

**Present:** Mary Anne Beecher (presiding), Peter Chan, Scott Denison, Chris Edbrooke, Carol Gill, Polly Graham, Jeff Haase, Noel Mayo, Susan Melsop, Paul Nini, Maria Palazzi, Liz Sanders, Scott Shim, Brian Stone, Gabe Tippery, Roozbeh Valamanesh

**Absent:** Alan Price

### 1. Achievements/Announcements

- a. Liz Sanders will be speaking at Design Fusion 2013, an afternoon of lectures organized by Design Platform Flanders. The event will be held in December in Belgium.
- b. Mary Anne Beecher was recently appointed to the IDEC Academy of Reviewers. As part of this service, she served as an abstract review for the 2014 IDEC (Interior Design Educators Council) conference.
- c. Mary Anne Beecher was recently appointed to the Interior Design Program Advisory Committee for Humber College in Toronto, Ontario.
- d. Mary Anne Beecher published an exhibition review in the latest edition (4:3) of *Interiors: Design, Architecture & Culture*.
- e. Susan Melsop recently served as a reviewer for final studio reviews in the Architecture program at Mississippi State University.
- f. Brian Stone co-facilitated a 1-day workshop on innovation to Fujitsu ([FNC](#)) in Dallas, TX, 21 November.
- g. Several corporate identities and branding strategies developed in Brian Stone's special topics studio were unveiled at this year's 10X Demo Day. 10X is a mentor-driven investment program designed for area entrepreneurs. The event was held at the Ohio Union's U.S. Bank Conference Theatre, 15 November. <http://10xelerator.com/>
- h. Brian Stone is currently serving on the AIGA Education Conference planning committee. <http://educators.aiga.org/connecting-dots-call-for-proposals/>. The conference will be held 14-15 March, 2014 at the University of Cincinnati
- i. Alan Price will be in Montpellier France in early December, where he will be at the La Panacee Center for Contemporary Culture, working in the third phase of a residency and commissioned project that began last October. He will be meeting with representatives of the city of Avignon and the committee for the European Cultural Capital for 2015, to discuss potential future installations related to his work "Grimpant", a collaboration with Teri Rueb from the University of Buffalo, New York. Grimpant is a public installation that represents extensive research of city archives, live data, academic historians and government officials of the area, incorporating the trade, botanical science, and mobility of the city, overlapped with the daily contemporary activity of over one hundred participating residents using a mobile device application and large scale interactive installation developed for the project.
- j. Two students received Awards of Merit at this year's [CSCA Creative Best](#) competition (21 November). Matthias Karg was recognized for his information design work on

Fukushima (Design 4153) and Sara Olson for her senior thesis, Medium, an iPad game that teaches secondary kids about lighting (co-advised with Paul Nini and Peter Chan).

- k. A lecture by Rene Hytry Derrington , VP Design, Formica, is planned for January 10 at noon. Please plan to attend with your students. Location to be determined. Mary Anne asked faculty to make sure their students attend this lecture.

## **2. Approval of minutes (November 4, 2013 meeting)**

N. Mayo motioned to approve; P. Nini seconded

## **3. Committee Reports (updates since last meeting)**

- a. Design Circle report of activities and plans (delivered at meeting)
  - i. Allie, Julie & Michael from Design Circle noted activities that have been held throughout the Fall Semester. The programming has been more focused on professional development, including Coffee Talks, an office visit, and a portfolio development session with professional designers that was held in December at TCO.
  - ii. B. Stone expressed concern about student involvement in extra-curricular activities as well as in sustaining a “studio culture” within the department. It was noted that students usually work off-campus and have very limited hours available for meetings and events. It is less common for our students to work on campus in the evenings and on week-ends.

## **4. Chair’s Report**

- a. Summary of recent activities
  - i. Meeting with Executive Dean/Vice Provost David Manderscheid
    - The focus of the meeting was on facilities and included tour of the building. Will follow up with Dean Shanda regarding the list of uncompleted renovated features in early January.
  - ii. Meeting with Assistant Dean Garrett Heysel
    - Discussion with G. Heysel focused on admissions. A new model for admitting students will be discussed with area coordinators soon for possible incorporation this coming year. G. Heysel has also offered to provide extra support if we decide to move forward with the Design Camp. M.A. Beecher is having lunch with someone who has established a camp for Linguistics next week and will have a clearer picture of what we need to do after that.
  - iii. Next term’s meeting schedule (handout)
    - Department meeting times will stay the same
    - Let M.A. Beecher know the schedule of planned area meeting times. Each area is expected to meet once a month to focus on curriculum assessment and any adjustments that need to be proposed.
  - iv. Review of required syllabus components: There is a lot of inconsistency in our departmental documents. Area coordinators should oversee review of syllabi to ensure that they are complete and consistent with university policies.
    - Learning objectives have to be included. These must articulate the knowledge and skills you want the students to acquire prior to the

completion of the course. For a semester-long course, I would expect a minimum of five objectives, perhaps a maximum of ten.

- You have to articulate a clear and specific policy for evaluation, including specific policies for how you will deal with attendance, late submissions, and participation. Identify the expectation and the penalty that will be applied if the expectation is not met.
- Be sure that university policies on plagiarism and how disabilities will be accommodated are also included.

v. Material library initiative

- We have started a library of materials/samples with a subscription to Materials Connexion's "Active Matters" program. We will be expanding this initiative more rigorously in spring term. If you have requests for particular materials or company lines you'd like to have represented, please let M.A. Beecher know. Right now, the focus of our collection is on emerging and green materials. Please remind students that they have access to the electronic sample collection "Material Connexion" through the library's web site.

vi. Computer standards for department

- A committee to produce a list of desired computer attributes and a list of expected software for each major will be formed in early spring.

## 5. Old Business

a. Course fees proposal (handout)

i. Garrett Heysel indicated that he will support course fees to the upper administration.

- Tech fees are already collected but course fees would serve a different purpose.
- Course fee money would support cost of printing and costs for guest experts/reviewers, field trips and other a departmental lecture series.

b. Department Teaching Evaluation questions (handout)

i. P & T committee issue

- Information about the planned change will be posted in our Buckeye Box. Please provide suggestions and comments back to the P & T committee by January 15<sup>th</sup>, 2014.
- C. Gill recommended that we have all planned additions to evaluation reviewed by the Office of Legal Affairs prior to enacting them.

## 6. New Business

a. Graduate Program Committee proposal for revising advisor assignment process (handout)

- Propose to discontinue system of first year mentors
- Application revision: Committee proposes that potential advisors identify themselves at time of admission and also that an interview be added to the admissions process to ensure a good student-advisor match.
- Faculty agreed with this modification

- b. Report on Thesis Committee/Advising survey by Liz Sanders (handout)
    - Nine people responded to the survey on how to advise a thesis.
    - About one half of the students have fundamental problems with thesis writing. The organization & structure of a thesis are the areas where students struggle the most.
    - Appreciating the amount of time a thesis will take is another.
    - Specific findings are summarized on the hand-out.
  - c. Foundations Review strategy
    - Next mtg. with area coordinators will be December 18<sup>th</sup>
7. **Adjournment:** Gabe motioned to adjourn at 12:10 pm
8. **Next meeting:** January 13, 2014; 10:30-12:00, 122 Hayes