

HCDE Faculty Meeting Minutes draft

October 2, 2024, 9:30am

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

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

Faculty Absent: Cecilia Aragon (on leave), Sarah Coppola (on leave), Mark Haselkorn, Nadya Peek

Others present: Alanna Daniels, Melissa Ewing, Stacia Green, Katia Jossa-Jouable, Meghan Oxley, Summer Dela Cruz Parkes, Leah Pistorius, Kathleen Rascon, Dion Tzortzis

Reminders/Announcements (5 minutes)

- Save the Date:
 - Yoel Roth faculty reading group, Wed., Oct. 23, 12pm, Sieg 420, [sign-up here](#)
 - Yoel Roth Distinguished Lecture, Wed., Oct. 23, 4pm, HUB 332, reception to follow
 - Community-Engaged Computing Initiative Workshop, Oct. 18
 - Friday, Oct. 25, DUB Community Day
- [HCDE Research Speaker Series](#), Thursdays, 4:30-5:20pm, Johnson Hall 102
- Presidential search update, Sean
- Capstone–Melissa
- Welcome: Cayla, Crystal, Bella, Dion
- [Peer teaching evaluations](#) for AY 2024-2025
- Updates on projects, grants, classes, research

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 6/12/2024 minutes	-Motion to approve 6/12/2024 faculty meeting minutes by Brock, seconded by Cindy. Motion approved. 18 yes, 0 no, 4 abstain, 4 absent.

<u>Topic</u>	<u>Notes</u>
BS Program Update	-ABET update–putting together process/models -Be aware of ghost credit -Update on new policy on incomplete grades

MS/UCD Program Update	<ul style="list-style-type: none"> -27 new UCD students -Capstone formation prep DRG with 52 students -Thanks to Tyler and Melissa for Capstone help
PhD Program Update	<ul style="list-style-type: none"> -Individuals develop plans for your mentees -Dion taking over PhD travel program -New cohort here. Also keep in mind application cycle. Let us know if you are actively recruiting. If your admission focus has changed, please let Kathleen know. -Dec 2 is PhD application deadline
Partner program updates	<ul style="list-style-type: none"> -GIX: MSTI program now officially to College of Engineering. Shared between Foster and CoE. Partnership with Microsoft and will be moving to MS campus fall 2026. Will be outpost for UW. -MHCID: MOU almost complete. Looking how can we improve program—moving away from capstone project to mentoring model. -Forming industry advisory board. -DUB fireside chats—let Ana know if you want to participate.
Chair Updates	<ul style="list-style-type: none"> -Teaching faculty search update. Hiring plan till getting updated at provost level. -Proposed new hiring plans might be due in Feb -F&A rates from fed going down -Hazing training mandatory—look for email re: taking course -Counseling service for students update—partnered with outside organization to help. -UW OAP faculty primer website: https://ap.washington.edu/ahr/policies/uw-faculty-policy-primer/

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

Old Business

Topic	Desired Outcome
Professor of Practice	-What criteria would we apply for this? We have two people that are interested. We will get a letter of interest and CV from prospective. Must be 5% FTE. Could teach, apply for grants, mentor students.

New Business

<u>Topic</u>	<u>Desired Outcome</u>
Accessibility content changes	<ul style="list-style-type: none"> -Overview of the Department of Justice Rule Released April 2024. See the ADA Office information available online -Can HCDE front desk help–have a specialized student worker -Use WORD or Google docs with structure headings -Bring Mary-Colleen Jenkins back for workshop -Devote resources to help students with presentations, etc. -Check with library for digital texts -Beef up TA training
HCDE Budget	-Overview of budget
Carnegie Reclassification Working Group Member Data Collection Template	-Up for renewal. Please add notes comments to Google doc .
Syllabus bank for HCDE courses	<ul style="list-style-type: none"> -Need to collect for ABET. -Canvas administrator can pull from your Canvas courses: learning objectives, grading structures. -Unless you tell us otherwise, Canvas administrator will gather your syllabi for all programs.

Executive session. Motion to go to executive session Tyler, seconded by Jennifer. Motion approved.

<u>Topic</u>	<u>Desired Outcome</u>
Executive Committee	-Discussion and private votes
New Graduate faculty	-Discussion and private votes
New affiliate instructors	-Discussion and private votes

Motion to adjourn by Beth, seconded by Brock and everyone left. Motion approved.