

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

ABSENT: Susan Melsop, Noel Mayo

1. Achievements/Announcements

- a. A lecture by alumna Rene Hytry Derrington , VP Design, Formica, was held on January 10 at 11:30 in the Sullivant Hall "Collaboratory."
- b. Megan Chamberlain and Arin "Sky" Carver, both of whom are now First Year VC students, will have pieces in the Arts Scholars Exhibition installing at the OSU Urban Arts Space in January. Save the date – Saturday, January 25 from 5-7pm – for the opening reception if you can make it down!
- c. An Open House to celebrate the updates made to the Graduate Studio Space will be held on Wednesday, January 15th from 11:30-1:00 on the second floor of Hayes Hall. Please encourage your students to check out the new arrangement and features. Cookies and coffee will be provided. Bring lunch and check out their new lounge area!
- d. Susan Melsop presented a research paper entitled "Emerging Landscapes of Social Design Activitism: Educating the Next Generation of Social Designers," at the Hawaii International Conference on the Arts and Humanities, January 10-13, 2014.
- e. Susan Melsop and Karen Hutzler (Dept. of Arts Administration, Education and Policy) are co-recipients of the first OSU Framework Fellowship.

2. Approval of minutes (December 9, 2013 meeting)

J. Haase motioned to approve and P. Chan seconded.

3. Committee Reports (updates since last meeting)

- a. Graduate Studies Committee: Spring term deadlines and procedures
Alan Price - Application deadline was extended to January 13 due to university closures. Any faculty still needing to review applications in Slideroom please do so by Feb 9. We will discuss the finalists at the next Faculty Meeting scheduled Feb. 10.
- b. Search Committee update
Jeff Haase – There is a small list of potential candidates for the Interior Faculty position. Now ready to set up interviews through Skype.
- c. Foundations Program Review meeting

4. Chair's Report

- a. Summary of recent activities
 - i. Meeting with Dean Shanda
Mary Anne Beecher took Dean Shanda around building, pointing out some concerns we have about space and building problems.
 - ii. Meeting re: summer camps

Mary Anne Beecher checked other universities summer programs. Most of them offered day camps which lasted a week or two.

iii. Web site planned improvements

Gabe Tippery mentioned maybe having a link right on the home page of Design's website for undergraduate and graduate applicants to click and get brief information about deadlines, etc.

iv. Reminder of processes when seeking reimbursements

1. Packing sheets listing the contents of packages must now be included along with receipts when you get a shipment from a vendor.
2. Always include the names of participants when you are processing receipts for meals.
3. The limit of time within which you are eligible to receive a reimbursement for travel expenditures is **90** days. Chris needs to receive your receipts, maps, and other documentation now more than **85** days after the date of your return because further processing within the department office is required and additional information often needs to be collected. Please respect this limitation and do not exceed it. Please do not expect Chris to work on processing travel expenses during her week-ends.

5. Old Business

a. Summer Camp proposal

If Design is going to offer a summer camp we need to move on this. Mary Anne asked if any faculty are interested in having a summer camp to let her know.

b. Exchange program promotion strategy

The number of students enrolled in the exchange program is down. We need to figure out how we can promote it more.

6. New Business

a. Department Admissions revised process for discussion

b. History course requirement (NASAD): curricular considerations

We will need to schedule another Design History course next academic year.

c. "Grants for Research and Creative Activity in the Arts & Humanities" brainstorming session.

7. Adjournment: At 12:00 pm Gabe Tippery motioned to adjourn.

8. Next meeting: February 10, 2014, 10:30-12:00, 122 Hayes (The focus of this meeting will be making decisions re: new graduate student applications)