**Runstad Department of Real Estate Department Meeting**   
March 14, 2022 12:00 PM – 1:00 PM Meeting Minutes

Attendees: Dean Renee Cheng, Sofia Dermisi, Gregg Colburn, Rebecca Walter, Arthur Acolin, Melissa Best

**Minutes from 2/28/22 Department meeting approved unanimously**

***1. CBE Dean***

* 1. Department Chair search update
* Dean Cheng discussed the outcome of the negotiations as well as possible next steps
* Dean Cheng asked for a follow-up meeting with the faculty to discuss options going forward which was scheduled for March 21st, 12 pm -1:30 pm

***2. Chair’s update***

2.1. Cohort – hire update

* Department Chair informed the faculty of the outcome of the negotiations and discussed possible options. A unanimous decision was made to move forward with an additional candidate, the chair will present to the Dean Committee Chair and CBE Executive Committee

2.2 Changes to UW masking policies

* The new UW indoor masking policies from March 28 were reviewed. The strong recommendation of indoor mask wearing the first 2 weeks of the quarter was highlighted even though it is not required

***3. Operational issues***

3.1. Revision of Career position to Academic/Career Adviser

* Faculty discussed and approved revisions to position

3.2. Determination of Spring faculty meeting schedule

* Department Chair discussed keeping the same day and time of Mondays 12:00-1:00 pm weekly throughout spring quarter, faculty agreed to this day and time

3.3. Teaching load policy

* Faculty discussed edits to the policy on teaching loads, including the one affecting affiliate appointments & salaries
  + Faculty approved changes to teaching load policy and affiliate appointment & salary policy