

View results

Respondent

12 Diana Argabrite

11:06

Time to complete

Program Information

1. Program or DASG Account Name: \*

Euphrat Museum of Art

2. Is this a new DASG account? \*

Yes

No

3. Please enter your DASG Account Number: \*

41-56365

Line Items (Object Codes)

DASG Accounts and Funding are divided into Line Items representing specific categories of usage (salary, supplies, food, services, etc.). Line Items are identified with Object Codes in the DASG Accounting System, which are the equivalent of Account Codes in Banner. The available Line Items and their Object Codes for this request are as follows:

- 2310 - Student Salary
- 3200 - Hourly Benefits (Required for Student Salary)
- 4010 - Supplies
- 4013 - Promotional Items
- 4015 - Food
- 4060 - Printing
- 5214 - Professional Services
- 5510 - Conference & Travel
- 5520 - Field Trips

4. What is the first Line Item you need to request funding for? \*

- 2310 Student Salary
- 4010 Supplies
- 4013 Promotional Items
- 4015 Food
- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips

### 2310 Student Salary

Must also request 3200 Hourly Benefits if requesting Student Salary. Ensure that the requested amount and description align with FHDA's Student Pay Levels and other applicable guidelines. Must adhere to FHDA Student Pay Levels as stated at <https://www.deanza.edu/financialaid/types/studentjobs.html>

5. 2310 Student Salary Amount \*

Please round up to the nearest whole number.

Please enter a whole number

6. 2310 Student Salary Description \*

General Assistant I - 2 students x \$18.20 per hour x 6 hrs/wk x 18 weeks = \$3,931

Students will work at the museum front desk greeting visitors, answering questions, and watching over the artworks on display.

### 3200 Hourly Benefits

Required if Student Salary has been requested. Ensure that the requested amount and description align with FHDA's Student Pay Levels and other applicable guidelines.

Use a rate of 1.52% of Student Salary for Student Employee Benefits.

7. 3200 Hourly Benefits Amount \*

Please round up to the nearest whole number.

Please enter a whole number

8. 3200 Hourly Benefits Description \*

Benefits at 1.52% = \$59.75

9. What is the next Line Item you need to request funding for? \*

- 4010 Supplies
- 4013 Promotional Items
- 4015 Food
- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

### 4010 Supplies

No General Office Supplies

10. 4010 Supplies Amount \*

Please round up to the nearest whole number.

350

Please enter a whole number

11. 4010 Supplies Description \*

For preparatory materials for the installation of exhibitions including the De Anza Student Art Show.

12. What is the next Line Item you need to request funding for? \*

- 4013 Promotional Items
- 4015 Food
- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

### 4015 Food

Not for Conference and Travel; for all Conference and Travel expenses, including meals, use Object Code 5510.  
(Must adhere to district Administrative Procedure 6331, <http://www.boarddocs.com/ca/fhda/Board.nsf/goto?open&id=AKVUKX7C7F98>)

13. 4015 Food Amount \*

Please round up to the nearest whole number.

Please enter a whole number

14. 4015 Food Description \*

15. What is the next Line Item you need to request funding for? \*

- 4060 Printing
- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

### 4060 Printing

(Flyers, posters, programs, etc.)

16. 4060 Printing Amount \*

Please round up to the nearest whole number.

300

Please enter a whole number

17. 4060 Printing Description \*

Postcard announcements and posters for the annual De Anza Student Art Show.

18. What is the next Line Item you need to request funding for? \*

- 5214 Professional Services
- 5510 Conference and Travel
- 5520 Field Trips
- None

5214 Professional Services

(Limited Engagement Agreements, Consultants/Guest Speakers/Entertainment (list programs). For contracted speakers or performers DASG Funding shall not exceed \$20,000 per speaker or performer/performing group per event or performance.)

19. 5214 Professional Services Amount \*

Please round up to the nearest whole number.

4500

Please enter a whole number

20. 5214 Professional Services Description \*

Monthly 1st Thursday open mic event with host McTate Stroman and special guests engagement fees, six events total.

21. What is the next Line Item you need to request funding for? \*

- 5510 Conference and Travel
- 5520 Field Trips
- None

Request For Information (RFI)

**Description:**

Please provide comprehensive details about your program.

**Public Disclosure:**

Be advised that all documents and information submitted will be accessible publicly online.

**Please redact any Personally Identifiable Information (PII).**

22. Please provide a thorough description of your program. \*

The Euphrat Museum of Art produces one-of-a-kind art exhibitions and events that cross borders of cultures and disciplines and address issues of the day. Major exhibitions include one or more projects by De Anza students displayed alongside works by renowned professional artists. Each Spring we present the De Anza Student Art Show.

The Euphrat is the only art museum space at De Anza, in the District, and in Cupertino. The mission is to provide a venue and resource for visual ideas and communication that stimulate creativity and an interest in art among audiences of all ages.

The museum's Arts & Schools Program reaches younger students on track to attend De Anza. At six of Sunnyvale's Title 1 low-income schools we offer free-of-charge after school art classes as well as field trips to De Anza when possible. The program also offers tuition-based arts classes, and camps plus grant-funded collaborative public art projects involving children and youth.

23. What new services or features have been added since your last DASG RFI submission? \*

Enter N/A if you have not submitted a DASG RFI before.

N/A

24. Enrollment Overview \*

- Provide the total number of active students and newly enrolled students for each of the past three years.
- Indicate how many of these students were retained for more than a quarter.
- Clarify whether your program is designed for a specific demographic or serves the entire De Anza population.
- If available, include a breakdown of racial demographics.

The museum serves the whole De Anza population with specific outreach and collaborations with the Office of Equity, Creative Arts, Multicultural Center, HEFAS, Language Arts, and across other divisions and subject areas.

For example, in the last couple weeks visiting classes with writing assignments based on the current exhibition, Invoke-History, included History of Art: Arts of Asia, English Writing, Composition and Reading, Critical Reading, Writing, and Thinking, English Literature, and Creative Minds. This Thursday students from 4 Elements Hip Hop club, the Introduction to Poetry class, and others will participate in the museum's November 1st Thursday open mic event.

In the winter show titled, A Sense of Belonging, there will be a special project by the museum's Mellon Scholar intern and belonging-themed prints and zines by artist Christine Wong Yap will be shared with De Anza College villages in alignment with the key student success factor of feeling connected and a sense of belonging to the college community.

We anticipate a total of 2,650 student visits this year, to increase as more classes are held in person.

25. Attach any relevant enrolment documents

**Attachment Guidelines:**

For accessibility, please ensure all attachments are submitted in their original filetype (Word, Excel, PowerPoint, etc.) or as PDFs with searchable text. Avoid submitting scanned documents, as signatures are not required for this digital submission.

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No answer provided.

## 26. Program Marketing and Promotion \*

- How does your program currently promote itself to the entire student body? What strategies and channels are used for outreach and advertising?
- Have you implemented specific efforts to engage and reach underserved student populations? If so, describe the methods and strategies used.
- If outreach to underserved students has been challenging, what obstacles does your program face in addressing this issue?
- Provide a detailed marketing plan for the current academic year, including any promotional materials you have used or plan to use.

We advertise our exhibitions and events to the general student population via postcard announcements, flyers, and posters as well as online and print calendar listings, articles in La Voz and more. Exhibitions and events are listed on the college and museum websites as well as in community publications like the Mercury News, the Metro, and the Cupertino Courier and Sunnyvale Sun.

We also get creative and work with students to spread the word. One collaborative student project involved making a couple hundred ceramic fortune cookies that we fill with a fortune that invites one to find the museum and collect a prize. We'll be placing these around campus again so students can discover De Anza's art museum in a fun way.

## 27. Reflection and Feedback \*

- How does your program collect and utilize student feedback for improvement (e.g., pre-/post-surveys, focus groups)?
- Can you provide examples of feedback received?
- What actions have you taken to address these areas?

We often receive feedback from students through faculty/class visits and related assignments.

A faculty member sent a student's response to participating in their first 1st Thursday open mic event, here is an excerpt:

"I got up and performed. It was the first time I had ever shared my work with people I didn't know. I know I share in class but this was a totally different ball game. I got to the mic and gave a small preface to myself. I spoke my opening line and began to cry. It was like being able to share those emotions just opened the flood gates. Everyone was so understanding and so supportive. It was one of the most incredible things I've ever done."

Students expressed a strong interest in in-person 1st Thursday open mic nights and exhibitions and we responded. The 2025 De Anza Student Art Show was held in the museum and featured work by over 80 students.

## 28. Attach any relevant student feedback forms, surveys, etc.

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No answer provided.

## 29. Does your program offer any online services? \*

Yes

No

## 30. Does your program have any plans to offer online services? \*

Yes

No

## 31. Sources of Funding \*

- What are the current funding sources for your program (e.g., college funds, external income, grants)?
- Provide details for each source, including account numbers, account names, balances, and any specific purposes or restrictions tied to the funds.

The museum receives no funding from the college so the one staff person raises the funds to cover that salary and benefits, student and casual staff, and all other museum and program expenses. This is in addition to curating and producing exhibitions, events, and special projects and directing the campus and community-based Arts & Schools Program.

A majority of the funding that supports the museum comes through a revenue stream from in-person after school art classes and summer camps for children and youth.

Funds currently in the foundation account must be used for the salary and benefits for the director. The Fund 15 account has to cover Arts & Schools program instructors, installation assistance and project expenses. The endowment cannot be used.

Fund 115286, General Euphrat Museum – \$2,309  
 Fund 844475, General Euphrat Museum – \$141,337  
 Fund 845401, Euphrat Museum Endowment – \$73,982

## Request For Information (RFI) - continued

**Description:**

This section ensures adherence to the DASG Budget Guiding Principles, which can be found at [www.deanza.edu/dasg/budget](http://www.deanza.edu/dasg/budget)

**Public Disclosure:**

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## 32. How does your program provide resources or support to help students achieve their academic and personal goals? (IMPACT) \*

Museum exhibitions and events promote equity and inclusion on campus and in the community. For example, a 2022 museum collaborative public art project, Picturing the World We Want to See, involved a team of Creative Arts students painting a mural next to the campus center to welcome students and the De Anza community back to campus after the pandemic and acknowledge the isolation we all experienced. A visit to any Euphrat exhibition is an opportunity to see and discuss artworks and ideas by diverse artists from a variety of underrepresented communities.

## 33. What opportunities does your program offer for students to develop leadership skills and engage in civic activities or advocacy? (IMPACT) \*

The annual De Anza Student Art Show is an opportunity for students to present their best work, experience the exhibition process, and view the selected artwork installed professionally in the museum (or virtually on our website). The students receive community recognition, feedback from peers, and insight into the profession. The exhibition reception allows the public to meet the artists and talk to them about their work. Students who view the exhibition also benefit through exposure to the creative talents of De Anza students.

## 34. How does your program support and promote student participation in co-curricular or extracurricular activities to enhance their overall college experience? (IMPACT) \*

A unique gathering for students are the museum's 1st Thursday open mic events. Faculty from Language Arts, Humanities, Intercultural Studies, and other divisions invite their students to attend and share. Students from the 4 Elements of Hip Hop campus club and the Pride Center often participate and attend. Having a platform for expression like this for De Anza students is so important for social and emotional health. This is the 17th year anniversary of offering 1st Thursday open mic events at the museum thanks to DASG funding!

## 35. How does your program contribute to improving student retention by enhancing the quality of education and student engagement at De Anza College? (IMPACT) \*

Exhibitions also serve as real life labs and De Anza students can learn about different aspects of art museum work from the curatorial process to installation, marketing, and community outreach. Student employees and volunteers also work as museum and Arts & Schools assistants and learn about contemporary art, multicultural art education, and art history. This experience gives students the opportunity to see if museum studies, community-based arts, or art education is a career path they might want to pursue. They learn how art and creativity relates to every subject area and can be used as a tool for communication, self-expression, and leadership development in any field.

36. How does your program promote and ensure accessibility, equity, and inclusion for students from diverse backgrounds? (DEI) \*

The museum's mission revolves around inclusion and equity and every exhibition includes diverse professional artists with special projects by De Anza students, faculty, and/or K-12 students on track to attend De Anza. The Euphrat invites participation across borders and disciplines and gives students opportunities to succeed and achieve academic and personal goals like exhibiting in a professional art show and gaining a deeper understanding of the art world and career paths.

The museum is a place where students can empower other students and share what they have learned. Events and exhibitions bring together groups and students whose paths might not otherwise cross, a key element to campus community development and civic engagement.

37. What steps does your program take to incorporate environmentally sustainable practices in its operations or events? (ES) \*

Exhibitions and programming address environmental sustainability and equity issues in unique and creative ways. For example, in an exhibition about environmental issues, Burning Ice, students enrolled in Internship in Art with the museum director created an installation featuring a 16' tall 'waterfall' of recycled plastic bottles and plastic wrap. The idea began when a student who worked at Home Depot told the class about the excessive amount of plastic wrap waste that came with every pallet of merchandise.

Another museum-initiated student project, Toxic Networks, won a Stanford Human Rights Educational Initiative Outstanding Project Award. Opportunities like this for students are unique and improve the quality of education at De Anza.

38. Attach any other relevant documents

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**Please redact any Personally Identifiable Information (PII).**

No answer provided.

### Requester, Budgeter and Administrator Information

The Requester is the person completing this request form. The Requester and Budgeter are usually the same person but may be different.

For DASG Accounts, the Budgeter is the person directly responsible for managing the account for the program and their Administrator is the person overseeing them in relation to the DASG Account.

**The Budgeter and Administrator cannot be the same person.**

**Signatures that are Required for Utilizing Funds**

All future financial documents, forms, requests, requisitions require the signature of the Budgeter(s) responsible for managing the account for the program and their Administrator in relation to the DASG Account. The Budgeter(s) responsible for managing the account for the program and their Administrator in relation to the DASG Account shall sign designating it as an appropriate expenditure of DASG funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations.

**The Budgeter and Administrator cannot be the same person.**

39. Are the Requester and Budgeter the same person? \*

- Yes
- No

40. Budgeter's Name \*

Diana Argabrite

41. Budgeter's Email Address \*

argabritediana@fhda.edu

42. Budgeter's Phone Number \*

x5464

43. Budgeter's Relationship to Project \*

Director of Euphrat Museum of Art

44. Budgeter's Position on Campus \*

Museums Program Coordinator

45. **Administrator's Name** \*

Michael Hegglund

46. Administrator's Email Address \*

hegglundmichael@fhda.edu

47. Administrator's Phone Number \*

x8275

48. Administrator's Relationship to Project \*

The museum is part of the Community Education division

49. Administrator's Position on Campus \*

Dean of Community Education division