



2018-19 ARTS CAP

Appointed by the Dean of Arts and Humanities, **ARTS CAP** is charged with advising the Dean on the creative activity and achievement of faculty artists (Ladder Rank and Teaching Professor series) under review in the Departments of Music, Theatre & Dance, Visual Arts, the Program in Creative Writing (Literature Department), and in any other area* where a file may have a specific creative component (for example, the Department of Communication).

ARTS CAP will assist the Division with the following kinds of files:

- 1) Reappointment with 4th year appraisals; Promotion to Associate and to Full; Advancement to Professor 6 and to Above Scale; CER files of faculty artists and hybrid scholar/artists.
- 2) Upon Dean's request and/or department recommendation, other selected files that present stated and specific challenges.

ARTS CAP will provide an explanatory and evaluative assessment of the art, creative writing, and performances and presentations submitted with the file. The assessment will aim at elucidating and appraising the artistic achievement (technical and form-specific aspects as well as the broader intellectual contributions) to non-practitioners.

The central issues addressed should be the artistic importance of the work and whether and how it justifies the department's recommendation for the file.

Should the departmental evaluation omit some important elements of the file, ARTS CAP will take special care to address those areas (for example, the prestige of a venue for an art show or production may be obvious to departmental members but not so clear to CAP members in other disciplines, and the ARTS CAP letter will play an important role in filling these gaps, thus contributing to a more granular and thorough assessment).

In cases where external referee letters are included with the file, ARTS CAP's evaluation will be independent from external assessments, even if informed by them.

ARTS CAP's evaluation will focus on the assessment of the research/scholarly contributions component of the file, though comments on teaching and service as welcome when further explanation is deemed necessary, with an eye to not duplicating the department's assessment.

ARTS CAP's letter will be included in the material forwarded to CAP by the Division and will be part of the candidate's file.

MEMBERSHIP COMPOSITION

As a non-Senate committee, ARTS CAP is appointed by the Dean of Arts & Humanities. It is composed of 4-5 Senate Members. 3 or 4 members will be from Music, Theatre & Dance, Visual Arts and Creative Writing, and at least one member from another Arts and Humanities Department or other Schools or Divisions. Members serve for 2-year periods, although some initial appointments to the newly-founded committee will be for one year to assure that there will be an orderly turnover of members in the future.

The ARTS CAP Chair will be appointed by the Dean and will preferably come from a humanities department. The ARTS CAP Chair usually will be drawn from members who have already served on the committee for one year, but may be drawn from former members of CAP. Service as committee Chair is for one-year.

The ARTS CAP Chair is responsible for submitting the reports within the time parameters specified by the Dean. All finalized reports should be available for review and comment by all committee members before it is submitted.

MEETING FREQUENCY

Because files should be reviewed in a timely fashion, meetings may be convened on an as needed basis. **Committee members are expected to attend all scheduled meetings.**

2018/19 membership

Donald Rutherford (PHIL), Chair
Robert Brill (THEA)
Lisa Cartwright (VIS)
Daisuke Miyao (LIT)
Shahrokh Yadegari (MUS)

***Files from outside the Division of Arts and Humanities**

If another Division would like one of their files to be evaluated by ARTS CAP, they must send an email to ah-ap@ucsd.edu by October 15th alerting A&H of the pending file. Please send name, department, potential action, and type of creative component. (film, music, etc.) When file is discussed by ARTS CAP, the Divisional AP contact for that Division must attend the meeting in lieu of the A&H Divisional staff member.