

SDC LEADERSHIP TEAM MEETING MINUTES

March 27, 2017 / Carpenter Hall 521 / 3:30pm-5:00pm

3:30pm

Announcements

- Iannelli move
 - Joseph Iannelli has been recently promoted to an associate dean position in VCEA and needs an office in Pullman when he is here (he is currently based in the Tri-Cities). Discussion ensued regarding Dr. Iannelli using Daggy 301. The leadership team agreed this would be acceptable.
- Capstone/Seattle dates and times for all programs
 - Steve shared that on Thu., April 27, LA Capstone will be at WSU West. On Friday, LA will join ID for portfolio review at the Knoll Showroom.
 - Bob shared that ID Capstone will be in Seattle on Thursday, April 27 at the trade show, "Reveal", at the Convention Center. A reception will take place Thursday afternoon for alumni and faculty. Friday, April 28, ID will join LA for portfolio review at the Knoll Showroom.
 - Jason shared the CM/ARCH Capstone will be two-fold. The first will be Tuesday, April 25 in Pullman. The final two teams will travel to Seattle on Thursday, April 27. The event will be 5-8 pm at the Georgetown Ballroom.
- Annual reviews update
 - Carrie should be placing annual reviews in mailboxes tomorrow (Tuesday) morning. Please make time to meet with faculty members who wish to discuss their annual review in the next few days, if at all possible.

TA Discussion

- Jaime has recruited six students who will work for academic credit in TA positions.
- April 1-15 students can apply for TA positions.
- Between April 15-April 30 the LT will place TA applicants with faculty members who have requested a TA for fall.
- Discussion regarding pay rate for Preceptor 1 position. **Action item: Carrie and Jaime work together to determine if lowering the pay rate would allow for an additional TA.**
- Jaime shared that some of the courses that normally have TA's did not request a TA. Discussion ensued regarding each of these scenarios.
- Discussion will continue at future meetings. **Action item: Phil will reserve time in future meetings to finish this process.**

Open Discussion

5:00pm

Adjournment

Upcoming reminders:

- March 15-30: TA requests reviewed and approved by LT
- March 31: SDC 555 proposals due for spring 2018 (decisions rendered by April 15)