College of Design
Adjunct Faculty Consultative Committee
Thursday, January 14, 2010
8:00 – 9:00, room 145 Rapson Hall

I. Call to Order
   Pat Nunnally called the meeting to order at 8:04 AM.

II. Approval of December 4, 2009 minutes (2 minutes)
   Approved

III. Committee Reports (5 minutes)
   There was nothing to report from either the Curriculum Committee or the Faculty Consultative Committee

IV. Blue Ribbon Committee – purpose & implications for adjunct faculty (15 minutes)
   Pat explained this committee. The Provost wants CDes to do an in-depth self evaluation. The committee consists of ten members (3 faculty, one undergraduate student, one graduate student, a representative of the research centers, a member of the administrative staff, an alumnus/a, and two members of the CDes advisory council). The real implications of this study are unclear. Pat will prepare a note indicating the interest of the adjunct faculty committee in being involved/informed in this study.

V. Discussion: adjunct faculty web presence, mentoring, other? (15 minutes)
   Members of the committee hoped to assist new/future adjunct faculty be better prepared for their teaching. One way would be through informal mentoring. Another would be to have a list of useful resources, including the Center for Teaching and Learning; Pat will invite a member of the CTL to our next meeting. Adjuncts are not well represented on the various departmental web sites. Adjuncts should update their bios. Pat will contact IT about a template to make this easier.

VI. Finalize Survey – see below for draft questions from Nina (15 minutes)
   The committee thanked Nina for her work on this. There were several relatively minor changes suggested, and Nina will send a revised list to Kathy. One concern was that the list might be too long to result in a high degree of participation, so it may have some basic questions followed by a more extensive list.

   General Notes: Introduction should:
• Identify source, maybe purpose of survey (Adjunct Consultative Committee; to support adjunct teaching and research by providing relevant resources???)
• Suggest a range of minutes it would take to complete the survey (e.g. 5-10 minutes)

In addition, Adjunct Faculty Consultative Committee would like to review a draft survey prior to formally sending it out.

Survey Questions:

Name:

Department:

Number of years teaching and courses taught:

Outside affiliations: [better way to phrase this?]

a) Have you provided any non-teaching College service?
   • Mentorship [check box]
   • Student learning activities (e.g. thesis, advising, Capstone) [check box]
   • College and Departmental service committee work [check box]
   • Other [fill in the blank]

b) Are you willing to serve as a guest critic? [Y/N] If so, are you interested in guest critiquing across CDes Departmental boundaries? [Y/N]

c) Would you be interested in attending a session about teaching hosted by the Center for Teaching and Learning? [Y/N]

d) Are you interested in serving on any Department or College Committees? [Y/N] If so, please check the boxes next to any committees that might interest you. [Kathy, please provide list of Committee Options here, organized by College-wide or Department as applies.]
   • Adjunct Faculty Consultative Committee [check box]
   • Committee [check box]
   • Committee [check box]
   • Committee [check box]
   • Etc.

e) Would you be interested in the Adjunct Faculty Consultative Committee helping to identify "matching" skills or interests between adjunct faculty? [Y/N]

f) Briefly describe your interests / areas of research as they relate to your teaching. [Place to type]

g) What sort of research and teaching collaborations might you be interested in? [Place to type]

h) What sort of assistance or orientation do you need to support your teaching or career at the College that you are not currently receiving? [Place to type]

i) What are convenient Adjunct Faculty Committee meeting times for you? [Place to type]

j) [Whether this question is included in this survey or issued at a later time is contingent on what Pat learns about processes for adjunct faculty presence on the web.] Please list projects, publications, awards, recognitions, or other achievements that you'd like the University to be aware of.
The next meeting is proposed for mid-February, preferably the week of the 22nd.

Meeting adjourned at 9:10 AM

**Adjunct Faculty Consultative Committee:**
All the committee members were present
Pat Nunnally (Chair), Landscape Architecture
Loren Abraham, Architecture
Tom Westbrook, Architecture
Mark Tambornino, Architecture
Nina Ebbighausen, Architecture
Bob Mack, Architecture
Angela Tank, Design, Housing & Apparel – Rep to Curriculum Committee
Joe Favour, Landscape Architecture – Rep to Faculty Consultative Committee