

**HCDE Faculty Meeting Minutes**  
**May 29, 2019, 9:30-11:30 a.m.**  
**HUB 340**

Faculty present: Brock Craft, Andy Davidson, Leah Findlater, Dianne Hendricks, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, David McDonald, Nadya Peek, David Ribes, Jan Spyridakis, Kate Starbird, Jennifer Turns, Mark Zachry

Faculty Absent: Cecilia Aragon, Cindy Atman, Tyler Fox, Mark Haselkorn (sabbatical), Sean Munson (sabbatical), Daniela Rosner, Liz Sanocki, Linda Wagner

Others present: Erin Baker, Kathleen Rascon, Pat Reilly

Reminders/Announcements

- GSA & SA Dept BBQ, today, May 29, on Sieg patio from 4-7p
- 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
- CoE Dean candidate presentations are currently ongoing. Next session is tomorrow, May 30

**Motion for the Approval of Meeting Minutes from May 15, 2019 Faculty Meeting by Andy, seconded by Julie. Motion approved.**

Updates - Standing Committees & Chairs

- BS Program Update (Brock)
  - Small Group Instructional Diagnosis was done. No profound or deep problems found. Teaching approaches called out as strong. Brock will distribute report
- MS/UCD Program Update (Kathleen)
  - New class larger than anticipated to begin with. 70% say they will be full time.
  - Please consider getting DRG descriptions in soon, and running them in the afternoon. Be clear in the descriptions if they are open to first quarter students
  - Consider asking Adjuncts if they would be interested in running DRGs given how many faculty will be on sabbatical next year
- PhD Program Update (Julie)
  - 1 incoming PhD student starting in Winter quarter.
  - Debrief Phd Review process - no time to discuss first year student experience
  - PhD Resources website has been launched
  - Consider adding a General Exam question bank to the PhD Resources website
- Chair's Update (David)

Old Business

- Space policy discussion (Gary)

- Space Committee recommendation to vote on new space policy.  
**New Space Policy Approved**
- Gary will send out a survey regarding 1 year, temporary use of spaces on the 3rd floor of Sieg, for immediate needs
- New first year ENGR curriculum proposal (Andy)
  - Andy will bring the CEP new first year curriculum to the next BSPC meeting
  - BSPC will make recommendations and bring to the next faculty meeting

#### New Business

- Tenure Track Position Announcement (David)
  - Charlotte & Nadya will rework the “Successful Candidate” paragraphs and share with the rest of the faculty before the next meeting
  - Consider early December 2019 for the application deadline
  - The hiring committee for next year has not yet been appointed

**Motion to go into executive session by Jan, seconded by Gary. Motion passes.**

#### Executive Session

- Lecturer Part-time discussion and vote (Dianne) private ballot
- Affiliate faculty discussion and vote (David) private ballot
- Chair’s Executive Committee discussion and vote (David) private ballot
- Lecturer/Sr. Lecturer search discussion (David)