

Board Members in Attendance:

AE Al Estes, ARCE Department Chair
CM Chris Manning, Overaa Construction
DM David Mar, Tipping Mar + Associates
JM Joshua Moody, Nabih Youseff
KO Ken O'Dell, MHP Structural Engineers
JMc Jonathan McMurtry, Lionakis
DL Dave Lambert, Arup
AR Art Ross, CYS Structural Engineers, Inc
GK Grace Kang (scribe), Forell/Elsesser Engineers, Inc.

Board Members Absent:

DP Dani Paxson, KPFF - LA
KC Kurt Clandening, John A Martin & Assoc.
BD Bob Desautels, ATI Architects & Engineers
JF Jake Feldman, ARCE, Emeritus Faculty
JH Jorn Halle, Degenkolb – Oakland
SP Steve Pelham, Barrish-Pelham

1. Board Meeting opened at 8:30am. Department Chair Al Estes (AE) welcomed all to this 6th board meeting. Purpose is to have updates on ARCE activities and discuss more structure to the Board: mission, duties, terms of board members.
2. AE – update from previous meeting – curriculum assessment and advancement
 - a. Curriculum: committee meets regularly. Interdisciplinary course in place, new architectural studios taking place. Biggest change is the introduction of a 5-unit studio, upper division, interdisciplinary course. This also gives credit for a senior project. Considerations of a senior project are that it may give more opportunity for creativity and exploration; competitions were often a component of senior projects.
 - i. Brett Nuttall in charge of curriculum committee which consists of 5 members of ARCE faculty who are elected by that faculty. They meet once per week and their charge is to improve the curriculum without disrupting existing curriculum strengths. Their input consists of the accreditation process which requires proficiency in 2 of 3 areas: construction, structures, mechanical & electrical systems; the areas of strength for the ARCE department are the construction and structures. Additional input is from students (via faculty) and the ARCE board (via A. Estes).
 - ii. Board discussion of frequency of meetings and goals of the curriculum committee. AE noted that frequent communication is needed in the committee.
 - b. Ethics – challenge is to place it in the curriculum – thoughts are either in an AE 1-unit course or incorporate it into an existing course.
 - c. ARCE into the freshman year via a class remains a challenge. 3 options include incorporating content into ARCE 211 (pushes statics into first year), EDES 101 (design class), or offering a 1-unit ARCE seminar course.
 - d. Still looking at renumbering courses.
 - e. The Board recommended fixing a deadline for completion and sticking to it to prevent this process from extending on forever. Given the need for faculty consultation and consensus in making changes, The most significant changes have resulted when a deadline loomed that forced a decision. The change in catalog cycle procedure has allowed the assessment process to drag out longer than originally expected.

3. AE and Board discussed topics for the meeting to follow with the Dean: current state of lab equipment and maintenance needed, affects of budget cuts in undergraduate program, Master's Program in possible jeopardy, unclear functions for Simpson Building & existing Crandall Gym.

4. Meeting with CAED Dean Tom Jones:

- a. Dean has three primary goals: Seeking input on ever-improving the way the professional industry and academia can work together, seeking ways to receive fair share of resources, and seeking ways to excite alumni and industry for funding.
- b. Despite budget cuts, goals are to protect and enhance the undergraduate program, and to provide stability to the graduate program. Short term and long term goals for equipment and facilities need to be balanced. The field of sustainability attracts funding and recognition.
- c. Dean Jones notes that the City & Regional Planning department is highly financially effective by bringing in research grants. Funds that bridge the difference between tuition and costs include research grants and the continuing education pricing structure.
- d. Dean Jones stated that there is no intention of cutting or suspending the ARCE Masters Program. He stated that the program has 12-16 students, and the cost is approximately \$10k per student, whereas \$7.5k is funded by the student. He noted that labs lose money whereas large lectures make money.
- e. Dean Jones stated that in ARCE, bridging strategies include competitive pricing of tuition, increase out-of-state enrollment, decrease undergraduate enrollment, and seek entrepreneurial funding.
- f. Facilities Planning: new interdisciplinary curriculum with a materials demonstration lab. Plaza area could have a 2-story high strong wall. Crandall Gym (currently seismically unsafe) is envisioned to house the interdisciplinary and sustainability curricula, otherwise the space cannot be justified to the state. If the space were privately funded, the space would not need to be justified to the state. College enrollment is expected to decrease by 300 students in the next 10 years.
- g. ARCE Board noted that Dean Jones is dean of several departments and asked how the ARCE Board can assist Dean to prioritize ARCE needs and retain ARCE core values. It was observed that Boards exist for the Construction Management, ARCE, and Landscape departments, and that one for Architecture would help feed a College Board which may help Dean gain 3 goals cited earlier.
- h. Board inquired about the status of equipment and maintenance, and noted that testing equipment that functions is integral to the core curriculum of theory and empirical material behavior. Dean Jones noted that equipment is the responsibility of the entire college, not the burden of one department. Last spring, the students agreed by overwhelming vote to triple their college based fees (CBF) in order to preserve the Cal Poly education. CBFs, are fees that students provide in addition to typical tuition. Tuition is applied University-wide and CBFs are directed to the College of Architectural and Environmental Design; where specifically ARCE student CBFs are directed to the ARCE department. The Chancellor has disallowed any increase in CBFs at this time. The Dean stated that when the raise in CBF is realized, a portion of those funds will be allocated to equipment maintenance.
- i. The Simpson Building function is not yet clear – ARCE Board strongly recommended that the Simpson Building Committee re-convene so that the building design and construction, which is currently in progress, is appropriate for the projected function of the building.

j. ARCE Board recommended that next steps associated with funding could include proposals for research projects. The Board suggested that a priority list of items (or "causes") and their relevance to education/curriculum be assembled so that donors know where their money will be directed.

5. Interdisciplinary Course – Jill Nelson presentation

a. The new interdisciplinary course (ARCE 415) is in its first iteration where Jill Nelson and Brent Nuttall are co-teaching the ARCE portion. The course is a 5 unit, upper division, project based studio taken by ARCE, ARCH and CM students. Jill Nelson described challenges of teaching and coalescing ideas and teaching plan for the course which gets input from ARCE, ARCH, Construction Management departments and this quarter Landscape Architecture is included because the project is a botanical garden. The course is currently project-based with a client (outside or A.Estes), scope of work description, lectures, and three submittals by each team of students. The final submittal is in Powerpoint format with written backup. Teaching goals include team-building, interaction, flexibility, graphics communication, negotiations and client education, awareness of schedule, cost estimates, and design. Challenges include students' varying skill levels and motivation from individual students, differing perspectives from instructors, and the amount of work that can be done in a 10-week time period. The Board questioned whether a real world project was the best vehicle for this course and asked whether several small projects that force the students to react to change might provide a better experience.

b. General discussion– this type of class was a previous recommendation and is supported by the Board. Expectations of how well-developed the designs are for submittals may need to be tailored to the short time period. Board would like to know if core goals are being met with consistent results. Board noted that good communication between instructors, who are role models in this class, would be very beneficial.

6. AE report on advancement:

a. ARCE held a reception during the SEAOC Convention in San Diego. The reception, located offsite from the convention at the offices of Hope Engineering, included welcoming remarks by Dave McMaster, Al Estes & Ken O'Dell along with presentation boards on the SCARAB lab for fundraising purposes. About 40 people attended. Despite some generous donations and charging attendees \$20 at the door, ARCE is several thousand dollars out-of-pocket. Next SEAOC Convention will be in Palm Desert. The ARCE department reception has not been well received by the planners of the SEAOC conventions in the past, but the prognosis looks better for the next several years.

b. AutoDesk donated \$10k for funding and student training, Hilti and Verco have have been approached to sponsor a lab. ARCE lab sponsorships are available for \$10k/year for 5 years for a named lab. Approximately \$100k needed for the SCARAB lab.

c. Discussion of strategies included approaching addition suppliers such as CSI, Vulcraft, ITW Buildex, light gage suppliers. K.O'Dell will draft a letter on behalf of the Board for Spring release, and re-visit the commitment to a specific project. Because the SCARAB lab will probably be financed by a single donor, the Student Leadership Fund looks like a better cause for the Advisory Board to support and solicit towards. The Student Leadership Fund is used to sponsor the EERI and AEI student competitions, allow students to attend conferences such as the SEAOC annual conference, support senior projects, and allow for student awards.

7. AE & Board discussion on Bylaws:

a. Mission statement: Considerations include advising and promoting the ARCE department, provide input and advice to assist the department chair in maintaining the standard of excellence and plan for the future, discuss curriculum and policy issues, and offer perspective on the needs of the profession.

b. Board member duties: include attendance at meetings, taking notes once. Frequency of meetings currently semi-annual and may evolve over time. Financial obligations have not been part of AE's initial consideration of Board members. Board members "serve at the pleasure of the department head" and provide input on items outlined in paragraph above. Function of Board may evolve over time as AE considers how the Board would be most beneficial to the department.

c. Board composition and terms of service: Considerations included 15 people with 3-year terms (5 members per year turnover) or 16 people with 4-year terms (4 members per year turnover). General concurrence that 2 years may not provide sufficient continuity. Although participation and interest are important considerations, board composition may reflect the department constituency: different disciplines, geographic region, genders, age range, experience level. An option for a second term could be exercised at the department head's request, but after two terms, an advisory board member must wait two years before becoming a member again. Emeritus members as well as active members could be requested to serve on the proposed College Board (discussed earlier with Dean Jones). Officers proposed would include a chair (central contact point), chair-elect, and College Board liaison. Terms would begin in Fall, with the nominating process in the preceding Spring.

d. New membership: existing Board members can be solicited for recommendations.

e. Board members in attendance expressed their preference for when their current term will end. AE will take the input from this discussion and prepare a draft of the by-laws for the board members to review.

8. Action items:

a. KO: draft a fundraising letter on behalf of the Board for Spring release, with a focus on the Student Leadership Fund.

b. AE: present first draft of Board membership and Advisory Board by-laws

c. Board nominations

d. AE: invite Dean Jones to provide update on College status and the ARCE Master's Program

e. AE: provide update on advancement and curriculum

9. No Board Executive Session was held.

10. Board meeting adjourned at 5:30pm.