

To: UW Graduate School
From: John Schaufelberger, Dean, College of Built Environments
Robert Mugerauer, Program Director, Graduate Program on the Built Environment
Steering Committee, Graduate Program on the Built Environment
Re: Response to the Report from the Review Committee for the Graduate School's 2013-2014
Review of the UW Graduate Program on the Built Environment
Date: June 12, 2014

Colleagues:

The Steering Committee and the Dean have had time to consider the Report from the Review Committee for the Graduate School's 2013-2014 Review of the UW Graduate Program on the Built Environment. We are glad that the findings and recommendations are positive and consistently helpful. We will implement them without exception.

Specifically:

In regard to

IV.A. Governance:

The Steering Committee, in the meeting we did manage last week before the end of the academic year, agreed that a more active role is desirable and achievable. As recommended, the committee will

- develop a clear policy that describes the composition and responsibilities of the committee, meeting frequency, membership terms, and procedures for the nomination and selection of members,
- actively participate in student recruitment,
- become more involved in evaluating student progress,
- participate in fundraising efforts to secure additional student funding, and
- clarify the policies and procedures for the awarding of teaching assistantships for courses managed by the Graduate Program..

Beginning in the Autumn of 2014, the Steering Committee, in consultation with the Dean of the college, will develop a Strategic Plan. This will include the dimensions helpfully indicated by the Review Committee and will be completed as directed within 12 months. A mechanism will be developed to increase the involvement of the Dean and Department Chairs by creating the recommended College-level Leadership Committee.

IV.B. Advancement:

We will continue to work with the UW Office of Advancement and the Dean to identify and engage funding sources. The Steering Committee will develop case statements and student stories to support advancement efforts and will participate in contacts with prospective donors. This has already begun as part of the currently emerging next University of Washington Capital Campaign.

IV.C. Mentoring:

We find these recommendations for additions especially helpful. In its recent meeting the Steering Committee agreed to

- participate more actively and formally with the Program Assistant in the review of student progress
- increase effort to help students learn about pedagogy. The Steering Committee has already approved a plan, to be implemented the coming academic year, to modify the colloquium to emphasize a spring quarter to mentor and coach the students.
- continue to develop the colloquium. The colloquium itself will have three meetings each quarter (one focused on each of the three streams), including active participation by the students in the organization of the events; additionally, special events will be organized throughout the year to promote student collegiality and connect them to the college and university.
- Further opportunities for professional development will be created.
- Developing an enhanced mentoring program and creating teaching opportunities for students will be a key element of the strategic plan to be developed for the program.

IV.D. Funding for Students

- TAs
 1. The college will continue to develop lower division undergraduate courses that will provide funded teaching opportunities for Ph.D. students. The departments will need to assume responsibility for funding other TA and RA opportunities to support the students. The Department of Architecture has recently developed a new undergraduate track and the Urban Design and Planning Department has implemented an introduction to Urban Planning course, both of which will contribute to these goals.
 2. In the Autumn of 2014 we will begin discussions concerning departmental TA positions allocated to Program Ph.D. students. This will be done under the guidance of the Dean and likely as part of the recommended College-level Leadership Committee.
 3. We will develop more regularized long-term relationships with other departments across campus. Steps will include consolidating the informal arrangements we already have and, using the Steering Committee networks and students' past initiatives, actively develop new ones.
 4. We will clarify the policies and procedures for the selection of TAs for teaching opportunities managed by the graduate program and make the process more transparent to the students.
- College Support
The College and departments in partnership with the Steering Committee will explore ways to provide additional financial support for the graduate students and their activities.
- Graduate School Support
We certainly hope that the Graduate School would agree to committing to supplying the three tuition waivers that complement our first-year fellowship stipends and that are critical to providing the modest student support now operative.

IV.E. Merger with the Interdisciplinary Program in Urban Design and Planning.

As recommended, both programs will continue to look for savings by identifying common areas of the curriculum and to explore ways to undertake joint activities.

V. In regard to the Review Committee's responses to the Questions Directed toward the Committee in the Self Study:

We appreciate the positive impressions and findings of the Review Committee. We agree that implementing the recommendations will make the program stronger. On the particular issue of the identity of the three focus areas, we agree that the members of the faculty cluster and Steering Committee will use the Strategic Plan to better describe the focus and name of the area now called "Computational Design and Research" to make clearer its complex specializations in "Technology (defined in broad terms that include processes and practices."

VI. In regard to the Final Recommendation

We agree, as noted above, that a Strategic Plan will be developed by the end of the 20-4-2015 academic year. The plan will address all the areas indicated in the Recommendations and also discussed above.