

HCDE Faculty Meeting Minutes draft  
October 1, 2025  
Sieg 329 and Zoom: <https://washington.zoom.us/j/97532496066>

Faculty present: Cecilia Aragon, Arpita, Cindy Atman, Katya Cherukumilli, Sayamindu Dasgupta, Leah Findlater, Tyler Fox, Sucheta Ghoshal, Mark Haselkorn, Shana Hirsch, Gary Hsieh, Cayla Key, Julie Kientz, Beth Kolko, Alan Marks, David McDonald, Sean Munson, Nadya Peek, David Ribes, Daniela Rosner, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Brock Craft (on leave), Charlotte Lee (on leave), Kate Starbird

Others present: Stacia Green, Meghan Oxley, Summer Dela Cruz Parkes

Reminders/Announcements (5 minutes)

- Research seminar, Thursdays at 4:30pm, Sieg 134
- Save the date (now please): Please hold on your calendar!
  - Strategic Planning meeting, January 21, 2026, 9-1pm
  - PhD review, May 20, 2026
  - Merit review, May 29, 2026
  - Capstone Showcase, June 3, 2026, 3-7pm
  - Graduation, June 12, 2026, 10am-12pm
- Updates on projects, grants, classes, research

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 6/11/2025 & 9/22/2025 minutes	-Motion to approve 6/11/2025 and 9/22/2025 faculty meeting minutes by Jennifer, seconded by Nadya. <b>Motion approved for both. 6/11/2025 vote: 15 yes, 0 no, 2 abstain. 9/22/2025 vote: 16 yes, 0 no, 1 abstain.</b>

<u>Topic</u>	<u>Notes</u>
BS Program Update / ABET	-Smaller DTC placement -Let Meghan know if you have a student not showing -Career events for HCDE, Melissa sent out a flyer-please remind students about these events

MS Program Update	<ul style="list-style-type: none"> <li>-Orientation for both MS/UCD students</li> <li>-Working on agendas for meeting</li> </ul>
Certificate Programs	<ul style="list-style-type: none"> <li>-AI Cert update: have instructor for winter quarter. Big shoutout to Kathleen and Dion for getting it set up!</li> </ul>
PhD Program Update	<ul style="list-style-type: none"> <li>-Thank you to everyone who participated in PhD orientation, we welcomed 11 new students, 4 are on NSF funding. Make sure you are checking in with them if you are a rotation mentor. If you have not already, invite for a lab visit.</li> <li>-Equipment survey will be going out shortly, we ask that you check out the lab assignment document to update your lab spaces and desk usage to make sure all students are accounted for.  <a href="https://docs.google.com/document/d/1uoDNe5uFMU85LZuwqjlylBU5ost--EbCfMwoncnQyjvY/edit?tab=t.0">https://docs.google.com/document/d/1uoDNe5uFMU85LZuwqjlylBU5ost--EbCfMwoncnQyjvY/edit?tab=t.0</a></li> <li>-The progression chart has been updated for this Academic year- if while looking at it you notice the committee members names are out of date, or milestone progress is incorrect please update or contact Kathleen. Remember, this is a shadow system from data in MyGrad and it should match what is listed in MyGrad.</li> <li>-To prepare for prelims, we are hosting a 2nd year cohort meeting on 10/10 if anyone would like to join. Additionally, we are hosting a "welcome to your 3rd year!" cohort meeting on 10/31. Both are happening in 420 at 1030am.</li> </ul>
Teaching track search	<ul style="list-style-type: none"> <li>-Please share the ad</li> </ul>
Executive Education	<ul style="list-style-type: none"> <li>-Working on executive education workshop with Microsoft. Beth and Linda working on a model for this new revenue stream</li> </ul>
Chair Updates	<ul style="list-style-type: none"> <li>-Microsoft Giving month-doing a campaign within Microsoft for HCDE Alumni to give</li> <li>-If you have issues with your teaching schedule, please check with Julie.</li> <li>-Committee chairs-Julie working on a charge letter</li> <li>-IEB tour-working out how to share space with ISE</li> <li>-Committee assignments still ongoing-looking at additional reviews for new AI certificate</li> </ul>

*Break*

## Old Business

<u>Topic</u>	<u>Desired Outcome</u>
Set criteria for all 7 student outcomes to 80%	-Vote carry over from 6/11/2025 meeting. <b>Motion approved. 16 yes, 0 no, 4 abstain.</b>

## Discussion Items

<u>Topic</u>	<u>Desired Outcome</u>
UW Title IX and other civil rights resources and reporting merged	<p>-All faculty are now designated reporters</p> <p>-All reporting is now in a single reporting form</p> <p>-There are also some notable exceptions in the requirement to report:</p> <ul style="list-style-type: none"> <li>• Research that is IRB-approved or IRB-exempt</li> <li>• Written academic assignments or classroom discussions</li> <li>• Scholarship or award applications</li> <li>• Applications for admission to the University</li> <li>• Trainings or outreach events focused on discrimination, harassment, or sexual misconduct</li> <li>• Journalistic reporting on topics of public interest for recognized media organizations (e.g., KUOW, The Daily)</li> </ul> <p>-Student employees/TAs are not considered mandatory reporters unless a supervisor</p> <p><a href="https://wellbeing.uw.edu/livewell/services/confidential-advocacy/">-https://wellbeing.uw.edu/livewell/services/confidential-advocacy/</a></p>
Teaching track search	<p>-Committee looking for high-level advice on areas of expertise to hire</p>
[As needed] Operational questions about the federal government shutdown	<p>-Let Julie or Sean know if you have any questions</p>
Accessibility requirements	<p><a href="https://www.washington.edu/accesstech/help/">-https://www.washington.edu/accesstech/help/</a></p> <p>-Check out DEI tool kit</p> <p>-What will be the first things that are targeted for April 2026 implementation?</p> <p>-Use one of the special meetings for a working session on materials</p> <p>-What are the priorities?</p> <p>-Julie to send slide deck with helpful tips</p>

**Motion to go into Executive Session by Daniela, seconded by Linda. Motion approved.**

Executive Session

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

**Motion to adjourn by Arpita, seconded by everyone. Motion approved.**