

HCDE Faculty Meeting Minutes draft

April 24, 2024, 9:30-11:30 a.m.

HUB 340 and Zoom: <https://washington.zoom.us/j/96499007000>

Faculty present: Arpita, Cindy Atman, Katya Cherukumilli, Sarah Coppola, Brock Craft, Sayamindu Dasgupta, Leah Findlater, Sucheta Ghoshal, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, David McDonald, Sean Munson, Nadya Peek, Ana Pinto da Silva, David Ribes, Daniela Rosner, Kate Starbird, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Cecilia Aragon, Tyler Fox (sabbatical), Mark Haselkorn, Alan Marks,

Others present: Summer Dela Cruz Parkes, Leah Pistorius, Kathleen Rascon, Melissa Ewing

Reminders/Announcements (5 minutes)

- [HCDE Distinguished Lecture](#) & Reception: Yoel Roth, May 6, 4-6 pm, HUB 332
- Save the date:
 - Merit review, May 10, 9 am - 2 pm, Sieg 329
 - [Alumni BBQ](#), Thursday, May 16, 5-7 pm, Ravenna Brewing
 - [Capstone Showcase](#), May 31, 2024, 3-6 pm, HUB Ballroom
 - Graduation, June 7, 2024, 10 am-12 pm, HUB Ballroom
 - PhD Recognition Celebration following HCDE Graduation at the Burke Museum.
- Updates on projects, grants, classes, research

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 4/17/2024 minutes	-Motion to approve 4/17/2024 faculty meeting minutes by Jennifer, seconded by Ana. Motion approved. 13 yes, 0 no, 3 abstain, 8 absent.

<u>Topic</u>	<u>Notes</u>
BS Program Update	-BS admissions update
ABET	-Consistent grading conversions from one instructor to another, preserve maximum flexibility for faculty -Once accredited, 1x a year meeting with faculty that teach in BS program -Will meet June 12 (now June 5) for those that taught or will teach in BS program

MS/UCD Program Update	<ul style="list-style-type: none"> -135 confirmed MS admits, 15 UCD -Reinstating HCDE 521 in the fall for faculty talks (1 credit) -MHCI+D combined meeting -UCD certificate officially approved
PhD Program Update	<ul style="list-style-type: none"> -Prelims: if reviewer please get your reviews in as soon as you can. Course of study should be signed every year. If fulfilled, no need to submit. -May 3 is PhD annual review day. If you have conflict for that day, please let Sean or Kathleen know. -Graduation: research, teaching/mentorship, leadership engagement awards, 400 word limit
MHCID update	<ul style="list-style-type: none"> -Admission 37 confirmed of 44 for 12th cohort -Thanks to Beth for work on the MOU. Six partners with them and working through updating. -Summer capstone, Oak Hall, Aug. 16 -Hope to share capstone work with Seattle Design festival -Sent 3 students to NSBE conference this year -Industry survey coming soon
Graduation Committee	<ul style="list-style-type: none"> -Please let Stacia or Melissa know if you aren't coming
Chair Updates	<ul style="list-style-type: none"> -ASE negotiations still ongoing. Make sure to have access to gradebooks. More information coming. -Big 10 leadership opportunities. -Postdoc working group about minimum wage. Let Julie know if interested in joining.

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

Old Business

New Business

Topic	Desired Outcome
Merit Review preview	<ul style="list-style-type: none"> -May 10, 9am, Sieg 329 and zoom -Please review the Merit review policy. -Discussants are required to send their notes to chair -Stacia to put in most recent chapt 24 for those that haven't had meetings this year

Faculty retention policy review	-Discussion on policy updates and vote Updated policy approved. 15 yes, 0 no, 0 abstain, 9 absent
Committee structure	-New committee structure discussion -Curriculum committee is missed --Have a set program director meeting? -TA discussion: have "head TA" that supervises TAs? TA committee? -Merge DEI and Outreach

Executive session. Motion to go to executive session Beth, seconded by Nadya. Motion approved.

<u>Topic</u>	<u>Desired Outcome</u>
Search updates	-Current negotiations with 5 candidates for teaching track -Still in final negotiations with assistant professor candidate -Research assistant professor search in final negotiations
Potential senior research development officer hire	-update on search candidates

Motion to adjourn by Beth, seconded by Kate. Motion approved.