

## HCDE Faculty Meeting Minutes Draft

May 19, 2021, 9:30-11:30am

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

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

Faculty Absent: Leah Findlater, David McDonald (sabbatical), Irini Spyridakis

Others present: Summer Parkes, Melissa Ewing, Stacia Green, Shana Hirsch

### Reminders/Announcements (5 minutes)

- Save the Dates:
  - Merit Review, May 21, 9-1 (<https://washington.zoom.us/j/96493821830>)
  - ABET Working session, May 28, 9-12
  - Capstone Showcase, June 7 and 8 (Melissa would like a few minutes)
  - HCDE Graduation, June 9, 2pm
- Lunch to discuss faculty input on HCDE return to campus (today at noon!), <https://washington.zoom.us/j/91509254486>
- Record your own personal video for graduates here: <https://app.vidhug.com/congratulations-hcde-class-of-20/SJDpCKddu/record>
- Record video for graduation right before break

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

<u>Topic</u>	<u>Notes</u>
Approval of 4/21/2021 minutes	<b>-Motion to approve 4/21/2021 faculty meeting minutes by Andy, seconded by Beth. 2 abstain. Motion approved.</b>
BS Program Update	<ul style="list-style-type: none"><li>-Ready to go with UG cohort of 80 in the fall. 25% are transfers/interesting changers</li><li>-Strategic review by BSPC last meeting, will do a full look at program. Contact Brock if concerns/issues.</li><li>-Still making adjustments to classes offered with influx of DTC students</li><li>-ABET working meeting next Friday on educational outcomes. Please attend.</li><li>-Please take a moment to acknowledge seniors in your classes.</li></ul>

MS/UCD Program Update	<ul style="list-style-type: none"> <li>-A warm congrats to graduating MS students would be appreciated.</li> <li>-Deeper dive into application process/metrics.</li> <li>-Adding diversity statement for application of dept. fellowships</li> </ul>
PhD Program Update	<ul style="list-style-type: none"> <li>-Thanks to everyone for reviewing last week. A reminder that draft letters are due this Friday.</li> <li>-Discussing salary for PhD students, looking into options.</li> <li>-Working on lab space assignments for next year.</li> <li>-Please check out to the email on feedback for new CoE Strategic plan.</li> </ul>
Graduation Committee	-Planning is easier this year. Graduation speaker Julie Zhuo, Mikey Award is Daniella Kim.
Diversity Committee	<ul style="list-style-type: none"> <li>-13th mini grant submitted. And money coming in, thanks to Zoe.</li> <li>-Diversity Committee elections are now open.</li> </ul>
Chair Updates	<ul style="list-style-type: none"> <li>-Faculty support for additional service policy update</li> <li>-Policy dashboard update</li> <li>-Continuum College fee change update</li> <li>-Erlin Solutions finished with their CoE work.</li> <li>-Associate Dean of DEI Karen Thomas-Brow: open to making her affiliate faculty and eventually graduate faculty. Reach out to Julie if questions/concerns. Will discuss and vote next meeting.</li> </ul>

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

### **New Business**

<u>Topic</u>	<u>Notes</u>
HCID hire	<ul style="list-style-type: none"> <li>-Would like to try and have a 2nd TT hire.</li> <li>-Working on their strategic plan. Hiring another TT would give the director another leader level</li> <li>-TT hire would need to be home at another dept.</li> <li>-Discussion if HCDE would consider to be the lead unit.</li> </ul>
UCD certificate curriculum changes	<ul style="list-style-type: none"> <li>-Add two courses to spring UCD cycle</li> </ul> <b>Motion to approve UCD curriculum changes recommended by MSPC. 2 abstain. Motion approved.</b>
2021 Student Graduation Awards	<b>-Motion to approve student graduation award recommendations by Awards &amp; Mentor committee. Motion approved.</b>

Change HCDE 321 to a distance learning model	-Approve HCDE 321 as distance learning model recommended by BSPC. Get more feedback from committee. Tabled until next faculty meeting.
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**Motion to go into executive session by Beth, seconded by David. Motion approved.**

<u>Topic</u>	<u>Notes</u>
New Adjunct appointment	-Discuss new Adjunct Assistant Professor appointment. Motion to approve new Adjunct Assistant Professor by Julie, seconded by Jennifer. Private vote.

**Motion to adjourn by Beth, seconded by Andy. Motion approved.**