

## SDC LEADERSHIP TEAM MEETING MINUTES

November 9, 2016 / Carpenter Hall 521 / 4:00pm-5:00pm

---

4:00pm

### Burning announcements

- Reminder: no meetings on Nov. 16 & 23
- Reminder: Nov. 30 meeting will be TA selection meeting
- Safety issue (first floor: studio, student lounge)
  - Recently doors have been propped open, creating a safety concern. We all recognized that the doors might be left open no matter what people say, but we thought it was a good idea to remind folks anyway. **Action item: It was decided Phil would send an email to all faculty and students asking this practice to end. Phil will send that email to the LT, first, as there was some disparity regarding whether this should be only after 5pm, etc.**
- Schulz updates (one compiled list—continue as before?)
  - It was decided to continue to send one compiled list. **Action item: Phil at Nov. 16 Faculty-Staff meeting will remind faculty to send updates to Jaime by the deadline each month (third Friday).**
- SDC 100 (update)
  - SDC 100 currently has three TA's for spring 2017, with a fourth TA possible if someone could be found for credit.
  - A meeting took place on Tuesday, November 8 and discussion ensued regarding the number of lectures, format, etc.
  - There will be another meeting on Thursday regarding activities and types of engagement that could be incorporated into the SDC 100 instruction.
  - Phil encouraged the group to continue to meet and communicate.
- Program newsletters (discussion)
  - CM and LA are currently sending electronic newsletters. Phil encouraged all disciplines to put together and send out an electronic newsletter if resources (time, money) will permit it. Doing so will give information to your constituents and may provide pathways for funding opportunities.
- International Living Future Institute (ILFI) update
  - While in Seattle last week Phil met with ILFI, and they are interested in partnering with our school to work on sustainability projects, possible co-ops, or community projects. They are currently looking to partner with universities on the Mt. Baker/North Rainier Living Community Challenge project,
  - Bob suggested the RCDI group could work together with ILFI on existing projects. **Action item: Phil will share additional information with Bob.**
- Mueller Memorial Service will be held on Sunday, Dec. 4<sup>th</sup>
  - This was a new item brought up by Jaime. It was suggested someone from the SDC attend to represent the school. Bob commented that he

and Carrie V. were already planning to attend. Phil offered to fund their trip from the SDC Excellence fund, including mileage, per diem, hotel.

Action item – Carrie – complete out a TA for Bob and Carrie’s trip.

#### 4:15pm SDC Central Board meeting wrap

- Enrollment data
  - How far back? (perhaps since beginning of 2012)
  - Enlist help from central admin (IR?)/colleges for data
  - Include other demographics (e.g. ethnicity/race)?
  - We all agreed that for the “Value Proposition,” we will go back to the beginning of the formation of the school—which really was 2012 (although MOA technically goes back to 2011). We would like to include ethnicity/race data if available.
  - A request has been made to Kasey at VCEA to gather the information for CM and ARCH based upon the CAHNRS sheet Kari Sampson compiled for the CAHNRS one-pager that the SDC must complete. Kasey has offered to put into spreadsheets. Follow up: Kari’s data did include Arch and CM (we did not look closely enough); Phil, Carrie, and Jaime will meet on Monday to complete the CAHNRS one-pager.
- Next big “ask” following virtual lab and solar?
  - Consider integrated initiatives?
  - Capstone, Stormwater, BIM, integrated symposium, gallery, marketing, study tours, smart cities, Ph.D. program, SDC Budget (SDC Excellence Fund), others?
    - Jason – the CM board has given at almost 100% besides one or two members over the last couple of years, while other disciplines have fallen behind in giving. Until we get to an equitable amount of giving per discipline, Jason is hesitant to encourage the CM board to continue to fund school-wide initiatives. Jason shared that he feels the focus should be to increase giving for all disciplines to a level amount.
    - Jolie – the LA board met and discussed giving at length. Since the meeting, one person has already given and other donations should be coming.
    - David commented that the \$500 per Advisory board member giving be designated only as SDC Excellence fund and that it doesn’t need to be designated for a certain project.
    - Jason agreed and added that if certain initiatives need to be funded, more funds could be requested.
    - Phil stressed the importance of
- Spring meeting agenda (see attachment)
  - David noted that he appreciated the time allotted to student activities, but the LT did not have time to discuss.

#### 4:30pm Interim director process portion of proposed email to deans

- Comments/discussion on process and dates
- Abstentions

4:45pm

**Valu-Prop portion of proposed email to deans**

- External visit:
  - March 19-21 (Sun-Tue)
  - March 26-28 (Sun-Tue)
  - April 2-4 (Sun-Tue)
  - April 9-11 (Sun-Tue)
  - April 16-18 (Sun-Tue)
- More thoughts on external reviewers
  - One from each discipline (per Jason's email from 11-5-16)?
    - David suggested we don't need four reviewers and that there are people out there who are savvy about multiple disciplines.
    - Jason suggested one person from each discipline review to ensure equal representation of all programs.
    - Jaime – not an accreditation visit. This is an external review. One strategy is to make a list of potential reviewers and let the deans decide who the reviewers are.
    - Jolie – can see both sides and is willing to go with the prevailing flow.
    - Action item – Phil send the first part of the email regarding the Interim Director search to the deans.
    - Action item – Phil will re-write the “value proposition” part of the email and send back out to LT for review.

5:00pm

**Adjournment**