

HCDE Faculty Meeting Minutes

December 4, 2024

HUB 334 and Zoom: <https://washington.zoom.us/j/93984963412>

Faculty present: Arpita, Cindy Atman, Katya Cherukumilli, Brock Craft, Sayamindu Dasgupta, Tyler Fox, Shana Hirsch, Gary Hsieh, Cayla Key, Julie Kientz, Beth Kolko, Charlotte Lee, Alan Marks, David McDonald, Sean Munson, Nadya Peek, Ana Pinto da Silva, Daniela Rosner, Kate Starbird, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Cecilia Aragon (on leave), Sarah Coppola (on leave), Leah Findlater, Sucheta Ghoshal, Mark Haselkorn, David Ribes,

Others present: Melissa Ewing, Stacia Green, Leah Pistorius, Summer Dela Cruz Parkes, Kathleen Rascon, Crystal Welliver

Reminders/Announcements (5 minutes)

- Save the date:
 - HCDE Holiday Party, Dec. 6, 5-8pm, Ravenna Brewing, 5408 26th Ave NE, Seattle
 - EAB online virtual meeting, Jan. 13, 8am-1pm
 - PhD Admissions, Jan. 29, 2025, 9:30-11:30am
 - PhD Visit Days, March 6-7, 2025
 - PhD Review, May 9, 2025, 9-1pm
 - Merit Review, May 16, 9-1pm
 - EAB Spring in-person meeting, June 2, 9am-2pm
 - Capstone, Monday, June 2, 2025, 3-7pm, HUB Ballroom
 - Graduation, Wed, June 11, 2025, 6-8pm, HUB Ballroom
- [AI Task Force Town Halls](#):
 - Dec. 10
 - Dec. 18
- HCDE Research Cluster discussion lunches (Research Committee):
 - Dec. 4, HUB 334 right after faculty meeting
 - *Winter quarter:* *Spring Quarter:*

Jan. 22	Apr. 16
Feb. 5	Apr. 30
Feb. 19	May 14
Mar. 5	May 28
Mar. 12	
- [HCDE Research Speaker Series](#), Thursdays, 4:30-5:20pm, Johnson Hall 102
- [Peer teaching evaluations](#) for AY 2024-2025

- Updates on projects, grants, classes, research MHCID ideation showcase

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 11/20/2024 minutes	-Motion to approve 11/20/2024 faculty meeting minutes by Mark Z\, seconded by Tyler. Motion approved. 16 yes, 0 no, 1 abstain.

<u>Topic</u>	<u>Notes</u>
BS Program Update	-Experiential teaching information to Leah -If you need special teaching materials, let Brock know -ABET subcommittee might be reaching out about assignments -AY 2025-2026 two classes/quarter will be at 8:30am -Poll for how much teamwork is being done across program and attendance
MS/UCD Program Update	-Certificate ideas? Talk to Daniela or Mark -Capstone groups are formed
PhD Program Update	-Prelim reviews–please get them in this week. -Admissions deadline was 12/3. 346 applications received! -Interviews: hold as much time during for interviews Jan 13-17, Jan 20-24 -Update on TA restraints
Partner program updates	-MHCI+D strategy review, updated website -Admissions process under review -DUB update -GIX program review update
Chair Updates	-Hazing training reminder -Title IX training reminder -Grants manager: Two authentication for NSF (? Verify) -UW IT: MS Teams messages deleted after 30 days -CoE Program fee proposal moving through budget department -AHR reorganization -Strike potential for postdocs/Research Scientists in Jan -CoE Dean for her contract review–will come to faculty meetings -Shortfall with state budgets–spending freeze -Reminder when PhD take fee-based classes, we have to cover the cost -Keep in mind safety with batteries/sharp tools. Have safety training for students and faculty. CoE coming up with safety protocols orientation Nadya’s training: https://docs.google.com/presentation/d/1eSmbj-Qjbu6TyEm3IY0UxFusF1GVWhqmldditMuLdck/edit?usp=sharing

S/D/G= Sharing Information, Decision, Gather Input

New Business

<u>Topic</u>	<u>Desired Outcome</u>
Outstanding Alumni Award	-Initiative on department alumni awards
Programmatic homes for interdisciplinary degrees	-Graduate school is no longer interested in hosting the three interdisciplinary programs we help sponsor -No decisions yet but continue discussion -Incentives vs risks? -What is the impact on staff/faculty workload?

Executive session. Motion to go to executive session xx, seconded by xx. Motion approved.

<u>Topic</u>	<u>Desired Outcome</u>
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Motion to adjourn by Tyler, seconded by Jennifer. Motion approved.