

Runstad Department of Real Estate Faculty Meeting  
April 1, 2020 12:00 PM – 1:00 PM Meeting Minutes

Attendees: Pike Oliver, Sofia Dermisi, Arthur Acolin, Rebecca Walter, Gregg Colburn, Pat McCabe, Suzanne Cartwright, Melissa Best

1.

Vote to approve 3-4-2020 meeting minutes

- Pike Oliver voted to approve if correction is made to remove sentence about Lois Duncan announcing George Rolfe award since we did not end up having an in person graduation reception.
- Vote was seconded and unanimously approved

2. Leadership (Dean Cheng)

- Christopher Campbell has been appointed Acting Chair
- Christopher is working on timeline of his appointment and next steps
- First draft of analysis of department has been turned in to Dean Cheng
- Dean Cheng will be the Advisory Board liaison
- Alex Haslam will announce Christopher to the Advisory Board and CBE

3. Graduate (Sofia Dermisi)

- Recruiting efforts in the current COVID-19 environment
  - i. Offer scholarship packages to make offer more appealing
  - ii. Competitive scholarship package targeted towards the unemployed
  - iii. Concern about international students submitting I-20s
  - iv. Virtual Info Sessions
  - v. Faculty discussed increase in late applications
  - vi. Faculty agreed to waive GRE/GMAT requirement, Sofia will check with the Graduate School
  - vii. Faculty discussed contingency planning if our incoming class size is reduced significantly

1. Pike discussed this issue with Dean Cheng, may need to reduce expenditures on affiliate instructors
    2. Minimum number of 10 students was discussed
  - viii. Sofia is in discussions with University of Regensburg on the MSRE curriculum changes
4. Undergraduate (Arthur Acolin and Rebecca Walter)
- Undergraduate Affiliate Compensation Policy was discussed
    - i. For class sizes 31-50, an additional \$2,000 will be added to salary of affiliate
    - ii. Concern from Sofia was raised about tabling this policy for now
    - iii. Dean Cheng agrees the policy is reasonable
    - iv. Faculty voted unanimously to approve policy
    - v. Melissa will work with ISC to change Matt Disston's salary
  - Course buyouts for 2020/2021 academic year
    - i. Rebecca is requesting to buyout one course, RE 361
    - ii. Arthur is requesting to buyout one course, RE 401
      1. Funding has been received to redesign RE 497 to include in the new UW Data Science Minor, Rebecca and Arthur will work to restructure RE 497 to better serve our students
      2. Pike approved both buyouts and will sign forms
  - New Undergraduate instructors
    - i. Julie Howe – Pre-Doctoral Instructor proposed to teach starting Autumn 2020, RE 250 and RE 563
    - ii. Dan Keller – Affiliate Instructor proposed to teach RE 361
      1. Letters of recommendation will be forthcoming
      2. E-vote will be sent to faculty
  - Undergraduate programs update

- i. Major proposal has been submitted to CBE Curriculum Committee
- ii. Timeline on schedule to be ready for next SCAP meeting in May
- iii. New undergraduate professional course has been approved
- iv. RE 411 was cancelled spring 2020, will be offered autumn 2020

5. WRGP

- Undocumented students may be eligible
- Melissa will remove “legal” wording off website