Minutes
HCDE Faculty Meeting
October 24, 2018, 9:30-11:30 a.m.
HUB 332

Faculty Present: Cecilia Aragon, Cindy Atman, Brock Craft, Andy Davidson, Tyler Fox, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, David McDonald, Daniela Rosner, Liz Sanocki, Jan Spyridakis, Kate Starbird, Jennifer Turns, Mark Zachry

Faculty Absent: Leah Findlater, Mark Haselkorn (sabbatical), Dianne Hendricks, Sean Munson (sabbatical), Nadya Peek, David Ribes, Linda Wagner

Others present: Erin Baker, Pernille Bjorn, Stacia Green, Kathleen Rascon, Pat Reilly

<u>Reminders and Announcements</u>
- HCDE Career Fair, Thurs., Nov. 1, 3:30-6:30pm, HUB South Ballroom
- PhD prelim exams, Nov. 9, 1-3pm, Thomson 134
- Save the dates: Strategic Planning Workshop
  - Friday, Nov. 16, 9-4:30pm, HUB 250 (pending)
  - Friday, Feb. 15, 9-4:30pm, location TBD
- Microsoft Mentoring Kick-off report (David)
  - 43 HCDE students participating (20 BS, 23 MS)

Approval of Meeting Minutes from October 3, 2018 Faculty Meeting. Motion to approve minutes with change by Andy, seconded by Daniela. 3 abstain. Motion passes.

<u>Program Updates</u>
- BS Program Update (Brock)
  - HCDE senior joined the committee
  - HCDE 210 not expanding to 200 students yet
  - CSE 491 is no longer being offered for Data Science (DS) option. Sociology taking over and offering once a year. Will be tough for our students to get their DS credits. Send Brock any ideas for working on this issue.
  - HCDE 300 and 308 for winter no instructor yet. Send instructor ideas to Brock
  - BSPC is continually monitoring the impacts of DTC to program
- MS/UCD Program Update (Tyler)
  - MS student joined committee
  - Course audit continues, looking at HCDE 518
    - Getting feedback from students
  - HCDE 517: working with instructors to find industry partners. Send ideas to Tyler.
- PhD Program Update (Julie)
  - Brainstorming session: main take away to look at general exam process.
  - Two student members on committee

<u>Old Business</u>
- Proposed changes to PhD Conference Travel Assistance policy (Cecilia)
  - PhD students are colleagues.
  - If we have the funds, give them all $1,000 without having to get dept approval.
  - Relax the rules, even after conference
  - Advisors should be giving more guidance to students
  - Requesting vs applying—be careful with language
  - Reminder that we use this as a recruiting tool

- o Send quarterly reminder to students about policy
- o Change the framing of policy:
  - Don't do application
  - Eliminate the policy as is and everyone gets $1,000
  - Need to harmonize application process
- o PhD committee will take on revising and bring back to faculty
- o **Motion to have advisors email suffice for approval until PhD committee can present revision to faculty by Cecilia, seconded by Gary. Motion carries.**
- DtC admissions proposal (David)
  - o Fall cohort is first DtC class
  - o UW does the evaluation of applications
  - o Issue is the way they rank (not CoE)
  - o CoE would like HCDE to take more students
    - CoE wants us to have 25 more DtC seats
      - Option 1 accept request (66/33 ratio, DtC to Interest Changers-Transfers (ICT))
      - Option 2 commitment to ratio (50/50)
      - Option 3 commitment to number (50/30 number, 63/37 ratio)
      - Option 4 90 seats: (50/40 number)
  - o Protect ICT component of the cohort
  - o Take advantage of additional resources available with additional students
    - Will need more teachers/staff to cover increase
  - o Is demand there from DtC students? (students have to indicate top 3 departments in their application)
  - o Strategic plan—be cautious about it being a one-time thing
    - Don't accept as one-time thing
  - o Lock in tenure track—that would be the commitment
  - o Share link to spreadsheet with faculty
  - o Tabled discussion until next faculty meeting
- ECP Lecturer, part-time competitive ad discussion and vote (Jan)
  - o Need to specify number to "up to 4"
  - o Add diversity statement from TT ad
  - o **Motion to approve ad with changes by Daniela, seconded by Tyler. Motion passes.**
- TT ad discussion (Daniela)
  - o Added diversity statement
  - o Engineering: Put Data Science first then list rest in alpha order
  - o Careful about not being too broad.
  - o Don't leave out data science piece—defining what is data science (what type are we looking for? Builds software around large data sets). Add: Machine learning. Reminder that there is a Data science option in HCDE and students need to go elsewhere for those needs.
    - Need to clarify what we are looking for
  - o Take out degree program info
  - o Consider being open to "different people"
  - o **Motion to approve ad by Daniela, seconded by Julie. 1 abstain. Motion passes.**

New Business
- UW Club membership (David) tabled to next meeting
- Graduate student fellowships Compensation (Erin) tabled to next meeting

Motion to go into executive session by Brock, seconded by Andy. Motion passes.

<u>Executive Session</u>
- LPTT discussion and vote (private ballot passed out). Pull teaching evals. Tabled until next meeting.
- Reappointment discussion and vote (private ballot passed out)

Motion to adjourn Julie, seconded by Mark. Motion passes.