

## SDC LEADERSHIP TEAM MEETING MINUTES

March 20, 2017 / Carpenter Hall 521 / 3:00pm-4:30pm

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3:00pm

### Burning announcements

- Next week's meeting (SURCA judging)
  - Jason and Steve will be SURCA judging and unable to attend during the regular time. It was decided that the meeting will be 3:30-5:00pm instead. **Action item: Carrie update calendar.**
- Deans meet with SDC faculty/staff on March 28
  - Phil reported that per a conversation with Don Bender, the SDC may be restructuring. Phil shared with the group the potential reconfiguration options, and asked the LT to communicate with faculty and staff prior to the deans' meeting on Mar. 28. Discussion ensued regarding potential options.
- Annual reviews update (timeline for PH reviews and meetings)
  - Phil has completed all annual review drafts. He is planning to send the drafts to program heads no later than Tuesday night. Program heads should look at each annual review and let Phil know if they have concerns, questions, or changes by Saturday at noon. Phil emphasized that the comments can come back via email, or phone call. **Action item: program heads schedule time to review the information.**
- SDC 444
  - No 444 in fall 2017
    - No proposals were submitted.
  - Oct. 9-13: proposed study tour week for Arch 309, ID 277, LA 222
    - The benefits of a common study tour week were discussed and it was decided this week would work.
- Solar Decathlon dates October 5-15 (overall winner announced on 10/14)
  - The group discussed student absence due to the dates of the competition in Denver.
- Bear Center
  - A group of students are advocating for a new Bear Center and would like to collaborate with SDC regarding planning and design for a new Bear Center. **Action item: Phil will invite the students to present at our faculty and staff meeting to generate and assess interest in the project.**
- INTO Update & "Familiarization" trip (Apr. 24-26)
  - We do not know the specifics of this visit, or what we will need to do to prepare. Phil will keep the group informed, but please be aware of these dates...
- SDC Experience (reminder—please put on calendars)
  - Saturday, March 25: Out-of-state Experience (Phil or Ayad)
    - Phil reported that Ayad might not be able to make this one, so he is happy to be there. Ayad later indicated he *will* be able to make it.

- Saturday, April 1: Experience WSU (David)
- Saturday, April 15: Experience WSU (Phil)
- Saturday, April 22: Preview for Juniors (Bob & Jason)
- **Action item:** Phil, David, Bob, Jason add these dates to your calendar.

**3:15pm Commencement (May 6)**

- Commencement will be at 8:00 am, Saturday, May 6. Phil would like program heads to attend and congratulate students if they can—they will need regalia, however. Reception will be in Carpenter Hall gallery following the ceremony, and may involve a small congratulatory speech, food, possible running slides. More detail as we get closer.

**3:30pm SDC Awards Process**

- We have proposed a new process for the future, which includes student votes but also a faculty committee. For this year, Phil proposed that the leadership team will become the selection committee. Jaime will send a survey to students asking for their vote for individual faculty members. Jason wished to report (for the record) that he doesn't agree with the overall process and feels it should be a student-only vote. Jaime shared the complications with a student-only vote, including not getting a representative sample. Discussion ensued regarding the process and it was decided that we will try this new proposal for this year and make adjustments next year as necessary.

**3:45pm SDCPPM**

- Jaime shared that the document is 99% completed. It was decided to wait to send this out as it is not yet complete.

**4:00pm TA Discussion I**

- TA discussion will be at the next meeting 3/27/17.

**4:30pm Adjournment**

**Upcoming reminders:**

- March 15-30: TA requests reviewed and approved by LT
- March 27: SURCA judging (let's discuss who is available for the LT meeting)
- March 31: SDC 555 proposals due for spring 2018 (decisions rendered by April 15)