

HCDE Faculty Meeting notes

October 29, 2025

Sieg 329 and Zoom: <https://washington.zoom.us/j/97532496066>

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

Faculty Absent: Brock Craft (on leave), Tyler Fox, Beth Kolko, Linda Wagner,

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

Reminders/Announcements (5 minutes)

- Research seminar, Thursdays at 4:30pm, Sieg 134
- Save the date (now please): Please hold on your calendar!
 - HCDE holiday party, Wed, December 10, 4-7pm, HUB bowling alley
 - Strategic Planning meeting, January 21, 2026, 9-1pm
 - PhD spring prelims, 9am-1pm, April 24, 2026
 - PhD review, 9am-1pm, May 20, 2026
 - Merit review, 9am-1pm, 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 10/01/2025 minutes	-Motion to approve 10/012025 faculty meeting minutes by Daniela, seconded by Sucheta. Motion approved. 14 yes, 0 no, 2 abstain.

<u>Topic</u>	<u>Notes</u>
BS Program Update / ABET	-If you are running a DRG that includes both grad students and undergrads, please have the undergrads register under HCDE 496 so that the course will apply appropriately to their experiential learning requirement. -Reminder to refer to any students with inquiries related to registration to

	<p>the appropriate program adviser and try to avoid making promises to students about their ability to register for a class without consulting advising.</p> <p>-If you are planning to offer a DRG in Winter, please remember to review the DRG Policy on the HCDE Intranet. Please aim to post Winter DRGs by 11/01 and notify students of decisions by 2 weeks before the quarter begins. Remember also that HCDE undergraduates have an experiential learning requirement and DRGs are the most common way that students satisfy that requirement; asking students whether they have filed to graduate this year and whether they still need EL credits to graduate in your DRG applications is strongly recommended so that you can have that information when making DRG decisions.</p> <p>-The UW Registrar has announced that grade changes requested after the quarterly grading deadline will now take an average of 2-3 weeks instead of a few days. Based on this change, please remember to submit grades on time since grades submitted late could delay a student's graduation.</p> <p>-Ten 3-D Printers in the IEB available for our use. Alan will be meeting with Dan Ratner to discuss utilization and will report back.</p>
MS Program Update	<p>-Review of past application cycle and looking at changes</p> <p>-Checking how to manage new certificate</p>
Certificate Programs	<p>-Priority deadline last work</p> <p>-11 complete applications</p> <p>-Still hoping to get more applications and will do an advertising push</p>
PhD Program Update	<p>-Meetings with 2, 3 year to make sure they are on track with milestones</p> <p>-If you are working with a 4th that hasn't passed general, please touch base about scheduling for next quarter. If not taken next quarter, they go on alert</p> <p>-Reminder no PhD applications this cycle-</p>
Research Committee	<p>-Join us for the research lunches-</p>
Chair Updates	<p>-Committee chairs-please send feedback on charge</p> <p>-Give updates at faculty meetings</p> <p>-Strategic planning is moving along. Faculty/Staff meeting on January 21, 9-1</p> <p>-Being asked to model 5-10% budget cuts. Working with Summer on coming up with a plan</p> <p>-Provost has called an UW faculty meeting. Will get update when I have it.</p>

Break

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

Old Business

<u>Topic</u>	<u>Desired Outcome</u>
Teaching track search	-68 applications as of priority deadline -Aiming to be done with first pass by Friday -Hope to get to 25 top applications -3-4 site visits for early December

<u>Topic</u>	<u>Desired Outcome</u>
PhD Final Quarter Tuition Coverage	-Can apply for financial support to cover the costs of tuition (for two credits) in lieu of receiving an ASE quarterly appointment. In circumstances where students have funding quarters remaining under the HCDE funding guarantee but have personal or professional reasons to decline an HCDE ASE appointment, they may apply for the HCDE PhD Final Quarter Tuition Coverage. -Would cover the following: <ul style="list-style-type: none"> • Operating fees (UW tuition) for 2 credits • Building Fee • Technology Fee • U-PASS Fee -Motion approved. 17 yes, 0 no, 1 abstain

New Business

Discussion Items

<u>Topic</u>	<u>Desired Outcome</u>
Peer Teaching Evaluations	<ul style="list-style-type: none"> -Tried to add a scaffolding element and self-reflection -Please let Faculty Support committee know if you have any questions
Shared services	<ul style="list-style-type: none"> -How do we work best with shared services & what to do if you have a concern with a specific transaction/need? -Latest experiences and strategic concerns -Timeline depends on the volume they received -What can we do to make it easier on us and the process? -Send Julie or Summer a little blurb on your shared experience with shared services

Motion to adjourn by Arpita, seconded by Nadya. Motion approved.