

HCDE Faculty Meeting Minutes
January 8, 2020, 9:30-11:30 a.m.
Sieg 332

Faculty present: Cecilia Aragon (via Zoom), Cindy Atman, Brock Craft, Andy Davidson, Kristin Dew, Leah Findlater, Tyler Fox, Dianne Hendricks, Julie Kientz, Beth Kolko, Charlotte Lee, Sean Munson, Nadya Peek, David Ribes, Irini Spyridakis (via Zoom), Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Mark Haselkorn, Gary Hsieh (sabbatical), David McDonald, Daniela Rosner (sabbatical), Kate Starbird (sabbatical)

Others present: Stacia Green, Pat Reilly, Liz Young

Reminders/Announcements

- Faculty Reading Group:
 - Jan. 16, 12pm, Sieg 329 (reminder to get lunch order in by Jan. 13)
 - April 16, 12pm, Sieg 332
- Dean's visit, Jan. 23, 1-3pm
- PhD Application Review, Jan. 29, 9-12, Sieg 332
- [Research Discussion Seminar](#), Mondays from 11:30-12:20 in Sieg 329
- [UX Speaker Series](#), Fridays from 11:30-12:20 in Savery 260
- [XR Day](#), March 3, 8:30-5pm
- PhD Visit Days, March 5 and 6
- MS Visit Day, April 6
- New role/research connections (Liz Young)
 - Can help with relationships with corporate partners (facilitate meetings, research opportunities, etc.), connecting companies that are interested in working with HCDE. Reach out to Liz with ideas/questions.
- Charlotte update on visiting distinguished lecture.
- HCDE Abroad approved for 2020

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Desired Outcome</u>
Approval of 12/11/2019 minutes	Motion to approve minutes by Beth, seconded by Tyler. 2 abstain. Motion approved.
BS Program Update	-Physical computing class reduced in size due to room change. Looking at other options. -BSPC students who need 1 class to graduate can walk at graduation -Discussing moving to a single admissions cycle. Will be following up at later faculty meeting.

MS/UCD Program Update	-Curriculum changes were all approved
PhD Program Update	-Rotation update—will discuss later in meeting
Chair Updates	<ul style="list-style-type: none"> -Summer classes update. Julie will send out more information. -CRA survey—let Julie know if you have start up -Design jam—looking for judges and mentors. Reach out to Julie. Julie will send more info. -Cluster hire proposal—\$4M for new faculty hires in College of Engineering. Look for email soon re: giving feedback for Dean. Add to Feb. 5 meeting to brainstorm ideas.

Old Business

<u>Topic</u>	<u>Desired Outcome</u>
Input on selection for assistant professor phone interviews	-Working on phone interview list and will finalize list Friday. Please give feedback, keeping in mind the rubric.
New lecturer search	-Deadline coming up. Please push out to social media, listserves

New Business

<u>Topic</u>	<u>Desired Outcome</u>
Tech & Makerspace committee	-Refresh on faculty computer policy. Please let Nadya know if you have any questions or feedback.
PhD Admission Commitments and funding - Rotations, other	<ul style="list-style-type: none"> -Rethinking rotations. Should have rotations of some sort. -Grant work needs to be considered. Expectation management with students needs to be clear. Offer letters need to be specific. -Suggestion to conduct phone interviews before admissions meeting

Motion to go into executive session by Jennifer, seconded by Linda. Motion approved.

Executive Session

<u>Topic</u>	<u>Desired Outcome</u>
Adjunct/Affiliate reappointments	--Discussion and vote, private ballots passed out