

Dec. 7, 2010

Interior Design Faculty Meeting

1. Computer software location (MP & DP) relocate Revit / Architectural Desktop 10 to HMS 108.
2. Computer Courses
 - a. Will revamp Degree plan, eliminating Acc 101 – adding another CAD course.
 - b. SAS will meet with Emily, Rhonda and Dale
3. Elective – Trip – Degree plan will say HMS 260 or HMS 426
4. HMS 260
5. PLO's – need by Dec. 15th
 - a. LB put in 115, 206(ID & IM), & IM
 - b. SAS will enter 208, 310, 420, 100, 300, 400 ID
6. Vita – by January 7th to Leisha
7. Notebooks (Alex to make taps and binder covers)
 - a. Syllabus
 - b. Lectures
 - c. Projects/Assignments
 - d. Quiz/Exams
8. Donna – past 3 years of contacting Alums –
 - a. Get list of graduates for past three years / start locating emails to contact
9. MP – Assessment information
 - a. PLO report
 - b. Portfolio Review
 - c. Dept. Sr. Survey
10. Other VITA's and syllabus
 - a. SAS – Art – 100, 110, 130, 280, 281, 282
 - b. Donna – Accounting, 260
 - c. LB – 100, 300, 400,
 - d. MP - 325 & 326
11. Other information to share
 - a. Prepare a field trip notebook. Everyone do a page with pictures in word with pictures stating your visuals with field trips.
 - b. Top left state course name
 - c. Top right – project if it relates to one
 - d. Pictures below with information.