

HCDE Faculty Meeting Minutes

February 26, 2020, 9am-12pm

HUB 334

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

Faculty Absent: Cecilia Aragon, Gary Hsieh (sabbatical), Charlotte Lee, Daniela Rosner (sabbatical), David Ribes, Kate Starbird (sabbatical)

Others present: Stacia Green, Pat Reilly, Wendy Roldan

Reminders/Announcements

- Cluster hire brainstorming sessions. Please let us know if attending/ideas by using this [link](#):
 - February 27, 10 am-1 pm in HUB 145
- Faculty Reading Group:
 - April 16, 12pm, Sieg 332
- [Research Discussion Seminar](#), Mondays from 11:30-12:20 in Sieg 329 Put on faculty calendar
- [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, 2020.
- MS Visit Day, April 6

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Desired Outcome</u>
Approval of 2/5/2020 minutes	Motion to approve minutes by Beth, seconded by Sean. Two abstain. Motion approved.
BS Program Update	-Reviewing review process—let Brock know if you can help -Reviewing needs of program -New admissions process
MS/UCD Program Update	-Applications 2 nd round reviews due Friday -New registration process
PhD Program Update	-12 of the 14 accepted coming to PhD visit days -Rotations are matched -Design Thinking class in spring looking for faculty help for design panel. Let Cindy know if you are interested.

Chair Updates	<ul style="list-style-type: none"> -ExComm updates: 93% of DTC students got their first choice -Updates on personnel changes in dean's office -Space summit update -Open slots at Kinder Care -Funds to permanently expand BS program—perhaps look into ABET accreditation (general accreditation—I look into Olin, Northwestern accreditations).
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Old Business

<u>Topic</u>	<u>Desired Outcome</u>
Space Committee updates	<ul style="list-style-type: none"> -Updated Space Policy to discuss and vote on. Updated policy approved. -Sieg Hall 329 “Turquoise room”—turn into teaching space, similar to Design Lab. Finance committee discussed how much we can spend to do so. Don't need tall tables and add some chairs without arms -Tyler, Brock and Andy will work on this space with curriculum committee
Cluster Hire proposal	<ul style="list-style-type: none"> -Please review and put feedback on Google doc that will be shared. -Need more junior faculty -Leverage ABET accreditation potential? Connect it to education. -Articulate where the gap is and how dept can grow with hire (1+1=10) -Teaching: include services courses -Need for diversity courses -Brock, Andy—take a pass at drafting teaching part -Research statement critical -Jessica Kaminsky agreed to be co-lead

New Business

<u>Topic</u>	<u>Desired Outcome</u>
MS HCDE Diversity Fellowship	<ul style="list-style-type: none"> -Diversity committee working on proposal for diversity fellowship that will match GOMAP fellowship -Incoming students eligible and will receive invitation -Committee will need to be formed to review applications -Leah to share draft text -Finance committee worked out increases to MS program and that will help to fund fellowships -Working on dept climate assessments as well. Look for survey soon.
Public Records request	<ul style="list-style-type: none"> -Request for syllabi since 2016 -please send syllabi to Alex. 1 syllabus per course. -Dean mentioned offering FOIA training for faculty

Hiring internal candidates	-Teaching—having internal candidates make more sense -Be clear in ads what looking for (rubrics)
HCDE London Study Abroad	-Recap of 2019 program -Captions need to be added to video and use for anniversary party -Doing 2020 program -Cost—scholarships are available (cost reduced from last year) -CoE interested in more study abroad programs. Let Julie know if you are interested in proposing one.

Motion to go into Executive Session by Tyler seconded by Mark H. Motion passes.

<u>Topic</u>	<u>Desired Outcome</u>
Assistant Professor search	-Discuss candidates
Lecturer search	-Will bring suggested list for on campus visits at March 11 meeting
Affiliate/Adjunct Appointments	-Discuss new adjunct and adjunct/affiliate reappointments. Private ballots passed out.