# **Department Faculty Meeting**

**October 20, 2020**

**Noon – 1:20 Remote:** [**https://washington.zoom.us/j/99037144551**](https://www.google.com/url?q=https://washington.zoom.us/j/99037144551&sa=D&source=calendar&ust=1603497297856000&usg=AOvVaw1Fi3oedf5svb3cL65Cytyp)

# Agenda items

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| --- | --- | --- |
| 12:00-12:10 | Check in | Campbell |
| 12:10-12:15 | Approve **10/6/20** meeting minutes | Campbell |
| 12:15-12:20 | MUP advisee updates | Siembor |
| 12:20-12:25 | Faculty Activity reports | Campbell |
| 12:25-12:35 | Thesis/Professional Project management document | Berney |
| 12:35-1:00 | Committee Assignments |  |
| 1:00 - 1:20 | New Grant Management Process/ CSDE process | CSDE |

Christopher Campbell, Larissa Maziak, Bob Mugerauer, David Blum, Sofia Dermisi, Diana Siembor, Megan Herzog Manish Chalana, Jess Zimbabwe, Branden Born, Christine Bae, Bob Freitag, Dan Abramson, Rachel Berney, Marina Alberti, Mark Purcell, Jan Whittington, Qing Shen, Keith Harris

**Check in:**

Some good, some issues

BE provided Zoom tech not that great for some…ok for others

Some issues with overseas students accessing files

\*REMINDER You are not supposed to suggest students in China use VPN

Dan had an impromptu field trip to Northgate and a student recorded a virtual tour for his course!

Student feedback meetings have been positive

Classrooms are bigger…zoom classes in general are more taxing

Student care report form as a professor you can fill out an online report

<https://dsl.uw.edu/staff-development/student-care-report-form/>

What about the option of an anonymous survey? Where would it live?

Sometimes if you have zoom on all day? It will mess with your audio…helps to turn on and off.

Are students requesting recordings of classes?

Yes. Students are requesting..Jan is recording but only pertinent information. Once this is live it’s accessible in Canvas ..students can access but not download

Sofia also recording and just uploading the clips but not the transcript and making them available for 7 days only

Bob records all of them

**Approve Oct. 6 Minutes**

Moved second

8 yes

0 no

0 abstain

**Updates:**

Regarding advising assignments. Each faculty member has about 7

First year students matched based on interests and current advising load.

Second and third years were included on the spreadsheet but aren’t really factored into the 7 student load

In autumn it’s required for 2nd years to meet with their faculty advisor

In winter it’s required for 1st years to meet with faculty advisors

Please provide feedback to Diana

The Deans office requested FARs …Send any updaters to your current FAR or CV to Larissa ( is there a deadline for this?)

Berney:

For Theses and professional projects the Urban Design faculty have been using a shared doc to divvy up thesis projects

The dept has been talking about spreading this out through the dept.

Idea would be when you are committed to a student…you can update as you go along.

Born is asking students in 512 to think about what their topic is, who their chair may be. Ideas should be a little more baked before they approach a particular faculty member

Students need to be have variety in their committee members

We acknowledge that some faculty are on committees that are not in the MUP program

If you’re doing committee work outside the department you should include..

We’ve had difficulty tracking who is on committee so the shared doc would be a great tool for everyone

Can students collaborate on theses or professional project? Yes! And it’s been a positive experience

**Committee Assignments**

Committee spreadsheet link

<https://drive.google.com/file/d/1JK2F2VX_9VVp8Hxz8PPOo4K2pIAZUNaJ/view?usp=sharing>

Some new additions and highlighting committees that have not been listed

\*Faculty Hiring Committee

\*Diversity committee now called EDI committee

\*Steering committee for UDP PhD

Welcome to Jennifer Davison( BE), Belinda Sachs & Scott Kelly ( CSDE)

CBE has created a partnership w CSDE to support grant funded research

Faculty introductions

CSDE Introductions

They will help with all new grants and contracts… currently not doing service contracts and are working to shift over all existing grants in the college

Belinda

Do we use the same form if you already have a contract and need to update? Yes contact CSDE

They are working on policies and procedures

<https://csde.washington.edu/notice-of-planning-proposal-submission/>

Amount? No minimum amount

Types? They are accepting all types.

Read more here!

<http://intranet.be.uw.edu/news/letter-re-cbe-csde-partnership-rollout/>

Which things are going to make more work? How can we navigate differently

If you are thinking about applying? Please get in touch asap

<https://csde.washington.edu/notice-of-planning-proposal-submission/>