

## HCDE Faculty Meeting Minutes

April 22, 2020, 9am-12pm

Via Zoom

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

Faculty Absent: Gary Hsieh (sabbatical), Daniela Rosner (sabbatical), Kate Starbird (sabbatical)

Others present: Erin Baker, Melissa Ewing, Stacia Green, Leah Pistorius, Pat Reilly, Liz Young, Caitie Lustig, Negin Alimohammadi, Josephine Hoy

### Reminders/Announcements (5 minutes)

- [Research Discussion Seminar](#), Mondays from 11:30-12:20:  
<https://washington.zoom.us/j/465440360>
- Cindy's link, re: thoughts/info on going [virtual](#)
- Charlotte's research project (Charlotte) Set up Slack channel for Rapid grants
- HCDE new brand portal: <http://hcde.uw.edu/brand> (Leah P.)
- Alumni Leadership Board Event-LOOP (Melissa)
- Please take Space Committee survey by April 29:  
<https://forms.gle/nMAPFtx71nNB7WLC8>

### Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	
Approval of 4/1/2020 minutes	<b>Motion to approve faculty meeting minutes by Andy, seconded by Beth. 1 abstain. Motion approved.</b>
BS Program Update	-102 applications for next year, second cycle, will use DTC rubric. Reviewers: try to get reviews in by May 1. -HCDE 231 to ENGR 231--looking into folding HCDE into ENGR. -Piloting normalizing a selection of BS classes so they fit in UW schedule: HCDE 308, 318, 411--two two-hour sections and test session.

MS/UCD Program Update	-Late start for some and pushing some classes to spring.
PhD Program Update	-New cohort update
Diversity Committee	-Masters diversity fellowship program has been a success. Two matching GOMAP fellowships were offered. -Looking into different ways to support dept during this time -Charlotte doing the Samuel E. Kelly Ethnic Cultural Center Spring faculty spotlight
Chair Updates	-Awards and mentoring--fund lunches for individual and mentoring groups, continue individual mentoring meetings. -Update on int'l collaborations: if doing any int'l research, please make sure to put them on your CV: Disclose, disclose, disclose. How far back should we go? Julie will follow up. Share Mary's slides. Should also add honorarium. Do this going forward at least. -Reminder about ABET Task Force. Summer work on pre-application--potentially some salary might be available for this work. -Merit review: We are looking into different ways to run meeting. Promotable colleagues should have priority.

**Old Business**

<u>Topic</u>	<u>Desired Outcome</u>
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<p>COVID-19 Updates</p>	<ul style="list-style-type: none"> <li>-Provost's office: any offers after April 11 must be approved by provost first. Hires must be mission critical.</li> <li>-We should be prepared for up to 10% cuts to general operating fund. Finance oversight committee will be looking at the budget in detail. Enrollment issues could affect this. Curriculum committee is looking at different scenarios as well. Research funding could also be affected.</li> <li>-Graduation Task Force: Andy, Beth, and Melissa to figure out how we want to do graduation. If you have ideas, please let them know.</li> <li>-Course evaluations are opt-in (but make sure you have at least one each year). Make sure to contact Alanna with any changes.</li> </ul>
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**New Business**

<u>Topic</u>	<u>Desired Outcome</u>
<p>Reminder about graduation awards</p>	<p>-Three awards for UG and graduate. Will be soliciting nominations--look for an email soon.</p>
<p>XR Day: XR day: reviews, benefits, ideas for the future</p>	<ul style="list-style-type: none"> <li>-Update on March 3 program. Thanks to Liz Young and Leah Pistorius for all their work on this and for Melissa Ewing stepping in on her second day.</li> <li>-STMicroelectronics was very pleased with the event and would like to do it again. Wants to grow UW and HCDE relationships.</li> <li>-Would like more faculty feedback. Is this a good use of time? Increase revenue with higher industry fee? Idea for sessions: XR for remote classroom teaching; diversity and accessibility. Partner with MHCI+D.</li> <li>-Other partnership potential--Amazon, Microsoft, Oculus</li> <li>-Goals for next year might be different than this year</li> <li>-Aligning this with our strategic goals</li> <li>-Now that we have had one event, other departments might be more interested in collaborating with us</li> <li>-Interested? Or have more feedback? Please let Melissa know.</li> </ul>

**Motion to go into Executive Session by Brock, seconded by Nadya. Motion Approved**

## Executive Session

<u>Topic</u>	<u>Desired Outcome</u>
Assistant Professor search	-update
Lecturer search	Discussion and vote