

## HCDE Faculty Meeting Minutes DRAFT

March 10, 2021, 9:30-11:30am

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, Beth Kolko, Charlotte Lee, Sean Munson, David Ribes, Daniela Rosner, Kate Starbird, Irini Spyridakis, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Cindy Atman, David McDonald (sabbatical), Nadya Peek

Others present: Zoe Bartholomew, Susan Carpenter-Brandt, Melissa Ewing, Stacia Green, Kathleen Rascon, Liz Young

### Reminders/Announcements (5 minutes)

- MS Visit Days, March 17 (12-2pm), 24 (5-7pm) and 31 (5:30-6:30pm)
- [Design Jam + Workshop for Social Good](#), April 8-12
- CoE Dean's Medal nominee [Feedback reminder](#) by March 15
- Save the Dates:
  - PhD Review, May 14, 9-1
  - Merit Review, May 21, 9-3 (pending Workload committee recommendations)

**Advancement Presentation:** Zoe Bartholomew, Assistant Director of Advancement-Individual Giving, and Liz Young, Associate Director, Corporate & Foundation Relations

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

<u>Topic</u>	<u>Notes</u>
Approval of 2/17/2021 minutes	<b>-Motion to approve 02/17/2021 faculty meeting minutes by Daniela, seconded by Tyler. 2 abstain. Motion approved.</b>
BS Program Update	-Talking to instructors in BS program re: ABET process -2:30-4:00 meeting 3/11/2021 to look at admissions process. All welcome to attend. -Talking to CoE about DTC acceptance level. -Spring admissions cycle starts Monday.
MS/UCD Program Update	-Admissions update: 1,024 applications.

PhD Program Update	<ul style="list-style-type: none"> <li>-Thanks for participating in Visit Days. 1 decline, 5 accepts so far.</li> <li>-Prelims email sent on Monday.</li> <li>-Keep an eye out for PhD admissions survey process.</li> <li>-Nominations for Presidential fellowship support due Friday.</li> </ul>
Tech & Maker Space	<ul style="list-style-type: none"> <li>-Some new laptops available for check out. Scott adding them to the reservation system.</li> <li>-HCDE 533 will have a few 3D printers available</li> <li>-Slack: discussed what it would take to have paid version. Reminder that all discussions on paid or unpaid Slack could be requested as FOIA request.</li> <li>-Reminder that MS Teams is a UW supported system that is FOIA compliant.</li> <li>-For formal administrative and other dept communications, MS Teams should be used.</li> </ul>
College Council	<ul style="list-style-type: none"> <li>-Update on policy for retention offers.</li> </ul>
Diversity Committee	<ul style="list-style-type: none"> <li>-Doing follow up after Dr. Anu's workshops. Please reach out to committee if any follow-up or questions. Daniela will be stepping in as chair.</li> <li>-Discussion on anonymous feedback form. Will take back to committee.</li> </ul>
Chair Updates	<ul style="list-style-type: none"> <li>-PCE/Continuum College proposing new financial model.</li> <li>-New DEI associate dean joining CoE soon.</li> <li>-Administrator search update.</li> </ul>
CEP	<ul style="list-style-type: none"> <li>-Fall plans still up in the air.</li> </ul>

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

**Old Business**

<u>Topic</u>	<u>Notes</u>
Space Committee	<ul style="list-style-type: none"> <li>-Review move schedule.</li> <li>-Jane has photos of spaces and can also set up Facetime meeting if you want to view space.</li> <li><b>-Vote to accept committee recommendations approved</b></li> </ul>
Faculty Retention Policy	<ul style="list-style-type: none"> <li>-Discussion on department policy. Diversity Committee will review draft and make suggested edits.</li> </ul>

**New Business**

<u>Topic</u>	<u>Notes</u>
Mikey Award and Graduation Speaker	-Tabled until next meeting.

**Motion to go into executive session by Daniela, seconded by Brock. Motion approved.**

**Executive session**

<u>Topic</u>	<u>Notes</u>
Affiliate and Adjunct New Appointments	-Discuss and vote. Private vote link sent.

**Motion to adjourn meeting by Beth, seconded by Brock. Motion approved.**