

Draft HCDE Faculty Meeting Minutes

October 7, 2020, 9:30-11:30am

Via Zoom <https://washington.zoom.us/j/91509254486>

Faculty present: Cecilia Aragon, Cindy Atman, Sarah Coppola, Brock Craft, Kristin Dew, Leah Findlater, Tyler Fox, Mark Haselkorn, Dianne Hendricks, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, Sean Munson, Nadya Peek, David Ribes, Daniela Rosner, Irini Spyridakis, Kate Starbird, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Andy Davidson, David McDonald (sabbatical),

Others present: Erin Baker, Stacia Green, Kathleen Rascon

Reminders/Announcements (5 minutes)

- A Discussion with the Center for an Informed Public about the Upcoming U.S. Elections, 4-5pm today, [register](#):
- Research Discussion Seminar, Monday from 11:30-12:20:
<https://washington.zoom.us/j/98336985529>
- HCDE Career Fair, <https://www.hcde.washington.edu/cap/career-fair>, Friday, Oct. 16, 12-3pm
- How is Getting an Engineering Degree Like Learning How to Fly Upside Down? A Conversation with Professor Cecilia Aragon, Oct. 27, 5:30pm,
https://washington.zoom.us/webinar/register/WN_7SCID7T5RHKeY72z5yQVSw
- HCDE Alumni & Research Town Hall, Nov. 19, 12:30-2pm (registration not open yet)

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 6/3/2020 minutes	-Motion to approve 6/3/2020 faculty meeting minutes by Jennifer, seconded by Brock. 3 abstain. Motion approved.
BS Program Update	-74 new students this fall. -Dropping winter admissions cycle to put us inline with CoE admissions. Will bring 1503 to next faculty meeting. -2 successful online classes this summer -Spring quarter will have new course: Human Data Interaction--open to all UW students -Looking at regulating time classes are offered to make more consistent -Will be discussing DTC numbers with CoE
MS/UCD Program Update	-124 new students this fall -45 deferrals because of COVID

	<ul style="list-style-type: none"> -Looking at admissions processes -Looking at diversifying admissions committee -New curriculum this year
PhD Program Update	<ul style="list-style-type: none"> -Nov. 13 and 20 for prelims--schedule poll to come next week -8 of 9 new PhD students enrolled. Hopefully 9th will join next quarter. -Updated pathway to HCDE MS for PhD students
Diversity Committee	<ul style="list-style-type: none"> -Climate assessment, consultant set to help with student assessments when pandemic hit. -Learning more about UW climate assessment soon -Looking into Anti-racist and sexual harassment trainings -Reminder about Book club (thanks Daniela!). Please sign up. -Facilitator training in winter quarter--let Leah know if you are interested -DEI mini grant ideas--drafting application process now -Working on anonymous feedback mechanism
Chair Updates	<ul style="list-style-type: none"> -Open office hours, Mondays, 4-5pm (on faculty calendar with Zoom link) -Retreat debrief--committee chairs please look at ideas for committee work -Take a look at strategic plan before committee meetings -Leah P. is working on adding web site for committees -Each HCDE committee should have their own listserv -ExComm meetings continued over summer: CoE redoing strategic plan--DEI is big part of that. Associate Dean search for DEI. -New Cluster hiring--encourage proposals from this last year to resubmit -If need backup/support, please reach out to Julie

Old Business

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

New Business

<u>Topic</u>	<u>Desired Outcome</u>
CoE Council	<ul style="list-style-type: none"> -Appoint CoE Council reps--need to vote for HCDE reps on these committees. (add these to our committee assignments) -Gary, CoE College Council (approved) -Mark Z, CoE P&T Council (approved) -Andy, CoE COE (approved)

Course Buyout policy	<ul style="list-style-type: none"> -Update policy, increased cost for class buyout -What if current proposals have the old amount and aren't implemented until next AY? -What is the cost to replace a faculty member and hire a part-time lecturer? Not really a 1 to 1 -What if you have service release and research buyout? Service release s/b at lower rate and research at higher rate? -Two buyouts should be allowed -Table discussion of policy and have the Workload task force work on this
Affiliate / Adjunct Engagement	<ul style="list-style-type: none"> -One of our goals in Strategic plan is to engage more with affiliate and adjunct faculty -New HCDE-affiliate/adjunct listserv -Send engagement ideas to Julie -DRG learning goals should be outlined -They get voted on each year -Think more creatively on how they can benefit our students

Motion to go into executive session by Beth, seconded by Tyler. Motion approved.

Executive Session

<u>Topic</u>	<u>Desired Outcome</u>
Affiliate Appointment	Discussion/private vote
Graduate Faculty Appointment	Discussion/private vote
Chair's Executive Committee	Discussion/private vote

Motion to adjourn by Beth, seconded by Julie. Meeting adjourned.