOAL - Continue leadership role with the Arts Society of Radford University to achieve the 2012/13 campaign goal of at least \$100,000 to continue building the scholarship endowments and identify funds to support instructional endeavors within the CVPA. I will also continue my very strong working relationship with the Arts Society Campaign Chair, Dr. Rosalyn Lester. In addition, I will continue to work with the Office of University Advancement staff on major gift potentials and creation of additional endowments, working closely with the CVPA liaison, Kathleen Harshberger.

RESULT - *The Arts Society is completing its 24th year of fundraising support to the College of Visual and Performing Arts. The Arts Society Annual Campaign is approaching \$361, 669.43 in donations received from July 1 through February 28, 2013. It is expected that that total will approach \$400,000 by the conclusion of the fiscal year. This figure adds to the total that will continue to support the college’s approximately 100 student scholarship recipients, program funds, endowments and outreach activities. This total, once again, far exceeds our goals for the year! There are now approximately 45 endowed scholarships dedicated to the arts (up from 35 in 2009). I also hosted a number of meetings of the Arts Society Leadership Committee comprised of university and*

community individuals/officials to discuss and plan initiatives and strategies for the campaign year. I wish to note that Dr. Rosalyn Lester served our efforts and the cause of our students with great enthusiasm and leadership working very closely in the recruitment of new Arts Society members and event planning. Her skills and involvement virtually insure the continued success of the Arts Society and she and I continue to work exceptionally well together. We also work very closely with the Office of University Advancement and particularly Kathleen Harshberger to investigate and pursue all avenues to attract and cultivate donors to assist in these efforts. As a result, the college was the recipient of a number of major cash gifts this year while we also enjoyed another overall increase in the number of donors.

GOAL - Work with the RU Foundation to determine “naming opportunities” and prospective donors to the new Fine and Performing Arts Facility.

RESULT – *I am continuing to work with the Office of University Advancement to determine the areas of the Covington Center that will be attractive to potential large donors who wish to ‘name’ certain locations in the building. The work is ongoing. Currently over 80 seats have been ‘named’ in the recital hall. Although no additional facilities were ‘named’ this fiscal year, the Bondurant Auditorium enjoyed some significant renovations and an informal rededication with the Bondurant family occurred in the fall.*

GOAL - Teach one course per semester. In addition, I expect to serve on or supervise 2 to 4 graduate theses/graduate project committees.

RESULT – *I taught MUSC 48/MUSC 585 (Psychology of Music I) in the fall and am currently teaching MUSC 486/MUSC 601 (spring) (Psychology of Music II).*

GOAL -Work with and assist CVPA faculty in their efforts to construct and submit at least 8 grant proposals.

RESULT- *Approximately 17 grants (internal and external) were written by faculty in the CVPA during the current academic year.*

GOAL- Research a study abroad opportunity for Radford University with Cuba with the goal of establishing a program that will permit RU students to travel to, and study within the country of Cuba.

RESULT – *This work is ongoing. I researched the legalities and processes associated with setting up an arrangement, likely with the University of Havana. I have also been meeting with Dr. Rita Martin in the Department of Foreign Languages who has significant knowledge and experience in this area of programs in and with Cuba.*

GOAL – Work with all appropriate parties to investigate and possibly implement alternative sources of funding through proposed fee structures to support

academic/artistic classroom and studio needs as well as arts programming (i.e. guest artists, university performance series, outside art exhibitions, etc)

RESULT - *This process remains ongoing. I submitted a details proposal to outline a fee structure that would support guest artists, outside exhibits, a strong performance calendar, and a distinguished speaker series. However, that proposal has not been supported. We continue to clarify a process to hopefully implement a structure for assessing 'course-based' fees to cover the costs of consumables required of students in many CVPA course (ex. art supplies, printing expenses, etc.). These discussions are currently in progress.*

GOAL – Work closely with each department on outreach initiatives and activities, particularly with regard to providing high quality arts experiences to school-age populations to the extent that budget permits.

RESULT – *We enjoyed a particularly successful year. In addition to the traditional, major outreach events (Young People's Concerts with the Wind Symphony and the RU Percussion Ensemble, Holiday Theatre production, Opera Ensemble (coming up this spring)). Of course, our most significant production, "The Nutcracker Ballet" was presented in December. The production has become a strong tradition for the campus and particularly for the community.*

GOAL -Work closely with each department in the CVPA that is advertising and hiring faculty and support positions during the academic year.

RESULT – *positions in Interior Design have been advertised with one (ID) is recently reaching conclusion. Two replacement searches are currently taking place and should reach conclusions shortly. Through the new initiative funding process, the department chairs and I developed a priority list of new positions to be added as funding permits. We have also recently replaced the position of Assistant to the Dean/CVPA Communications Officer with a highly qualify individual who is now working extremely effectively with the departments and my office to address the significant web presence and publicity needs of the CVPA among other duties.*

GOAL - Work with the Vice Provost for Enrollment Management and the Office of Admissions to coordinate all student recruitment activities including all open houses, school visits/performances/exhibits, New Student Orientation, etc.

RESULT – *I have assisted in planning and participating in all events related to recruitment of new students. I continue to host college information sessions for all the spring open houses and fully participate in Quest each year, presenting the college parent sessions as well as participate in information sessions with new students and families.*

GOAL - Work closely with each department to assess equipment, faculty development, and facility needs that can be addressed through the equipment trust fund and any “one-time” funds that may be available to Academic Affairs.

RESULT – *We made the most of internal resources as well as the Equipment Trust Fund to address identified priority needs throughout all of the departments. I have worked closely with the department chairs to address priority needs that are currently being addressed with year-end funds. Through an intensive priority development process, the CVPA has been able to make headway (some significant) in addressing equipment needs made available through year-end dollars. The prioritization process has greatly insured that the needs that have the most impact on student learning continue to be addressed. I applaud the college chairs for their diligent work. We also coordinated with Facilities Management to renovate a former museum work room in Covington Hall to serve as the Art Education classroom.*

GOAL – Continue formal planning with the Department of Art and the Department of Interior Design and Fashion in their goal to achieve accreditation with the National Association of Schools of Art and Design (NASAD) with the goal of submitting a self-report and plan for a site visit during the 2013-14 academic year.

RESULT – *We continue to plan for a self study based on consultant recommendation. In addition, individuals from Art and Design attended the NASAD national conference and have also firmed up arrangements to bring an accreditation consultant to campus in preparation for a formal self-study submission in the fall of 2013 and hosting an on-site visit in the following spring.*

GOAL -Work with the Department of Dance to begin formal investigations into accreditation with the National Association of Schools of Dance (NASD).

RESULT – *This effort continues to progress. The Department of Dance is now working on its self-study for accreditation with the NASD and has set a target of submission of its self-study in the fall, 2013 with an on-site visit occurring in the following spring.*

NOTE: Both of these accreditation efforts are in support of the “RU 7-17 Strategic Plan,” Goal 2.1, bullet 10...Increasing the number of programs achieving national accreditation or certification by requiring that every program eligible for accreditation or certification attain it. **With the approval of these two current efforts, ALL programs in the CVPA will be accredited through their respective accreditation bodies.**

GOAL -Work with the Department of Interior Design and Fashion to continue the development of a MFA degree in “Design Thinking,” a design curriculum that would be totally on-line.

RESULT - *The MFA in Design Thinking accepted and matriculated its first students in October, 2012 upon receiving SACS approval as a new program. The program is currently working on hiring a second faculty member dedicated to this degree.*

GOAL -Serve on the Committees to which I have been assigned:

- Deans' Council
- CVPA Leadership Team
- Academic Policies and Procedures
- University Performance Series Committee (chair)
- University Academic Program Review Committee
- Convocation and Commencement Committee

In addition, I coordinate the CVPA Commencement Ceremony and work in the annual QUEST Programs (Parent sessions, student sessions, Information Forum).

RESULT – *Accomplished and Continuing.*

GOAL - Negotiate and contract the 2013/14 University Performance Series including researching and distribution of information to the University Performance Series Committee.

RESULT – *As chair of the University Performance Series Committee and working with that group, I am working with a number of agents to negotiate and contract the 2013-14 season. Contracts should be completed by June, 2013.*

I negotiated and scheduled the following major events for the 2012-13 season:

- National Chinese Acrobats of Beijing*
- National tour of “STOMP”*

These two performances were among the most successful in many years of programming with the highest audience attendance records in over 10 years.

GOAL - Work closely with the Office of Public Relations and Information to develop the concept for the annual Visual and Performing Arts calendar/brochure highlighting all of the events and activities of the entire college in the upcoming year.

RESULT – *Produced and mass-distributed the 2012-2013 CVPA Art Brochure/mailer. The Office of Creative Services works exceptionally well with us to produce an attractive piece that represents the college and university extremely well.*

GOAL -Coordinate, implement and host receptions and banquets with the Foundation staff supporting major performances and exhibits and benefiting the Arts Society.

RESULT – *Arranged and assisted in implementation of numerous receptions usually in the Covington Center or Bondurant Hall Lobby. These ‘high-profile’ events remain crucial to the efforts of the Arts Society to raise funds that support scholarships and scholarship endowments. Of note, all of the planning and implementation of these receptions (formerly coordinated by my office and the RU Office of Development) have been turned over to my office and are now coordinated almost exclusively by my administrative assistant, Nancy Bishop, working closely with Kathleen Harshberger.*

Among the events was the second “Give Your Heart to Art” fundraiser that honored the late Dorothy Gillespie and her long association with Radford University.

GOAL -Support student and faculty artistic endeavors by attending a significant proportion of events produced in the college throughout the year.

RESULT – *Accomplished and Continuing. I have attended upwards of 40 CVPA events over the course of the 2012-13 academic year spanning all five departments.*

Note:

In addition to the activities noted above under “Administrative/Teaching” are the routine administrative/supervisory responsibilities of the position. I meet semi-weekly with the CVPA leadership and almost daily on an individual basis with the CVPA chairs. We work closely on all matters related to:

-budget management and negotiation

-facilities issues

-involvement in all personnel matters and management (evaluation, promotion, tenure, hiring, salaries, part-time faculty appointments and planning)

-represent the CVPA to the Board of Visitors, the President, the Provost, and all divisions of the university, Student Affairs, University Advancement, and Business Affairs.

{I wish to note, as I continue to do each year, my appreciation for the work and cooperation of the CVPA department chairs and faculty as we continue to provide the best learning and creative environment for all students and programs in the CVPA}

Professional

GOAL -Continue duties as member of the editorial boards of The Arts in Psychotherapy, a major juried international journal in the creative arts.

RESULT – *Accomplished and continuing.*

GOAL -Continue my own artistic involvement as opportunities arise.

RESULT - *I continue to perform with the RU Faculty Jazz Quartet, performed in the pit orchestra for the production of “The Nutcracker Ballet,” and various recitals as requested including the Phi Mu Alpha recital in April.*

GOAL -Community Networking:

RESULT – *Accomplished and Continuing*

- I continue to serve on the Board of Directors of Brain Injury Services of Southwest Virginia, Inc., Roanoke....I am President-Elect of that organization.
- Serve on the Board of Trustees of Carilion New River Valley Medical Center...*I am currently Chair-elect of the Board of Trustees.*

GOAL - Maintain professional memberships with:

- American Music Therapy Association
- Association of Performing Arts Presenters
- Pi Kappa Lambda
- Phi Mu Alpha.

RESULT – *Accomplished and Continuing.*