

## SDC FACULTY-STAFF MEETING MINUTES

September 14, 2016 / 12:00pm-1:00pm / Carpenter 521

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### 12:00pm **Announcements**

- Kimberly Clanton
  - ❖ Kimberly is leaving SDC to relocate to Charlotte, North Carolina. Her last day is Friday, September 16. We all recognize that she has set a high standard for her replacement and she will be missed! Thank you, Kimberly!
- Transition
  - ❖ We are fortunate that we were able to retain a line for Kimberly's replacement in this current budget climate, which will allow us to maintain in-house reimbursements. Being fiscally responsible and in an attempt to maintain efficiencies and strengths of our existing staff, we are reclassifying the position in attempt to maximize the needs of our overall operations. The position is currently posted on wsujobs.com, and Carrie, Phil, and Jaime will be on the search committee.
  - ❖ In the meantime, Carrie J will be taking over all of Kimberly's duties. Both Kimberly and Phil stressed patience and respect for Carrie J during this transition. Phil emphasized respect for our student front desk staff during this transition as well. They too are in transition with new supervisors, processes and responsibilities.
- SDC welcome events recap
  - ❖ Thank you to everyone who attended the student BBQ. Thank you to Tony and Chris for the AV setup of the projector and screen. We know that the whole thing wasn't quite as successful as we would have liked, but Phil thanked all for their willingness to try something different, and we hope to adjust for next time.
- These docs are on SDC website (under About tab, click on "SDC Documents"):
  - SDC Committees and Service 2016-2017
  - SDC Tenure and Promotion Guidelines
  - Minutes from Faculty-Staff meetings and Leadership Team meetings
  - ❖ Phil showed the group where the documents are located on the website. As the faculty-staff minutes will now be online, they will no longer be emailed out.
  - ❖ David Gunderson thanked Jaime for keeping the website updated.

### 12:20pm **SDC Upcoming Events** (Carrie V)

- - ❖ "Shelter Solutions for the Unsheltered" exhibit will be coming down on 9/21/16. The exhibit has received regional attention. Today Carrie V received a call from a reporter from *Moscow-Pullman Daily News*. [Note: an article ran on the front page of the newspaper on 9-15-16]
- Sketch exhibit

- ❖ The installation of a hand sketching exhibit in the gallery will begin 9/22/16. This is collaborative exhibit with the University of Idaho and shows how we communicate through hand sketching. The opening reception will be held on Monday, September 26.
- Callison lecture: Timothy Davis, Wed. Sept. 28 (Cleveland 30E, 5pm)
  - ❖ Last Friday's lecture by Liu Yang, was a great success. Thank you to all who attended.
  - ❖ Next lecture will be by Timothy Davis on Wednesday, 9/28/16. Tim is a historian with the U.S. National Park Service. Please start promoting this lecture and making announcements in your classes. Posters will be hung and email blasts will start today. Phil shared that he previously worked with Tim and invited him here. Recently Timothy published a book titled *National Park Roads: An American Landscape Legacy*.

12:30pm **Spring course scheduling**

- ❖ Creating course schedules takes time and requires thought and consideration by the Academic Program Unit and the SDC Leadership Team. Much of our time in leadership team meetings is spent figuring out the increasingly complex matrix of teaching assignments. We must have flexibility now and in the future as these decisions are being made. We recognize that while we wish always to assign faculty to courses that maximize their strengths and that we all know how challenging it is to teach a new course, our school's collaborative approach, the existence of SDC courses, and resource scarcity occasionally may necessitate new assignments. We hope that this will ultimately be seen as a benefit to all; our heightened attention to course assignments is enabling us to post the instructors for the upcoming semesters by the deadline, which is of great assistance to our students.

12:35pm **Quick-bite**

- David Wang on recent work in China
  - ❖ *Thank you to David for this excellent presentation.*

12:50pm **Upcoming dates**

- September 15: **CAHNRS Fall Festival**, Spillman Plaza, 4:00-6:00pm
- September 28: **Timothy Davis**, Callison Distinguished Lecture, Cleveland 30E, 5:00-6:00pm
- Hostile Intruder/Active Shooter training
  - Wednesday, September 21 – 3:45pm-4:45pm
  - Wednesday, September 28 – 9:00am-10:30am
  - Sign up here: [http://ihr.hrs.wsu.edu/skillsoft/default.aspx?c=ilt\\_wsu\\_SFTY\\_637](http://ihr.hrs.wsu.edu/skillsoft/default.aspx?c=ilt_wsu_SFTY_637)
- **SDC Study Tour Week:** October 2-9, 2016
  - October 2-9: New York (SDC 444/Arch 309)
  - October 2-4: Seattle (Lnd\_Arch 222)
  - October 5-8: Seattle (I\_D 277)
- **DBIA Conference**, Las Vegas: November 2-4

12:55pm **Group photo for Kimberly**

1:00pm **Adjournment**

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Upcoming fall 2016 faculty-staff meetings

*Wednesday, October 12, noon*

*Wednesday, November 16, noon*

*Wednesday, December 14, noon*