November 12, 2008

To: Undergraduate Council

From: Scott Coltrane, Dean, College of Arts and Sciences
       Frances Bronet, Dean, School of Architecture and Allied Arts
       Tim Gleason, Dean, School of Journalism and Communication

Re: Cinema Studies Proposal

The attached proposal for a joint bachelors degree program in Cinema Studies involves courses from CAS, AAA and SOJ. The requirements for the major include coursework in the history of film, films of diverse cultures, the study of film criticism and introductory courses in film production. The program will be led by a director appointed by the deans of the three units and an executive committee of faculty also appointed by the deans. The program will be funded by an initial investment from CAS, the Provost and the Library and cost sharing by the three colleges in the form of students who change majors into the Cinema Studies program. Each college will provide access to the courses required by the major. Additional sections of required courses will be funded by the program to teach in the various units. The funding proposal expects a minimum of 75 declared majors by the end of Year 3 (2011/12). Based on our enrollment projections and assuming the full implementation of the new budget model in 2009/10, the Cinema Studies program will be self-sustaining by Year 3 (see attached).

The attached budget shows the initial commitments made by the Library, CAS, AAA and SOJC and the Provost to launch the program. CAS and the Library have committed start-up funds to cover the costs of a production lab to support the new program. Funding for the initial planning year (Year 0) is now in place. Having received approval from the curriculum committees of CAS, AAA and SOJC for the proposed major in Cinema Studies, we strongly endorse the program and request approval from the Undergraduate Council. There is ample student interest in Cinema Studies to go along with this institutional support and we are excited by the prospects for this new collaborative interdisciplinary and cross-college program. We look forward to implementing Cinema Studies in the coming years.
Cinema Studies Program

Governance, Operation, and Budget Principles

1. The Cinema Studies program is designed as a cross-unit program that will be administered by a program director and an executive committee appointed jointly by the Deans of CAS, SOJC and AAA. Budgets will be managed by the CS program with oversight by the three colleges. The program proposal states the following:

Since the Cinema Studies major involves three colleges in the University of Oregon, the program will be managed by an appointed program director who is a member of the faculty in one of the three colleges and who will be appointed by the three Deans after a nomination process by the core program faculty. The program director will be advised by an executive committee composed of seven faculty members, three from the College of Arts and Science and two from each from the Schools of Architecture and Journalism, appointed by the college deans. The program director, with the Executive Committee, will collect and review syllabi from major courses, monitor teaching evaluations in required and optional courses, collect graduation and employment data, and manage enrollments in the major in cooperation with the departments offering courses used in the major. The director will be assisted by an Associate Program director, nominated by the director and appointed jointly by the three deans. The program director will meet annually with the Executive Committee to review the program and provide a report to the deans of the three colleges as requested. The program director and executive committee will also be responsible for maintaining connections with the Oregon Film Office and other relevant organizations. (7. a.)

2. In response to the request form the UO Provost’s office that a single dean be ultimately responsible for program oversight and in light of the investment from the College of Arts and Sciences, the Dean of CAS will serve in this role.

3. If there is no model for awarding a degree from multiple colleges or outside a college, BA degrees in Cinema Studies can be formally awarded within the College of Arts and Sciences.

4. The following are six principles to govern the overall operation of the CS budget. These are based on the assumption that the budget model in effect will fund programs in relation to student credit hours, majors and degrees.

4.1 SCH-based distribution of tuition for Cinema Studies courses will go to the college or school offering the course with the exception of (2).

4.2 SCH generated by courses taught by adjuncts funded by CS will go to the CS program; SCH generated by courses taught by faculty “bought” out by CS will also go to CS (regardless of the unit the course is offered through).

4.3 Major-based distribution of tuition will go directly to the CS program.

4.4 Once degrees are awarded in CS, the program will also receive its share of the degree-based distribution of tuition.
4.5 Funds received by CS will be used to pay for direct program costs and the tax on expenditures. Taxes will be paid before profit-sharing.

4.6 CS program costs will not count as expenditures for CAS, SOJC, or AAA.

5. The CS program and budget will be reviewed every three years by the Dean of CAS and the resulting report will be reviewed by the deans of SOJC and AAA. In consultation with the Program Director and Executive Committee, program operations may be revised.

Cinema Studies Program Proposal
Addendum
November 12, 2008

[Signatures]

Frances Bronet, Dean
School of Architecture and Allied Arts

Scott L. Coltrane, Dean
College of Arts and Sciences

Tim Gleason, Dean
School of Journalism and Communication
## CINEMA STUDIES
### ADDITIONAL COST ESTIMATE

<table>
<thead>
<tr>
<th>Description</th>
<th>Year 0 2009/10</th>
<th>Year 1 2009/10</th>
<th>Year 2 2010/11</th>
<th>Year 3 2011/12</th>
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<tbody>
<tr>
<td>Program Director/Stipend</td>
<td>$8,700</td>
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<td>$8,700</td>
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<tr>
<td>1 course buy out for Program Director (Year 0, buy out of program development)</td>
<td>$10,000</td>
<td>$9,500</td>
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<tr>
<td>Office Manager (to begin Summer 09)</td>
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<tr>
<td>Tuition fee waiver/full price in-state</td>
<td>$13,074</td>
<td>$13,074</td>
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<tr>
<td>Student wages, 10 hrs/week, 39 weeks</td>
<td>$2,520</td>
<td>$2,520</td>
<td>$2,520</td>
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<tr>
<td>S&amp;S</td>
<td>$1,000</td>
<td>$5,900</td>
<td>$7,500</td>
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<tr>
<td><strong>Sub-Total Administrative Cost</strong></td>
<td>$37,603</td>
<td>$104,623</td>
<td>$107,023</td>
<td>$107,023</td>
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<tr>
<td>2 adjuncts for 2 screenwriting courses</td>
<td>$11,000</td>
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<tr>
<td>2 adjuncts/TBA or buy-outs (4 adjuncts in year 3)</td>
<td>$23,661</td>
<td>$23,661</td>
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<td>2 GTFs II at .49 salary</td>
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<td>Tuition fee waiver/full price in-state</td>
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<td>$5,000</td>
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<td>Speakers/seminars etc.</td>
<td>$64,805</td>
<td>$79,595</td>
<td>$85,605</td>
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<tr>
<td><strong>Sub-Total Instructional Cost</strong></td>
<td>$37,603</td>
<td>$104,628</td>
<td>$108,166</td>
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<tr>
<td><strong>Total Additional On-going Direct Program Cost</strong></td>
<td>$37,603</td>
<td>$109,628</td>
<td>$108,528</td>
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<td>With 16% Anticipated Tax</td>
<td>$37,603</td>
<td>$109,628</td>
<td>$108,166</td>
<td>$108,166</td>
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Start up Office Equipment
- Teaching Equipment: $155,593
- Renovations (office space): $2,000

**Sub-Total Start-up**: $2,000

**Total by Year**: $159,996, $171,628, $189,166, $218,862

**Total for 4 years**: $774,074

Library (Support for Instructional Technology): $25,000
CAS cost share from income based on majors (60% share attributed to CAS): $37,800

**Total for 4 years**: $401,408

% of cost: 38%, 51%, 55%
% of cost over 4 years: 52%

AAA and SOJC cost share from income based on majors (40% share attributed): $24,200
SCH income: $44,800

**Provost**: $47,996, $52,025, $1,266, $-

**Total Provost**: $111,287

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