# **Department Meeting**

**April 23, 2019**

**Noon – 1:20 Gould 440**

# **Agenda items**

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| 12:00- 12:05 | **March 12 minutes - VOTE** | Campbell |
| 12:05 - 12:20 | **Outside Work for Compensation discussion: Richard Cordova, UW auditor** | Campbell |
| 12:20 -12:40  | **College Council update** | Abramson |
| 12:40 -1:10  | **Curriculum Update – Capstone; HEFT; Syllabus Development** | Campbell; HEFT group |
| 1:10 – 1:20 | **FAR template (tentative)** | Campbell |
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Attendees: Himanshu Grover, Larissa Maziak, Wendy Freitag, Rachel Ward, Richard Cordova, David Blum, Christopher Campbell, Dan Abramson, Manish Chalana, Jan Abramson, Bob Mugerauer, Qing Shen, Rachel Berney, Mark Purcell, Branden Born, Christine Bae, Jan Whittington

Absent: Marina Alberti,

March 12 minutes vote:

Bob move, second

2 abstain

Outside Work for Compensation discussion: Richard Cordova, UW auditor:

In addition to auditing, he is the ethics advisor and provides training, and is here to answer any questions.

In regards to outside work, there have been complaints that faculty have not been reporting all outside work

EO 57: outside work needs to be PRE APPROVED via form 1461.

Federal grants also need to be PRE APPROVED to make sure there is no conflict of interest.

What is outside work?

Typically, means outside work for pay but it could also be voluntary

For example, there is a conflict if you are using University resources (computer etc) say to do outside work

13 days per quarter or 52 days a year is the amount allowed. You may exceed this amount in special circumstances. This has to be pre-approved.

Summer quarter: Most faculty are 9 months but during that 2 month period, you may be using that time for research. Richard will get back to us with a very clear answer.

What the vice provost asks? Can they meet their academic load if they are working a full time job outside of that.

The LAW says if you work for the state..you need to make sure your outside work doesn’t create a conflict of interest.

The UW FACULTY code, allows 13 days a quarter and 52 days a year

Outside work does NOT apply to non profit professional…This would be part of your work load.

**College Council Update:**

The CC is independent of the college.

CC is involved with curriculum change

CC has created a new website

CC would like to make the annual meeting, more useful, meaningful

**Questions:** How often do you meet?

Currently once a month.

In regard to TPMR for junior faculty. What does the term “more robust”? What do they do now? Currently, they review packages and put other eyeballs on.

For example, they reviewed a package and found a discrepancy.

The point of the CC in this process is to make sure all faculty are treated the same and that they are catching any inconsistencies. Another layer of oversight outside the departments

Is it possible for other CC members it be involved with TPMR in departments, earlier in the process??

 Or is that too much?

Or it could be seen that the current method is appropriate

What else would you want the CC to be involved with?

This is a great opportunity with the new Dean on board in that it’s a good time to get more clarity around the role of the CC

One issues…What about gender issues in the college?

That could be an ad hoc committee?

 Moving forward, either Dan or Sofia could report at each faculty meeting with any reports?

**Curriculum Update: Capstone, HEFT, Syllabus, Development**

**Professionals Project:**

1 FT Grad School Faculty

1 Professional Advisor

May involve a client

Can accommodate internship projects

Can incorporate LCY or other project

Language on roles & responsibilities to

be developed in support

PC was very positive. There would have to be clear expectations. Others may see that is has less of a standard. Biggest change would be allowing a professionals advisor

**Practicum Studio:**

1 FT Grad School Faculty Coordinator

w/reviewer support

Can incorporate LCY or other project

Autumn – Solicit/select projects (LCY,

CLC good sources)

Winter – Assign projects/start work

Spring – Complete work in studio

environment

**Academic Thesis**

2 FT Grad School Faculty

Chair from UDP

Can incorporate LCY or other project

**Some people want to continue their education with a PhD. If they miss out on this..could hamper them in their further efforts**

**Need to make sure students are held to a certain standard. But is there a danger of only having 1 full time faculty member providing oversight?**

**Combined Defense/Public Presentation event**

**Feedback on the presentation?**

Suggest we could add high pass

One complexity…logically, you don’t have the final project and how do you decide who has the best?

The Presentation would serve as a defense presentation? The final decision would be made by the committee.

Next Steps? At our last meeting can we get a stake in the ground on the first slides?

**HEFT Presentation**

Dan has been taking urban form and distributing content over all the quarters to make sure form is covered,

Starting with native cities and ending with climate change

We need to take these new courses and develop syllabi

We are looking to provide $1200 per syllabus which faculty would create over summer quarter.

One factory to make sure is incorporated is incorporating EDI in all syllabi.

There will be a template for the FAR