

**HCDE Faculty Meeting Minutes draft**  
**October 6, 2021, 9:30-11:30 a.m.**  
**Sieg Building 332**

<https://washington.zoom.us/j/96196665441>

Faculty present: Cecilia Aragon, Sarah Copplola, Brock Craft, Kristin Dew, Leah Findlater, Tyler Fox, Sucheta Ghoshal, Mark Haselkorn, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, David McDonald, Sean Munson, Nadya Peek, David Ribes, Daniela Rosner, Irini Spyridakis, Kate Starbird, Jennifer Turns, Mark Zachry

Faculty Absent: Cindy Atman (sabbatical), Andy Davidson (sabbatical), Linda Wagner

Others present: Melissa Ewing, Stacia Green, Summer Parkes, Leah Pistorius, Kathleen Rascon

Reminders/Announcements (5 minutes)

- Capstone sponsors needed
  - Melissa to set up Google doc for speaker recommendations
- XR Day, Nov. 18

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

Topic	Notes
Approval of 6/9/2021 minutes	<b>-Motion to approve 6/9/2021 faculty meeting minutes by Daniela, seconded by Cecilia. Motion approved.</b>
BSPC updates	- Getting new students settled
ABET	-Working on self-study document and reviewing other unit self-study reports. -Looking for ways to minimize work to achieve goal -Reach out to Brock if any input or questions
MSPC	-Assessing the curricular change we made a few years ago
PHDPC	-Reception for graduated PhD students over summer -15 new students in HCDE, 1 interdisciplinary -Info session next week -Starting PhD student ambassador program -Prelim scheduling to come -New page link--thanks, Leah.

	<ul style="list-style-type: none"> <li>-Curriculum changes around methods course</li> <li>-State base sections of existing masters courses</li> </ul>
Diversity Committee	<ul style="list-style-type: none"> <li>-new committee</li> <li>-Announce the new committee to community</li> <li>-Introduced revised reporting tool. Please give committee feedback.</li> </ul>
Chair Updates	<ul style="list-style-type: none"> <li>-Search for MS director for next year</li> <li>-Please check mentoring assignments for the year</li> <li>-Check on faculty mentoring dashboard <a href="#">Faculty Mentoring Assignments Dashboard - Google Sheets</a></li> <li>-Proposals from retreat.</li> <li>-Please get grant proposals to Susan with more time</li> <li>-Office hours, Tuesdays 2-3pm</li> </ul>

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

**Break**

**New Business**

<u>Topic</u>	<u>Notes</u>
Hybrid work discussion	<ul style="list-style-type: none"> <li>-Staff have their schedules posted. Wednesday is in person meeting day</li> <li>-Google calendar for general days on campus</li> <li>-Placard on door for posted hours</li> <li>-In/out Slack channel</li> <li>-In/out board in office</li> <li>-Expand Husky testing program</li> <li>-Access to food on campus is inadequate</li> </ul>
Policy Dashboard	<ul style="list-style-type: none"> <li>-<a href="https://docs.google.com/spreadsheets/d/19VknR9ppawAG-YBAUt92RGXWLckzqdEnFWVYyV0tVsxc/edit?usp=sharing">https://docs.google.com/spreadsheets/d/19VknR9ppawAG-YBAUt92RGXWLckzqdEnFWVYyV0tVsxc/edit?usp=sharing</a></li> <li>-Committees should check this for action items</li> <li>-Let us know if you would like to work on P&amp;T Dept. update</li> <li>-Update shared links--share with committees (on draft copies)</li> </ul>

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

<u>Topic</u>	<u>Notes</u>
Chair's executive committee	-discussion and private vote

Affiliate Assistant Professor promotion	-discussion and private vote
Affiliate Assistant Professor reappointment	-discussion and private vote
Visiting Scholar	-discussion and private vote

**Motion to adjourn by Beth, seconded by Brock. Motion passed.**