

Services and Activities Fee Committee
Base Funding Request for FY2010-FY2013

Name of Program, Activity, or Service	Sarah Spurgeon Gallery	S&A Project ID	5-34265-00	Submitted By	Heather Horn Johnson heatherh@cwu.edu
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Total Annual Base Funding Requested \$ 40,843

ADDITIONAL INFORMATION INCLUDED AT END OF REQUEST

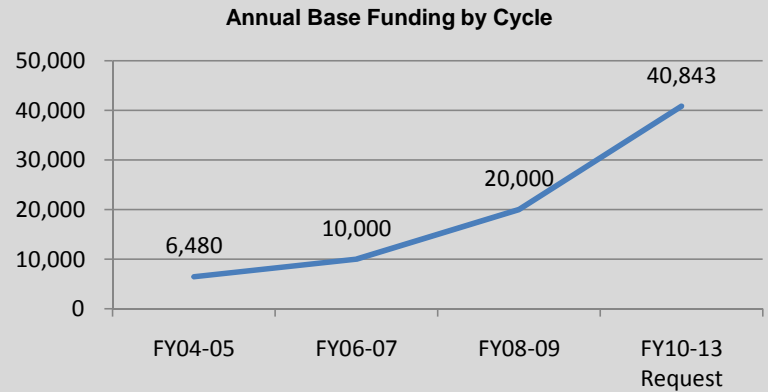
BRIEF DESCRIPTION OF PROGRAM, ACTIVITY, OR SERVICE

S&A funding is the means by which the visual arts can be a vital part of campus life for Central's students, an experience that will extend into their life-long education. The Sarah Spurgeon Gallery presents diverse exhibitions and programs that stimulate appreciation and understanding of the visual arts in students of all disciplines. Below is a summary of the student benefits provided by the gallery:

- ◆ An average of five student art exhibits annually: two organized by the Student Art Council, two by Master of Fine Arts thesis candidates, and one by Farrell undergraduate scholarship recipients. More than sixty student artists had their artwork displayed in 2008-2009.
- ◆ Special exhibits by notable alumni, as well as local and regional artists with a focus on diversity of expression (i.e. Yakima Latino artist Daniel DeSiga).
- ◆ Internships for museum studies minors and professional development for Department of Art students in the areas of gallery display, non-profit management, and collections management.
- ◆ Opportunities for instructors from all disciplines to incorporate visual culture into their curriculum. In 2008-2009, instructors in the areas of studio art, art history, poetry, creative writing, women's studies, and philosophy brought their students to the gallery.

ANNUAL BASE FUNDING REQUEST SUMMARY

	<i>Annual Base Amount</i>
Admin/Exempt Payroll	\$ -
Civil Service Payroll	12,480
Student Payroll	2,531
Employee Benefits	4,444
Goods & Services	19,500
Travel	-
Equipment	1,888
Annual Base Expenses	40,843
<i>Less: Annual Other Funding Sources</i>	-
Annual Base Funding Request	\$ 40,843



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ANNUAL BASE EXPENSES

BASE ADMIN / EXEMPT PAYROLL EXPENSE

Admin/Exempt Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
NA		per Year	1.0	1	30.0%	-
BASE <u>ADMIN/EXEMPT</u> PAYROLL EXPENSE TOTAL						-

BASE CIVIL SERVICE and TEMP PAYROLL EXPENSE

Civil Service/Temp Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
Gallery Manager: 25% of annual salary and benefits	1,040.00	per Month	12.0	1	35.0%	12,480
BASE <u>CIVIL SERVICE and TEMP</u> PAYROLL EXPENSE TOT/						4,368
						12,480

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BASE STUDENT PAYROLL EXPENSE

Student Position - Description	Pay Rate	Pay Rate Unit	Pay Rate Units per Year	Number of Employees	Benefits %	Annual Base Amount
Federal Work-Study Gallery Attendants (25% of Annual Salary @ \$9.00/hour) [Note: Not previously funded by S&A, current funding source will expire in FY2010.]	2.25	per Hour	375.0	3	3.0%	2,531
BASE <u>STUDENT</u> PAYROLL EXPENSE TOTAL					76	2,531

BASE EMPLOYEE BENEFITS EXPENSE

Payroll Category	Overall Benefits %	Annual Base Amount
Admin/Exempt	N/A	-
Civil Service	35.0%	4,368
Student	3.0%	76
BASE <u>EMPLOYEE BENEFITS</u> EXPENSE TOTAL		29.6% 4,444

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BASE GOODS & SERVICES EXPENSE

Description of Goods & Services Expense		Annual Base Amount
Insurance	Fine Arts Insurance Policy Coverage	160
Telephone	Base Telephone Rate	375
Freight	Shipping Artwork to and from Gallery	3,250
Exhibit Rentals	Traveling Exhibit Fees (i.e. Shoebox Sculpture and Print Zero Exhibits)	1,750
Artist Contracts	Hire Artists to Create and Display Art, Perform, and Lecture	2,000
Visiting Artist Travel	Airfare Costs (Partial Reimbursement)	800
Visiting Artist Accommodations and Meals	On-Campus Accommodations (when available) and per diem	500
Graphic Productions	Design and Pre-Press Services for Posters and Postcards	2,500
On and Off-Campus Printing	Printing Posters and Postcards (i.e. Student Exhibit Publicity)	800
Advertising	Exhibit Signage for Interior and Exterios of Gallery	1,500
Light Refreshments	Catering Costs for Opening Receptions (i.e. First Friday Art Walk)	2,000
Misc. Supplies	Packing Materials, Paint, Lightbulbs, Hardware	500
Office Supplies	Labels, CD's, Mat Board, etc.	265
Program Expenses	Annual Awards for Juried Student Art Exhibition	600
Postage	Bulk Mail Services for Direct Mailings	900
Equipment Rentals	Tables, Chairs, Podiums, etc. for Events	250
Photocopies	Event Fliers and Everyday Needs	350
Central Stores	Plywood and Plexiglass to Replace 20-year-old Pedestals	1,000
BASE <u>GOODS & SERVICES</u> EXPENSE TOTAL		19,500

BASE TRAVEL EXPENSE

Description of Travel Expense		Annual Base Amount
		-
BASE <u>TRAVEL</u> EXPENSE TOTAL		-

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BASE EQUIPMENT EXPENSE

Description of Equipment Expense	Quantity	Cost Each	Total Cost	<i>Annual Base Amount</i>
Light Fixtures and Transformers (Replacements for 25 year-old equipment)	10.0	115.00	1,150	288
Computer for use by student employees in gallery (laptop preferred)	1.0	1,400.00	1,400	350
Two Security Cameras and Monitoring System (to provide adequate security for borrowed artwork)	1.0	5,000.00	5,000	1,250
BASE <u>EQUIPMENT</u> EXPENSE TOTAL				1,888

ANNUAL BASE EXPENSES - TOTAL

40,843

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ANNUAL BASE FUNDING SOURCES (Revenues & Transfers In)

BASE OTHER FUNDING SOURCES (Revenues & Transfers In)

Description of Other Funding Source (Revenues & Transfers In)	Annual Base Amount
	-
BASE <u>OTHER FUNDING SOURCES</u> TOTAL	-

USE OF CARRY FORWARD (RESERVES)

Description of Carry Forward (Reserve) Balance	Total Expected Carry	Total to be Used for Expenses	Total to be Retained	Annual Base Amount
	-	-	-	-
USE OF <u>CARRY FORWARD (RESERVES)</u> TOTAL				-

ANNUAL BASE OTHER FUNDING SOURCES - TOTAL

-

ANNUAL S&A BASE FUNDING REQUEST

\$40,843

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DISCLOSURE OF NON-S&A FUNDING SOURCES

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Description of Non-S&A Funding Source	Year 1 FY 2010	Year 2 FY 2011	Year 3 FY 2012	Year 4 FY 2013	Average Annual Amount
Catherine Nisbet Memorial Fund (one-time, Foundation)	3,000				750
Sarah Spurgeon Memorial Fund (one-time, Foundation)	1,700				425
College of Arts and Humanities (one-time funding)	8,500				2,125
DISCLOSURE OF NON-S&A FUNDING SOURCES TOTAL	13,200	-	-	-	3,300

DISCLOSURE OF NON-S&A FUNDING SOURCES - TOTAL

3,300

TO: Student Services and Activities Fund Committee

FR: Heather Horn Johnson, Gallery Manager

RE: Sarah Spurgeon Gallery Base Funding Request

S&A funding is the primary means by which the visual arts can be a vital part of campus life for Central's students, an experience that will extend into their life-long education. Without the generous support of the S&A Committee the Sarah Spurgeon Gallery would be unable to provide free admission to the gallery and related events for students, faculty, staff, and members of the general public, who have made an average of 4,000 visits each year since 2005-2006. The Sarah Spurgeon Gallery presents diverse exhibitions and programs that stimulate appreciation and understanding of the visual arts in students of all disciplines. As the only university art gallery in Central Washington, Sarah Spurgeon Gallery has the potential to develop into a vital and highly-visible regional center for visual arts and culture. Perhaps most significantly, the gallery can foster student creativity through traditional art exhibitions, as well as exhibits of experimental media such as performance, installation, and video art.

An annual base funding level of \$40,843 would allow the gallery to operate in accordance with professional gallery standards, and bring its budget closer in-line with university art galleries at comparable institutions. Although a similar annual amount of \$43,904 was requested during the previous funding cycle (FY08-09), the gallery was awarded \$20,000, which has limited the quality and scope of exhibits that could be presented to the student body. In addition to showcasing artwork by students, faculty, and local alumni, it is the role of a university art gallery to feature outside artists and traveling exhibits, providing access to new and exciting developments in the field of contemporary art.

Essential funding provided by the S&A Committee in the following areas will enable the Sarah Spurgeon Gallery to:

- **Publicize and increase event support for student art exhibitions:** defray costs that the Student Art Council must currently pay for with its club budget (i.e. printing costs for posters, postcards, and gallery signage; catering for student receptions; awards for the juried student art exhibit).
- **Invite diverse and talented professional artists to display their work in the gallery, and host modestly priced traveling exhibits, in accordance with professional standards:** costs for shipping and packing artwork (so that these costs do not come out of the artists' pockets); honoraria for artists to create and install their artwork. Such exhibits enhance the educational and cultural richness of student life immeasurably.
- **Develop and engage in interdisciplinary programs:** develop a women's art exhibit as part of a campus-wide celebration of 100-years of women's suffrage in Washington State in 2009-2010; explore the experience of Asian-American artists in conjunction with the new Asian-American studies minor. Host poetry readings and performances to expand the gallery's audience. These activities augment other programs on the CWU campus, making it possible for students and other attendees to see the interconnections between academic and arts disciplines.

- **Provide adequate gallery security and secure future loans of artwork:** salary for three federal work-study gallery attendants (current source of funding expires in FY2010); two security cameras and a monitoring system. It is imperative to protect all work displayed in the gallery and to assure student exhibitors that their work is safe and secure.
- **Replace 25 and 30-year-old equipment:** continue to replace outdated light fixtures and build display pedestals with secure plexiglass covers. While an improved display environment would highlight the work of all exhibitors, it is especially important that student work be shown to its best advantage, giving student artists the recognition merited by their creative endeavors.

In conclusion, the Sarah Spurgeon Gallery is an important cultural resource on campus with unique student and community benefits. With increased support from the S&A Committee, the gallery can enhance its visibility, create new and diverse opportunities for student artists and visitors, and meet the high standards of presentation, community outreach, educational content, and professionalism that are expected from a university art gallery.

What unique student benefits does the Sarah Spurgeon Gallery provide?

- **Free admission** to the gallery and related lectures and workshops for students, faculty, staff, and members of the general public, who have made an average of 4,000 visits annually since 2005-2006.
- An average of **five** student art exhibits each year: two organized by the Student Art Council, two by Master of Fine Arts thesis candidates, and one by Farrell undergraduate scholarship recipients. **More than sixty student artists had their artwork displayed in 2008-2009.** We also anticipate adding a new, annual Bachelor of Fine Arts exhibition.
- **Special solo and group exhibitions** by notable alumni, as well as local and regional artists with a focus on diversity of expression (i.e. Yakima Latino artist Daniel DeSiga).
- **Internships for museum studies minors and professional development for Department of Art students** in the areas of gallery display, non-profit management, and collections management.
- **Opportunities for instructors in all disciplines to incorporate visual culture into their curriculum.** In 2008-2009, instructors in the areas of studio art, art history, poetry, creative writing, women's studies, and philosophy brought their students to the gallery.

What new programs does the gallery have planned for the near future?

- **Student Exhibits:**
 - Student-designed poster advertising all four spring student art exhibitions.
 - Student poetry reading events in the gallery; a potential collaboration between the Manastash poetry project and the Student Art Council.
 - Develop temporary, satellite galleries in the SURC and other on-campus buildings.
 - Explore hosting an annual Bachelor of Fine Arts (BFA) exhibit for graduating seniors, to be open to the public during commencement weekend.
- **Interdisciplinary Collaborations:**
 - Women's Art Exhibition and opening reception for the campus-wide celebration of 100-years of women's suffrage in Washington state, Fall 2009.
 - Asian American Artist Group Exhibit, in collaboration with Asia-Pacific Studies Dept. and new Asian-American Studies minor (tentative, dependent on funding).
- **Traveling art exhibits and related lectures/workshops:**
 - *10th International Shoebox Sculpture Exhibition*, Fall 2010
 - *Print Zero International Print Exchange*, 2011 (dependent on funding)
 - *Society of Illustrators 52nd Annual Exhibition*, 2012 (dependent on funding)
- **Special exhibits by nationally-recognized alumni artists:**
 - *Richard Elliot Retrospective*, Reflector art, paintings, and mixed media, Winter 2009
 - *CWU Alumni Exhibit*, 60 artists in all media, Spring 2010
 - *Nancy Worden, Jewelry*, 2010 or 2011
 - *Richard Fairbanks with Finnish potter Kylliki Salmenhaara*, Ceramics, Fall 2011