Minutes  
College of Design Faculty Assembly  
Monday, May 20, 2013

Present:  
Apparel Design:  Missy Bye, Marilyn DeLong, Lucy Dunne  
Graphic Design:  James Boyd Brent, Sue Chu, Daniel Jasper, Steven McCarthy, Barbara Martinson, Carol Waldron  
Housing:  Marilyn Bruin  
Interior Design:  Abimbola Asojo, Tasoulla Hadjiyanni, Caren Martin, Stephanie Zollinger  
Landscape Architecture:  Brad Agee, Vince DeBritto, Kristine Miller, David Pitt  
Product Design:  Barry Kudrowitz  
Retail Merchandising:  Hyumjoo Im, Hye-Young Kim  
Research & Outreach, Interdisciplinary:  Pat Hemmis, Richard Strong  
Regrets:  Bill Angell, Blaine Brownell, Marc Swackhamer, Becky Yust, John Comazzi, Lin Nelson Mayson  
On Leave:  Denise Guerin, Kim Johnson, A. Piotrowski, Juanjuan Wu  
Staff:  Kathy Witherow

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

II. Approval of 2/22/13 Minutes. Minutes approved

III. Brief Report from Senators/Standing Committees:

Senate:  Highlights from 2 meetings include:  
- Grade inflation issue and change of procedures  
- Post tenure review of 4th year associate professors  
- Revision of college constitutions to ensure uniformity and consistency

AFCC:  Written report from Aaron Westre was attached to the agenda

FCC:  Written report from Joe Favour posted on website. One issue that was highlighted for discussion was the ownership of written comments on teaching evaluations. Motion by FCC passed: 27 yes 10 no 2 abstain  

The comments belong to the instructor. It is a tool to be used in improving their teaching performance. They should stay with the instructor and can be shared during an annual review, but should not be transcribed, nor sent directly to the Department head (or other supervisor).

Diversity:  Written report from Abi Asojo was attached to the agenda.

Exhibitions & Collections:  Written report from Lin Nelson Mayson was attached to the agenda

Honors & Awards:  The H&A event was held May 3rd. Julia Robinson reported that the committee will meet fall 2013 to discuss lack of nominations, the number of awards vs. the available nominees, and possible changes to the team award.

Interdisciplinary:  Pat Hemmis reported that there are currently 227 in the Design Minor. Summer work will include clarifying the DES designator, collaboration between the design minor and the product design minor, and conducting performance reviews for adjunct faculty.
Curriculum: Lee Anderson presented, led discussion on motions brought forward by the Curriculum Committee. Materials, including executive summary are posted on the website.

1. The College of Design Curriculum Committee recommends that the Faculty of the College adopt the following policies, programs, and courses as proposed.

   Policy on Approval of Course and Curriculum Proposals revision: Revises the existing policy to allow for program proposals and revisions to be submitted for e-voting, including the e-vote option to table to the next Assembly meeting.

   Full supporting materials available on the Curriculum Committee section of the governance site in Attachment 14.

   Friendly amendment was approved: Individuals who vote to table an issue to the next assembly meeting are required to explain concerns in a text box.

   A number of procedural issues were raised (e.g., limiting the number of times an issue can be tabled, requirement that if an issue is tabled, there would be a required vote at the next faculty assembly regardless of quorum) that will be addressed by the 2013-2014 Curriculum Committee.

   The motion to revise the policy was approved.

2. The remaining Curriculum Committee motions had unanimous support at the college Curriculum Committee and were presented as a block for vote. Lee Anderson read brief descriptions of each section of the proposed changes. It was noted that part of the March 8 Curriculum Committee discussions was not included in the executive summary. Specifically, an Architecture program (MArch) change passed at Curriculum Committee and was not on the summary. Motion by Pitt, second by Zollinger to amend executive summary to include approved Architecture issue for broad vote. Motion to amend passed. The motions presented by the Curriculum Committee were voted on as a block and approved. Please refer to executive summary.

IV. Old Business:
   a. Academic Structure. Barbara Martinson presented highlights of the written report posted on the website. Recommendations are grounded in themes heard repeatedly, but bullets do not capture the entire report. Motion was made by Steven McCarthy to identify an action item to ensure the work of the committee continues. Motion was not voted on as the committee members view their work as completed. Issues and recommendations from the report may be raised and discussed at program meetings in the fall.

VI. Dean’s update
   • PowerPoint of Tom Fisher’s presentation is posted on the governance site.

Meeting adjourned at 10:38

Minutes submitted July 1, 2013