**Runstad Department of Real Estate Department Meeting**
May 9, 2022 12:00 PM – 1:00 PM Meeting Minutes

Attendees: Sofia Dermisi, Gregg Colburn, Rebecca Walter, Arthur Acolin, Nikita Anderson, Melissa Best

**Agenda**

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| 1. ***Approval of 05/2 Minutes – faculty approved minutes unanimously***
	1. Graduation events updates
* MSRE Amazon Spheres 6-8 pm, 150 people
* As of 5/9 we are at 67% capacity
* Department is extending invitation to undergraduates to attend the Spheres reception
* Undergrads Gould Court 2-4 pm, RSVPs are very low, will decide by 5/13 if we will hold this event

 * 1. Real Estate Career Fair – May 20th – updates
* Chair and Assist. to chair sent emails to instructors to encourage student participation
* Event will be held in Gould Court; COVID-19 safety precautions are followed
* Announcement was sent out to Advisory Board and faculty various networks
* Hoping this inaugural event will help us develop a template going forward
* 11 companies have signed-up and outreach efforts by Department chair/asst. to chair and chair of Advisory Board will intensify
1. ***Operational Items***
	1. Faculty Activity Reports
* Dept Chair sent the CBE letter defining the period (March 16 2021 – March 16 2022) and form to faculty
	+ 1. Real Estate Department FAR form
* Due on May 27th (March 16 2021 – March 16 2022)
* In person faculty meeting with SB May 16th in 208J, zoom will also be available
* SB will be here to meet with various stakeholders and attend the board meeting and chair panel
1. ***Announcements***
	1. Next faculty meeting will be in person with the incoming Department chair (SB) on May 16th with zoom option made available. To allow for a broader conversation, the regular agenda/approval of minutes is suspended until May 23rd.
	2. PhD, Symposium: Pathways Toward the Future: Assessing the Digital Dimensions of Urban Dynamics, May 20, 9:00am -4:20 pm.  This symposium will be virtual and open to everyone. Register here
	3. CBE Graduation, June 10, 1:00-4:00pm

Exhibition Hall, Seattle Center (Mercer and Third Ave N., Seattle, WA 98109)* Order faculty regalia by May 15
* Faculty and Staff please RSVP to the CBE ceremony
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