Agenda
College of Design Faculty Assembly
Wednesday, December 3, 2014
8:30 – 10:00
274 McNeal Hall

I. Call to Order (8:30)

II. Approval of 9/24/14 Minutes (8:30 – 8:35)
   See URL:  http://www.cdes.umn.edu/about/intranet/governance/index.html

III. Report from the Deans (8:35 –9:00)
   • Strategic Planning/Compact Planning
   • Q&A

IV. Old Business (9:00 – 9:30)
   • Revisions to constitution & bylaws. Draft document distributed prior to the assembly for discussion. Discussion led by working group members John Comazzi and John Koepke. Document will be on spring assembly agenda for vote.

V. Brief Reports from Senators/Committees: (9:30 – 9:45)

   Senators:  Hye Young Kim, John Comazzi

   Adjunct Faculty Consultative Committee:  Adam Jarvi
   Curriculum Committee:  Joe Favour
   Diversity Committee:  Holley Locher (see page 3 of agenda)
   Faculty Leave:  has not met
   Promotion & Tenure:  has not met
   Academic Technology:  Eugene Parks (see page 2 of agenda)
   Honors & Awards:  Julia Robinson (see page 2 of agenda)
   Interdisciplinary:  Pat Hemmis (see page 2 of agenda)
   Graduate Working Group:  Gail Dubrow

VI. New Business/Announcements (9:45 – 10:00)

VII. Assembly Adjournment
Committee Reports:

Academic Technology: Report from Eugene Park
The Academic Technology Committee met on November 6th to identify several technology-related ideas that can enhance teaching, learning, and research across all programs. After reviewing preliminary proposals from the previous meeting in October, the committee has agreed to move forward with the following opportunities:

**Short-term (immediate) goals**
- Investing in video conferencing software to facilitate long distance meetings and critiques.
- Improving the mobility and usability of the large digital displays in McNeal and Rapson.

**Medium-term (1–2 years) goals**
- Implementation of classroom blogs based on pedagogical effectiveness.
- Investing in alternative scanning technology (3D, wide-format, etc.) for research and teaching.

**Long-term (+3 years) goals**
- Rethinking the studio classroom and computer laboratory layout, in terms of furniture/equipment arrangements, that will enhance student learning experience.
- Alternative software instruction and resources for students
- Hiring/training peer instructors who are accessible outside of class times.
- Restructuring software-focused courses into 2–6 week workshops.

Interdisciplinary Design: Report from Pat Hemmis
- The Interdisciplinary Design Committee met on 11-6-14.
- Design Minor students: 200
- The committee voted to change the name of the minor from the Design Minor, to the Interdisciplinary Design Minor. Although longer, this new name better reflects the content of the minor, and is consistent with the naming of other design-related minors. The cohorts of courses, identified by the Interdisciplinary Design Committee last semester, will fit well under this new name.
- Students from ECE will be able to complete the Design Minor, as one of their “Minor Options.”
- The Design Minor will count the ECE senior design project as a Design Minor Area C elective for these students.
- The Acara Program would like to work with the Design Minor. Pat will be meeting with them in the near future.
- Student work from DES 3160: Street Furnishings, taught this summer by Tom Oliphant as part of a CDES/DID collaboration, (DID is the Minneapolis Downtown Improvement District) is a finalist in the Great Places Design Awards competition. This award is part of the Sensible Land Use Coalition’s, Great Places Initiatives. Winners will be announced on 12-10-14.
- The Interdisciplinary Design Committee is in the process of developing the strategic plan for Interdisciplinary Design.
**Diversity: Report from Holley Locher**

This year the Diversity Committee was charged with engaging in a diversity self-evaluation process to examine Committee members' perspectives regarding how we are doing in the College of Design in relation to diversity. Dr. Doneka Scott, Assistant Vice Provost for Equity and Diversity, is helping to guide the Committee through this process. So far Committee members have completed a survey about College diversity climate and at our November meeting, Dr. Scott led us through a structured conversation regarding our perceptions of diversity strategies, structures, systems, staffing, skills, and values in the College. Drs Scott and Locher will meet to review and analyze the notes from that conversation and they will circle back with the Committee to discuss some themes and issues that emerged. Upon completing this work, the Committee will identify some next steps for the College based on the findings. Please be prepared to participate and/or provide input on these "next steps," wherever appropriate.

The College hosted two Diversity workshops in October as part of the Office for Equity and Diversity's Greater Than 7 week. A total of 42 diversity related events were held across campus during that week. We had great attendance at both CDES events and we began an important dialogue about challenging cultural intolerance and supporting international students in the College.

The College now has a Diversity webpage, which publicizes our recently passed diversity statement: [http://design.umn.edu/about/diversity.html](http://design.umn.edu/about/diversity.html). The Committee will work to add content to the page over the coming months. We are hoping to highlight some of the terrific diversity work going on in the College via this page, so please send us suggestions and ideas.

Finally, the Committee is looking to host a Diversity book club and film showing in the spring semester, so watch for that announcement. Faculty, staff, and grad students will be encouraged to participate.

Diversity Committee members: Holley Locher (chair), Hye-Young Kim, Marilyn Bruin, Renee Cheng, Nicole Kennedy, Angelita Scott, Daniel Handeen, and Anthony Rodriguez

**Honors and Awards: Report from Julia Robinson**

Committee Chair: Julia Robinson
Committee Members: Brad Agee, James Boyd Brent, Richelle Huff, Kate Maple, Lin Nelson Mayson, Katherine Samuel, Fresa Sanchez, Christine Stark, Shannon Sawyer

The Committee has met twice this fall to discuss how to improve the process of giving awards and to consider any changes that we might want to introduce for 2015. The narrative below summarizes the discussions at the two meetings.

New Chair- Julia Robinson was elected to chair the committee.

The following issues were addressed:

**Administration of the Award**

Discussion addressed concerns that the CS/BU award was not given last year. The single nominee brought forward last year was ineligible due to having received the award within the previous five years. This reinforced the importance of increasing the number of nominees, which has been an ongoing problem (see discussion on nominations below). It was suggested that if there are no nominees in this, or any other
permanent award category, after the first call for names, the members of the committee should make an additional effort to obtain nominations within their work areas.

In addition to ineligibility due to receipt of previous awards, another problem faced by last year’s committee was the nomination of people who were not eligible for the award because of their position. Nominators and the committee administrator need to check for eligibility before the nominees are presented to the committee. The committee is trying to clarify the criteria (see discussion on eligibility below), and is considering including the nominees for the last 5 years in the call.

The administration would like the committee to consider eligibility of faculty for national and international awards. Committee members are asked to locate awards that are available within their disciplines and fields, and to report their findings to the Dean by the end of spring semesters 2015, along with the names of any eligible candidates.

Given a fixed budget for the awards, and since the awards are given at the discretion of the committee, members discussed whether it should be able to redistribute funds. For example if there are two equally strong candidates for a single award, would we consider it appropriate to redistribute the award funds to allow for an additional award. Although this has not happened yet, the committee agreed that this could be done. Additional budget discussions will take place at the third meeting when the college is expected to inform the committee of the Honors and Awards budget for 2015.

**Increasing the number of nominations**
The Committee is concerned that not enough nominations are being made for the awards and discussed ways to increase the numbers. As a result, we are asking each committee member to take responsibility for their area to make sure that nominations are forthcoming. This will be put into the committee charge. The committee also discussed ways to use the College website to increase visibility for the awards. Additionally, Shannon is creating a nag-activity calendar for messages to be sent to programs and individuals, and for items to be put on meeting agendas.

**Addressing eligibility for the awards**
The Committee also discussed eligibility for awards since the numbers vary greatly from 27 to 1500, questioning if this should affect the frequency or number and type of awards given.

Even though some awards (Outstanding CS/BU and Outstanding P & A) have relatively few people eligible (37 and 27 respectively), people in these categories are making important contributions to the College, and they are typically only eligible for one or two of the awards in comparison to those in other, larger categories who may be eligible for three or four awards. These awards will continue as presently described. However, the committee will work with the administration to clarify the eligibility criteria for some of the teaching awards to better reflect the distinction between faculty whose primary commitment is outside the university and those whose primary commitment is to teaching and curriculum. This may result in a change of description for the faculty and adjunct teaching awards.

In examining the awards as a group, the committee is proposing that we have two categories of awards, regular awards that are given every year, and special awards that focus on particular issues and that may or may not be given every year (e.g. Outstanding Team Service, Outstanding Contribution to Diversity and Equity).
Adding New Awards
After discussing several possible new awards, one was formally proposed: the Educational Technology Award. This award is intended to recognize “individuals who have made contributions in the use of educational technology for undergraduate, graduate, extension, or continuing education programs.” The Committee members present at the most recent meeting were strongly in favor of approving the award. A final vote is pending.

Additional Meeting
The committee will hold one additional meeting before the semester ends to develop the revised Call for Nominations.

Graduate Education Workgroup: Report from Gail Dubrow
Fall Semester 2014
Members: Gail Dubrow, Charleen Klarquist, Amanda Smoot, Joseph Favour, Laurie Gardner, Marc Swackhamer, Nicole Kennedy, Terence Rafferty, Kate Maple, Marilyn Bruin, Mary Vincent, Blaine Brownell, Missy Bye, Holley Locher, Kristine Miller, Trevor Miller

The Graduate Education Working Group has met three times this semester. The focus of our discussion has been to develop strategies for college-wide recruiting of students to our graduate programs, particularly students-of-color. Two major projects currently are underway: (1) the development of a comprehensive guide to College of Design Graduate Programs, which will be available shortly; and (2) a coordinated plan to undertake recruitment visits to schools in Illinois, particularly in the Chicago area, with a focus on schools with the most diverse undergraduate student body and programs likely to feed into our graduate programs.

Additionally, a subcommittee of the Graduate Education Working Group has reviewed proposals for changes to graduate courses and programs, in coordination with the chair of the College’s existing curriculum committee. The final committee structure for reviewing graduate curriculum issues awaits ratification of revisions to the Constitution and Bylaws.