Urban Studies Program Meeting  
10/20/17  
Minutes

Absent: Lisa Hoffman (on sabbatical), Matt Kelley, Fern Tiger, Anne Wessells.

1. Approval of agenda: approved as presented.

2. Approval of minutes (9/21/17): approved as presented.

3. Director’s Announcements  
   i. Ali has requested that graduate faculty organize a work group to draft guidelines for graduate committees and structure and process for selection of graduate faculty coordinator. List of graduate faculty: Dierwechter, Harrington, Hoffman, Ishem, Kelley, Modarres, Pendras, Ricker, Thatcher, Tiger, Wessells, Yerena.
   ii. Academic Plan: A common data set with rubric and directions will be given to each academic program. To accommodate time for this review, we can set up a separate meeting time if needed.
   iii. Ali has been contacted by an Austrian demographer, Erich Striessnig, who has asked to come to UW Tacoma to give guest lectures. He’s a Fulbright at UC Colorado (Atmospheric Sciences). The faculty discussed various ideas around topics and timing of such a visit. Ali will email Erich Striessnig to explore the possibility of having him do lectures on topics more closely related to our collective interests.
   iv. Graduate Program Coordinator’s (GPC) (Kelley and Wessells) role is that of a mini department chair. As such, each GPC is being asked to submit an annual budget request to support its academic and programming activities.
   v. Global Honors/honors discussion (continued from last year). JW: As a recap, in June we discussed linking the Urban Studies formal option, Global Urbanism, to Global Honors. Presently, Divya McMillin is still interested in discussing this idea with us and is open to coming back to discuss this in more depth. JW asked faculty how we want to proceed. After discussion, the faculty decided it would be beneficial to invite Divya and Paul back to a future meeting.

4. Committee reports and distribution of 2017/18 roster  
   i. A roster of committees/service was distributed by Julia. Send updates/corrections to Julia. She will follow up by sending out an electronic version.
   ii. APT: Recently, EC voted through a new policy where it reviews faculty appointment recommendations by programs/schools of faculty who’s rank at UWT would be at a different (e.g. higher) rank than the institution they’re coming from.
   iii. Campus budget process: there is a degree of reconstructing the budget with the leadership of Ty Minkler. There will be information sessions open to the entire campus.
   iv. EC: will be participating in the Academic Planning process
   v. Guidelines for Promotion and Tenure document should be reviewed and updated to reflect community engaged scholarship, service, and teaching. An ad hoc work group is
needed to draft update and bring it back for review and vote by November 3. Mark, Yonn, JW, and Linda will work on this.

1. APCC request to retire courses
   i. The faculty need to review the list of curriculum in Kuali (list distributed) and determine which courses can be retired. If needed, courses can be brought out of retirement; will take up to 2 quarters lead time to do. Julia will distribute an electronic version. Send feedback to Julia by October 25. All feedback will be collated and brought back to faculty for decision making at the November 3 meeting.

5. Sponsored Urban Design Studio discussion

6. Forum planning update
   i. Ali received a description of the program from JW, Matt, and Yonn. At this point fundraising is the focus. Faculty should forward names of potential panelists/speakers to Ali as soon as possible.

7. Other
   i. Event reminder: Urban Design Exhibition and Lecture – November 16