

Runstad Department of Real Estate Faculty Meeting
October 16, 2019 12:00 PM – 1:30 PM
Meeting Minutes

Attendees: Rebecca Walter, Arthur Acolin, Gregg Colburn, Pike Oliver, Suzanne Cartwright, Melissa Best

1. Motion was made by Pike Oliver to approve the 10/2/19 minutes, Rebecca Walter asked that the following corrections be made:
 - Rebecca Walter and Arthur Acolin are appointed as Co-directors and co-advisers of the undergraduate programs
 - Rebecca Walter and Arthur Acolin will receive one month salary administrative support
 - The Tri-Campus review of minor changes was posted October 7, 2019
 - RE Major Exploration is being overseen and managed by Arthur Acolin
 - Motion moved by Gregg Colburn and seconded by Rebecca Walter
2. RE Minor Updates – Rebecca Walter
 - Tri-campus review occurred on October 7, 2019, no comments have been received so far, should have final approval by early November
 - New date for Minor Info Session: Wednesday, November 6, 12-1 pm
 - Department meeting new time: Wednesday, November 6, 1:00-2:30 pm
 - Currently interviewing for two open affiliate faculty positions
 - Recommendations will be brought to November 6 faculty meeting for vote
3. RE Major Updates – Arthur Acolin
 - Real Estate Major Survey – faculty discussed making revisions to the survey which included naming the major. Rebecca and Arthur agreed to revise the survey and email it with a deadline of submitting feedback
 - Real Estate Major NOP – faculty discussed revisions to NOP
 - Major was discussed at last academic committee meeting, received full support of the committee
4. Study Abroad program – Rebecca Walter
 - After Runstad Leadership Dinner is over, advertising/distribution of flyer will start
 - November 14, 2019 – Study Abroad Fair, Gregg Colburn and Suzanne Cartwright will represent
 - Melissa Best will help coordinate table items for Study Abroad Fair
5. Interdisciplinary PhD Steering Committee Representative – Arthur Acolin asked if anyone was interested in being the representative? Faculty voted unanimously to elect Arthur as the representative
6. Faculty Activity Reports – Pike Oliver will send a reminder
7. Update on Interfolio Searches – Administrators of each department will always be listed as admins of all searches for their departments, whether they are on the search committee or not.
8. New date for MSRE Information Session - TBD