Minutes  
College of Design Faculty Assembly  
Friday, February 24, 2012  

Present:  
**Architecture:**  Lee Anderson, John Comazzi, Tom Fisher, Cynthia Jara, Jim Lutz, Julia Robinson, Ozayr Saloojee, Marc Swackhamer  
**Apparel Design:** Missy Bye, Anna Carlson, Marilyn DeLong, Lucy Dunne, Karen LaBat  
**Graphic Design:** James Boyd Brent, Brad Hokanson, Daniel Jasper, Barbara Martinson, Carol Waldron  
**Housing:** Marilyn Bruin, Ann Ziebarth  
**Interior Design:** Abimbola Asojo, Caren Martin  
**Landscape Architecture** John Koepke, Lance Neckar  
**Product Design:** Barry Kudrowitz  
**Retail Merchandising:** Kim Johnson, Juanjuan Wu, Hye Young Kim  
**Research & Outreach, Interdisciplinary:** Pat Hemmis, Virajita Singh,  
**Deans Group:** Kate Maple, Trevor Miller, Kathy Witherow  
**On Leave:** Steven McCarthy, Becky Yust, Bill Angell  
**Regrets:** Renee Cheng, Kate Solomonson, David Pitt, Stephanie Zollinger, Tasoulla Hadjiyanni, Billy Weber, Lin Nelson-Mayson, Jeff Crump  

I. **Call to Order:** Barbara Martinson called the meeting to order at 9:05  

II. **Approval of 10/7/2011 Minutes.** Motion by Marilyn DeLong, second by Caren Martin. Minutes approved  

III. **Brief Report from Senators/Standing Committees:** The most recent senate meeting was cancelled. Issue of changes to tenure code will be coming up at the next meeting. Faculty should email concerns to Daniel Jasper, Cynthia Jara or Julia Robinson  

**Adjunct Committee:** Aaron Westre provided the following written report: In the past few months, the Adjunct Faculty Consultative Committee has been developing a new survey to be used in evaluating Adjunct Faculty performance. The current draft was written by Phillip Koski and approved by the committee. We met with CDes Communications Director Trevor Miller to discuss web and social media strategies. Consultant Jeanne Schulte led us through an exercise to distill how adjuncts view college information technology procedures. Any inquiries or requests for the Adjunct Faculty Consultative Committee can be sent to the current president Aaron Westre ([westr015@umn.edu](mailto:westr015@umn.edu)).  

**Centers Policy & Advisory:** Lin Nelson Mayson provided the following written report: The Committee reviewed a proposal for LandWorkPlace, a new center in Landscape Architecture department. After discussion about the nature of the center proposed, the committee
recommended to the Dean's group that the structure described was of a departmental center, a new form of center, and it seemed to be an appropriate umbrella structure for a variety of faculty research and outreach within the department/school. The Committee also sent out a call to the centers for FY12 annual reports, due to Thomas Schenk March 2nd.

**Faculty Consultative:** John Comazzi was named chair of the committee. Agenda items the committee will work on:

- Civility and citizenship – response to pulse survey; ways to expand dialogue
- Space assessment & accommodation – now that we know the college will not be physically combined for many years. Need to explore creative curriculum and technology in innovative ways
- Explore processes for engaging program heads and directors – involving them in co-creation of decisions, specifically the Compact requests. Creating processes that could be applicable to other areas of the college.
- FCC is paperless. Website will be set up for minutes & agendas. [https://sites.google.com/a/umn.edu/fcc-cdes/?pli=1](https://sites.google.com/a/umn.edu/fcc-cdes/?pli=1)

**Faculty Leave:** John Koepke reported that the committee met and reviewed applications; made a list of strengths and weaknesses. The committee work is done.

**Curriculum Committee:** John Koepke reported that the committee concurred with all recommendations from departments, which were mainly housekeeping issues. Committee meets again in early March.

**Promotion & Tenure:** Committee met and forwarded recommendations to the Deans

**Diversity:** Committee has not met yet. Scheduled to meet next week; will need to elect a committee chair.

**Interdisciplinary Design:** Pat Hemmis reported that the committee met and approved a series of courses and made some minor adjustments/cleanup. They approved categories of topics courses and are not set up to manage registration if programs want students to take design minor courses.

**Exhibitions:** Lin Nelson Mayson provided the following written report: The Committee reviewed the upcoming exhibition schedule for the McNeal and HGA Galleries. They also reviewed four proposals for exhibitions in the HGA Gallery. All were from faculty who had significant expertise in the area of the exhibition topic and were accepted with some recommendations by the committee.
Honors & Awards: Committee will meet in March. Call for nominations has been announced. Please see website and email for information on how to nominate. All are encourage to submit nominations.

IV. Report from the Deans:

- Tom Fisher shared a PP (posted on the governance site) with information on the following:
  - Compact meeting with Provost Hanson. CDes requested $2.1M in investment funding
  - The University is researching “Cost of Mission.” PP shows where CDes compares to the University average in selected categories
  - The University has $10M in unallocated scholarship funds. CDes has (to date) $681,000 in unspent scholarship funds. Departments are encouraged to review scholarships and allocate more to students.
  - CDes Investment funds available. Over $150,000 was allocated from the Deans’ Investment Fund. An additional $150,000 is set aside for the R&O Investments. R&O proposals are due March 1.

- Brad Hokanson, Kate Maple, Karen LaBat, Anna Carlson and John Koepke shared ways they have used the techniques learned in the Art of Participatory Leadership workshop. Faculty will have a hands-on opportunity to use these techniques at the next Assembly.

V. New Business

Spring Elections will take place for 2012-2013 committees. Watch for an email soliciting nominations. Barbara Martinson encouraged self-nominations.


Meeting reminder: there are now standardized meeting times for the Faculty Assembly. Spring and fall 2012 dates are listed below. All meetings will be 9:00 – 10:30.

Spring 2012: Monday following commencement: May 14 – room 100 Rapson

Fall 2012:
First Friday in October: October 5 – room 274 McNeal
First Friday in December: December 7 – room 225 Rapson

Meeting adjourned at 10:10.
Minutes submitted February 28, 2012
Kathy Witherow