

HCDE Faculty Meeting Minutes
October 31, 2018, 9:30-11:30 a.m.
HUB 332

Faculty Present: Cecilia Aragon, Cindy Atman, Brock Craft, Andy Davidson, Leah Findlater, Tyler Fox, Dianne Hendricks, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, David McDonald, Nadya Peek, David Ribes, Jan Spyridakis, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Mark Haselkorn (sabbatical), Sean Munson (sabbatical), Daniela Rosner, Liz Sanocki, Kate Starbird

Others present: Erin Baker, Stacia Green, Kathleen Rascon, Pat Reilly, Irini Spyridakis

Reminders and Announcements

- 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

Approval of Meeting Minutes from October 24, 2018 Faculty Meeting. Motion to approve minutes with changes by Mark, seconded by Julie. 1 abstain. Motion passes.

Program Updates

- BS Program Update (Brock)
 - Check out the new MILL maker space
 - No classes in MILL this quarter so good time to visit. Derek is the manager
 - Have found instructors for 300 and 308
- MS/UCD Program Update (Tyler)
 - Requested MILL for classes for next quarter
- PhD Program Update (Julie)
 - Mentoring program has launched, 22 mentoring pairs. All first-year students have been matched with a mentor
 - Working out some kinks with the new PhD curriculum

Old Business

- Strategic Planning Committee Update (David R./Julie)
 - Committee received feedback from faculty and other stakeholders
 - Will be bringing revised Mission/Vision to faculty at Nov. 16 meeting
 - Looking at what are the concrete things we need to do next few years
 - Five goals—brainstormed 2-3 objectives under each goal
- Lecturer/Sr. Lecturer announcement approval/reapproval (David M.)
 - Bulk of this was approved last year:
 - 2 positions, not one
 - Pluralize positions
 - Add: Data Science
 - Need someone to come in to teach 6 courses across the programs
 - Visual communication is needed
 - GIX needs—design thinking studio, research, physical prototyping
 - Recruit: more ME, other engineering disciplines, Diversity
 - **Motion to approve ad by Nadya, seconded by Brock. 1 abstain. Motion passes.**

- Proposed changes to PhD Conference Travel Assistance policy (Cecilia)
 - Does HCDE 800 count as enrolled for Graduate School funding? Stacia will check.
 - Change to Fiscal year: July 1-June 30
 - Must have support from advisor or PhD chair for approval
 - Travel and reimbursement completed while still enrolled in HCDE program
 - **Motion to approve changes to PhD travel and a one year follow up by Jennifer, seconded by Nadya. 2 abstain. Motion passes.**
 - Discuss increasing amount to \$1,500 at future meeting
- DtC admissions proposal (David M.)
 - Can HCDE take additional 25 DtC students (to make 50)?
 - What is a good size for our UG program?
 - We had thought to grow to 90 students.
 - Secondary goal of DtC is to increase diversity—that helps CoE but not us.
 - Need a really strong reason “not to” do this
 - Student credit hours increased with 210.
 - This is evolving and hope to have decision by January

New Business

- UW Club Membership (David M.) tabled until next meeting
- Draft CoE Departmental KPI (David M.) tabled until next meeting

Motion to go into executive session by Charlotte, seconded by Tyler. Motion passes.

Executive Session

- Leturer, part-time, Temporary discussion and vote (private ballots passed out)

Motion to adjourn by Brock, seconded by Beth. Motion passes.