

HCDE Faculty Meeting Minutes  
April 24, 2019, 9:30-11:30 a.m.  
HUB 340

Faculty Present: 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, Daniela Rosner, Liz Sanocki, Jan Spyridakis, Kate Starbird, Linda Wagner, Mark Zachry

Faculty Absent: Cecilia Aragon, Mark Haselkorn (sabbatical), Sean Munson (sabbatical), Jennifer Turns

Others present: Erin Baker, Pernille Bjorn, Stacia Green, Pat Reilly, Irini Spyridakis

Reminders and Announcements

- Reminder to let Erin know your summer plans
- Merit & PhD review, Friday, May 17, 9-5pm, HUB 340 (reminder about doing Peer Reviews)
- Data Then and Now Seminar: Paul Dourish, Wed., May 22, 4-5pm, eScience Institute WRF Data Science Studio, 3910 15th Ave NE. (Charlotte/David R.). Meetings with faculty, TBD, Thurs., May 23
- HCDE Open House, Friday, June 7, 4-7pm, Center for Urban Horticulture
- HCDE Graduation, Tuesday, June 11, 9-12, HUB Ballroom
- Save the date: Fall Faculty and Staff retreat, Monday, Sept. 23

**Motion to approve Meeting Minutes from April 3, 2019 Faculty Meeting with changes by Daniela, seconded by Brock. 1 abstain. Motion passes.**

Updates - Standing Committees & Chairs

- BS Program Update (Brock)
  - Additional applications to review
- MS/UCD Program Update (Tyler)
  - Reminder to do survey re: MS admissions process/rubric
  - Reviewing outcomes from 2014
- PhD Program Update (Julie)
  - 521 seminar will now be 547 Academic Research Seminar
  - Changes to defense proposal, 3 weeks in advance, needs to be approved by student's chair, chair then sends information to Leah P.
  - Request for program chairs to talk about special topics courses at faculty meetings
  - 16 accepts, 2 that haven't responded
- Chair's Update (David)
  - Working on chapt. 24 letters, lecturer hiring, TT hiring

Old Business

- Revised space policy discussion (Gary)
  - CSE out of Sieg space mid-June (bulk of 3<sup>rd</sup> floor)
  - Erin is working on arranging for a tour
  - Updating space policy
  - Discussion about priorities for office space
  - Departments allocate space to centers

- Specific MOUs should be checked out
  - Brock's DRG working on Sieg upgrades including lighting
  - Committee will edit policy and discuss at next faculty meeting
- Program Change for BS Data Science Option (Brock)
  - Change from CSE 491 Data Science and Society Seminar to SOC 225 Data Society
  - **Motion to approve change. Motion passes.**

#### New Business

- PhD Rotation for AY 2019-2020 (Julie/Pat)
  - Email sent out April 23 with new students. Please respond with your rotation choices
  - Students are also filling out survey
  - Plan to assign Autumn 2019 and Winter 2020 rotations
  - What about faculty who will be on sabbatical? Up to faculty member
  - Committee discussed concept of rotation in general.
    - Costs considerations were discussed
  - Reevaluate rotation program (reform not reevaluate)
    - Gather data from what other programs do
    - PhD committee will work this on

**Motion to go into executive session by Nadya, seconded by Daniela. Motion passes.**

#### Executive Session

- TT faculty search discussion (Daniela)
- Joint appointment discussion (David)

**Meeting adjourned**