

HCDE Faculty Meeting Minutes Draft

June 4, 2025

Sieg 329 and Zoom: <https://washington.zoom.us/j/93984963412>

Faculty present: Arpita, Cindy Atman, Katya Cherukumilli, Brock Craft, Sayamindu Dasgupta, Leah Findlater, Tyler Fox, Sucheta Ghoshal, Shana Hirsch, Gary Hsieh, Cayla Key, Julie Kientz, Beth Kolko, Charlotte Lee, Alan Marks, Sean Munson, Ana Pinto da Silva, David Ribes, Daniela Rosner, Kate Starbird, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Cecilia Aragon, Sarah Coppola (on leave), Mark Haselkorn, David McDonald, Nadya Peek

Others present: Stacia Green, Meghan Oxley, Alanna Daniels, Summer Dela Cruz Parkes, Kathleen Rascon

Reminders/Announcements (5 minutes)

- Save the date:
 - Tonight!! Graduation, Wed, June 11, 6-8pm, HUB Ballroom
 - MHCI+D Capstone Showcase, Thursday, August 14, 5:00-7:00pm
 - MHCI+D Graduation, Friday, August 15, 9:00am-12:00pm
 - Save the Date: HCDE Fall Retreat, Sept. 19, 2025
- Updates on projects, grants, classes, research

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 6/4/2025 minutes	-Motion to approve 6/4/2025 faculty meeting minutes by Brock, seconded by Ana. Motion approved. 15 yes, 0 no, 4 abstain.

Administrative Updates	-SIG Building closed next week, Husky card access only – please plan deliveries accordingly. Jane is OOO and no student assistants. -Summer Quarter Main Office hours (starting <u>next Monday</u>) are M-Th 9-3p, closed Fridays. -Effective <u>July 1</u>, HCDEPayMe is phasing out à transitioning to SEPR@uw.edu Shared Environment Payroll and Recruiting. Email forthcoming from SEPR regarding this transition. Fiscal Team will be reduced from 3 FTE to 1.5 FTE to include a transition to ESE. -We are undergoing a slow rollout of the transition to ESE starting with our students and staff, and then eventually faculty. What does a transition to ESE mean? <i>Most</i> fiscal requests (reimbursements, purchasing, invoice payments) will now be requested by UW Connect Ticket and processed by ESE. Approvals, worktags will still need to be requested via HCDEFiz. HCDEFiz will continue to provide support and guidance during the transition. More communications will be coming out over the next few weeks
BS Program Update	-Will be talking about ABET items later in the meeting
MS/UCD Program Update	-Created a resource for developing and using generative AI for writing: what we are looking for, what we want to see, etc. -Admissions for next AY: 146 so far, not quite half are on visa.
PhD Program Update	-Still working through the annual review letters. If you have edited a draft and it's okay to send, please update document. Hope to send letters next week. -Suspend admissions for AY 2026: Process to go through if suspend or go to every other year. Need to get message out by Aug. 1—website update, application suspension, etc. -If suspended, some PhD classes would not be offered, visit days wouldn't happen and would have cost saving.
HCID updates	-51 accepted students (about 50% on visa) for next cohort -Focus groups with alumni -Checkout Leadership Tomorrow
DEI Committee	-Link to slides for discussion:
Research updates	-Provost update on research, being proactive, communication updates
Chair Updates	-No updates

Break

S/D/G= Sharing Information, Decision, Gather Input

Old Business

<u>Topic</u>	<u>Desired Outcome</u>
Draft faculty sabbatical policy	-Discuss draft sabbatical policy and vote << link to document >> Policy approved. 17 yes, 0 no, 2 abstain
Draft faculty workload policy	-Discuss draft Workload policy and vote<< link to document >> Policy approved. 16 yes, 0 no, 1 abstain
BS Program annual review	-Update on BS Program, continued from 6/4/2025 meeting -Continued discussions on seven student outcomes/expectations at 80% of HCDE students with continuous improvement -Set the criteria for all 7 student outcomes to 80% -Add benchmarking for grades? -Vote link sent for 80% outcome for students Policy xx. 12 yes, 0 no, 3 abstain (not enough to pass)

Executive Session

<u>Topic</u>	<u>Desired Outcome</u>
Affiliate faculty appointment	-Discuss and private vote

Motion to adjourn by Beth, seconded by Daniela. Motion approved.