



Diversity Advisory Committee (DAC)

To: Faculty Senate, Classified Senate, Associated Students, and President Advisory Committee
From: Diversity Advisory Committee (DAC)
Date: Spring 2025
Subject: Culturally Relevant Art Implementation Protocol

Introduction/Background

Creating cultural relevant art (CRA) in an educational setting including a college campus typically involves several protocols to ensure the project's success, safety, and adherence to institutional guidelines. This protocol is intended for commission and permanent/semi-permanent culturally relevant art. The Selection Committee outlined below can determine what falls within this purview on a case-to-case basis. Below are recommendations from the Diversity Advisory Committee (DAC) for culturally relevant art implementation at Fullerton College:

Recommendations

1. Formal Application Process with Fall and Spring Meeting Deadlines

- a. CRA Applications must be submitted by the 4th Wednesday of the fall and spring semester. Rationale: This is intended to receive agenda items prior to the 2nd official DAC meeting each semester.
 - i. This gives a deadline that does not align with the start of the semester, which is often a busy time for faculty/staff.
 - ii. This gives DAC an opportunity to review the applications to make note of what additional stakeholders need to be present at the following meeting, and how much time the CRA agenda item will need.
- b. CRA Applications will be reviewed with stakeholders present at the 3rd DAC meeting each semester.
 - i. If additional non-DAC stakeholders cannot make the meeting, they can be sent materials or asked for feedback ahead of the vote.
 - ii. If non-DAC stakeholders cannot make the meeting and/or do not provide feedback/review ahead of the meeting, then DAC can motion to move application review to a later meeting in the semester or postpone for the following semester cycle.

2. Application Form for DAC Review

- a. Sample [Fillable Form that lives on DAC website](#)
- b. DAC website should illustrate the application timeline each year, so folks are aware of the upcoming deadlines /application cycle
- c. Outlines clear parameters for project stakeholders and host directions for submission
 - i. Make clear that this is not an open application to the public or any artist looking to apply, it is a process for department/divisions/committees to oversee and submit to DAC once they have selected a project site, artist, and identified a budget.

3. [CRA Rubric available for applicants](#)

- Illustrate clear criteria of what DAC is looking for in a CRA application so applicants clearly understand how DAC will evaluate proposals
- Offer guidelines for how CRA projects must engage the student community
 - For Example:
 - Inspires critical thinking
 - Education opportunity – both in content and in artistic process
 - Visibility/Representation

DRAFT Public Art and Mural Proposal Application

Fullerton College

Diversity Advisory Committee

Purpose: This application is intended for Fullerton College Departments and/or Divisions who wish to propose a mural or public art installation on the Fullerton College campus. The goal is to encourage creativity, diversity, and engagement with the community, while maintaining the aesthetic and cultural integrity of the campus environment.

1. Project Lead Contact Information

- Contact Person:
- Department or Division:
- Office Phone Number:
- Email Address:

2. Mural/Public Art Proposal Overview

- Lead Artist(s)/Organization Name:
- Website/Social Media (if applicable):
- Title of Artwork:
- Type of Art (e.g., mural, sculpture, installation, etc.):
- Medium(s) to be Used:
- Location Identified on Campus (Building and Room, if applicable):
- Size/Dimensions of Artwork:
- Proposed Installation Dates:
 - Start Date:
 - Completion Date:
- **Anticipated Duration of Artwork Display (if applicable):**

- Permanent / Temporary (please specify duration, if temporary):

3. Artistic Concept & Vision

Please provide a detailed description of your artwork concept, including:

- **Description of the Artwork:** What is the piece? What does it represent?
- **Theme or Message:** What themes or messages do you wish to convey through this art?
- **Connection to Campus Community:** How does the artwork relate to the history, culture, or values of the college/university?
- **Target Audience:** Who do you hope to engage with the piece (e.g., students, faculty, visitors, etc.)?

4. Artistic & Technical Execution

Please describe the following:

- **Materials & Techniques:** What materials will be used? (e.g., spray paint, acrylics, mosaics, etc.)
- **Process & Timeline:** Provide a general timeline of your creative process, including key milestones (e.g., design, preparation, installation, etc.)
- **Technical Considerations:**
 - Will there be any structural considerations or needs (e.g., scaffolding, lighting)?
 - How will the artwork be maintained and protected?
 - Will the artwork require any future upkeep (e.g., cleaning, repairs, etc.)?

5. Artist Resume/Portfolio

Please attach the following:

- A current résumé or bio of the lead artist(s).

- A portfolio of previous work, including relevant murals or public art projects (provide links or physical examples).
- At least 3-5 images of prior projects or sketches relevant to the proposed work.

7. Community Engagement & Impact

- **Learning Outcome:** How are you enhancing the knowledge of our campus community? Will it be through content of the work or through active participation/workshops in creating the artwork?
- **Community Involvement:** How will the creation process involve students, faculty, or the broader community? (e.g., collaborative workshops, open forums for feedback)
- **Long-Term Impact:** What is the potential impact of the artwork on the campus culture, environment, and community?

8. Maintenance & Sustainability

- **Maintenance Plan:** Who will be responsible for maintaining the artwork once it is completed? Include a plan for regular upkeep, repairs, and cleaning.
- **Sustainability Considerations:** What materials or methods will be used to ensure the longevity and environmental sustainability of the artwork?

9. Approval & Permissions

By submitting this application, you acknowledge that:

- The Diversity and Advisory Committee is not a funding committee and the individual/department/division submitting this proposal is fully responsible for the funding of this project.
- The proposal is subject to review and approval by the Fullerton College Diversity Advisory Committee.
- The proposal must comply with all campus regulations, including but not limited to aesthetic standards, safety protocols, and environmental policies.
- All necessary permits and permissions will be obtained prior to installation.

- The artwork will adhere to non-discriminatory, inclusive, and respectful guidelines in its content and execution.
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Submission Instructions:

- Please submit your completed proposal by 4th Wednesday in September.
 - Proposals can be submitted via email to DAC Co-Chairs, Dr. Connie Moreno Yamashiro (cmorenoyamashiro@fullcoll.edu) and Evelyn Lindey (elindey@fullcoll.edu)
 - For questions or assistance, please contact DAC Co-Chairs, Dr. Connie Moreno Yamashiro (cmorenoyamashiro@fullcoll.edu) and Evelyn Lindey (elindey@fullcoll.edu)
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Terms & Conditions:

- **Selection Process:** All proposals will be reviewed by a selection committee, including non-DAC identified stakeholders (Art Department, Facilities/Maintenance, Possible Community Member.) The committee may request additional information or clarifications.
 - **Rights and Ownership:** Upon completion, the artwork will become the property of Fullerton College, unless otherwise agreed upon in writing.
 - **Publicity:** The college reserves the right to use images of the artwork for promotional or educational purposes.
 - **Liability:** The selected artist(s) will be required to sign a contract with the college, which will outline specific terms, including insurance, liability, and indemnification.
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To: Faculty Senate
From: Diversity Advisory Committee (DAC)
Date: April 2024
Subject: Recommendations for Culturally Relevant Art at Fullerton College

Creating cultural relevant art in an educational setting including a college campus typically involves several protocols to ensure the project's success, safety, and adherence to institutional guidelines. This protocol is intended for commission and permanent/semi-permanent culturally relevant art. The Selection Committee outlined below can determine what falls within this purview on a case-to-case basis. Below are recommendations from the Diversity Advisory Committee for culturally relevant art at Fullerton College:

1. **Approval Process:** Obtain approval from the appropriate constituents on campus. This may involve submitting a proposal outlining the culturally relevant art concept, location, dimensions, funding source, alignment with mission/values, and proposed timeline.
2. **Selection Committee:** Form a diverse selection committee comprised of students, faculty, staff, administrators, facilities, Art department, and possibly community members to implement the culturally relevant art proposals and provide input on the final outcome.
3. **Theme and Content:** Ensure that the culturally relevant art's theme and content are appropriate for the educational environment and align with the [college's values and mission](#).
4. **Artist Selection:** Select an artist or a group of artists who have a demonstrated ability to work collaboratively with diverse stakeholders including students to create culturally relevant art on campus. Preference should be given to artists who have a connection to Fullerton College that includes, but is not limited to, a current student or alumni.
5. **Budgeting and Funding:** Each respective department and/or program wanting the culturally relevant art would need to determine the budget and funding source including costs for materials, artist fees, equipment rental, and any necessary permits. It is recommended to explore funding options such as grants, donations, or fundraising initiatives.

6. **Site Assessment and Preparation:** Conduct a site assessment to evaluate the condition of the wall or surface where the culturally relevant art will be placed. Prepare the surface by cleaning, priming, and addressing any structural or safety concerns, as applicable, and in consultation with Facilities and/or Art Department.
7. **Safety Measures:** Implement safety measures with campus facilities and include appropriate safety equipment, securing ladders and scaffolding, and establishing designated work zones by facilities. The artist should have the option to, or not to, develop additional safety measures with campus safety in order to protect both the artist and campus community during the creation of culturally relevant art.
8. **Community Engagement:** We recommend the engagement of students, faculty, staff, and community members in the culturally relevant art project through a workshop, volunteer opportunity, and/or an event that promotes collaboration and inclusivity.
9. **Documentation and Evaluation:** Document the culturally relevant art creation process through photographs, videos, and written reflections in collaboration with Campus Communications. Evaluate the project's alignment with the [campus mission, values, goals and/or objectives](#).
10. **Maintenance Plan:** Develop a maintenance plan to preserve the culturally relevant art's integrity and appearance over time with guidance from the Art Department, Facilities, and/or Campus Safety. This may include periodic cleaning, touch-ups, and addressing any damage or vandalism.

Following these recommendations can help ensure that the process of creating culturally relevant art at Fullerton College is organized, inclusive, and successful.