

## HCDE Faculty Meeting Minutes Draft

February 17, 2021, 10:30-11:30am

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

Faculty present: Cecilia Aragon, Sarah Coppola, Brock Craft, Andy Davidson, Kristin Dew, Leah Findlater, Tyler Fox, Sucheta Ghoshal, Mark Haselkorn, Dianne Hendricks, Gary Hsieh, Julie Kientz, Charlotte Lee, Sean Munson, Nadya Peek, David Ribes, Daniela Rosner, Kate Starbird, Jennifer Turns, Mark Zachry

Faculty Absent: Cindy Atman, Beth Kolko, David McDonald (sabbatical), Irini Spyridakis, Linda Wagner

Others present: Susan Carpenter-Brandt, Melissa Ewing, Stacia Green, Leah Pistorius, Kathleen Rascon, Abigale Stangl

### Reminders/Announcements (5 minutes)

- Sustained Dialogue mentor training, Fridays, Jan. 8-March 12, 9:30-11am
- PhD Admissions meeting, Feb. 3, 2021, 9-12
- HCDE Town Hall, Feb. 25, 4pm, Register [here](#)
- PhD Visit Days, March 4 & 5
- Reminder: to fill in the HCDE Collaborations list: [link](#) (This is ongoing to help us track the number and types of collaborations we have over the years.)
- Save the date:
  - PhD review meeting, May 14, 2021
  - Merit review meeting, May 21, 2021

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

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

<u>Topic</u>	<u>Notes</u>
Approval of 1/27/2021 minutes	<b>-Motion to approve 01/27/2021 faculty meeting minutes by Nadya, seconded by Tyler. 2 abstain. Motion approved.</b>
BS Program Update	-Reviewed applications, 10 prospective students identified. -Summer cycle coming up in March
MS/UCD Program Update	-Second cycle of application reviews -Town Hall update

PhD Program Update	-Thanks for all your admissions work. Several have already confirmed. -PhD Visit Days March 4 and 5. Agenda forthcoming. Think about timing in joining your labs.
Diversity Committee	-Working on initiatives. -Would like to hear feedback about Dr. Anu's workshops
Chair Updates	-CoE cluster hiring update. Due March 12 but might be extended. Several possibly with HCDE participation. -Administrator search update. Thanks to Susan for stepping in while we are searching for new Administrator. -Students coming on to campus in spring quarter. Jane will be setting up mechanisms to have that happen. Strict protocols will be enforced.

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

**Old Business**

<u>Topic</u>	<u>Notes</u>
Space Committee	-Please look at all documents committee has sent out. Reach out to Julie/Cecilia if questions/issues. -Please have all feedback, including if needing shelves, moving furniture, etc. to them soon. -Suggestion of labs having their own space policy. Sean will share document.

**New Business**

<u>Topic</u>	<u>Notes</u>
Faculty Retention Policy	-Department policy required by faculty code -Discussed draft policy. -Clarify what is peer institution -Tabled until next meeting.

**Motion to adjourn meeting by Cecilia, seconded by Tyler. Motion passes.**