**Meeting Agenda:**

**Department of Art and Design**

**12-1:15 PM, September 14, 2020**

**Location: Web Ex**

1. Approve minutes
2. Announcements: Frame
   1. Trash and Recycling in offices
   2. New Gathering Policy- does not apply to class meetings: <https://www.uww.edu/documents/mmr/EventsPolicy.pdf>
   3. No Drinking and/or Eating in classrooms during COVID19 (“face coverings in classrooms at all times”)
   4. PDF Process for 20-21: Up to- $700 (Faculty), $350 (Academic Staff 50% or more), $250. (Staff). 2 rounds: 1st round starts now, 2nd round is due February 15
   5. Credit cards to Mary, September 29
   6. Hallway flow of traffic
   7. Microphones
3. Announcements: Willsey
   1. UV Lights
   2. 19G3L Sculpture RDS
4. Discussion Items:
   1. Audit & Review Final Report
5. Items from the floor for the good of the department

Next Meeting: Monday, September 28: 12-12:50

Upcoming Agenda Items:

* Reviews
* Committees
* Program Optimization