

HCDE Faculty Meeting Minutes draft

February 2, 2022, 9:30-11:30 a.m.

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

Faculty present: Cecilia Aragon, Sarah Coppola, Brock Craft, Sayamindu Dasgupta, Kristin Dew, Tyler Fox, Sucheta Ghoshal, Mark Haselkorn, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, David McDonald, Sean Munson, Nadya Peek, David Ribes, Daniela Rosner, Kate Starbird, Irimi Spyridakis, Mark Zachry

Faculty Absent: Cindy Atman (sabbatical), Andy Davidson (sabbatical), Leah Findlater, Jennifer Turns (sabbatical), Linda Wagner

Others present: Stacia Green, Melissa Ewing, Emily Lemieux, Meghan Oxley, Lynn O'Shea, Summer Dela Cruz Parkes, Leah Pistorius, Kathleen Rascon

Reminders/Announcements (5 minutes)

- Please vote for Affiliate/Adjunct reappointments for AY 2022-2023 by noon Friday
- Please review your Grant and Contract Certification reports (GCCRs), sign & approve by Feb. 11 (a reminder from Susan)
- Meghan Oxley introduction
- HCDE Research Series, Mondays at 11:30am
- UX Speaker Series, Fridays at 11:30am
- Save the date:
 - Distinguished Lecture, May 10, 4pm (sign up for individual sessions coming soon)
 - Alumni BBQ, Friday, May 20, 6pm
 - Capstone Showcase, June 6, 5pm, HUB Ballroom
 - Graduation, June 8, 10am, HUB Ballroom

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 1/5/2022 minutes	-Motion to approve 1/5/2022 faculty meeting minutes, by Tyler, seconded by Brock. 1 abstain, 1 not approve. Motion approved.
BSPC updates	-ABET update via email. Reach out to Brock if questions. -HCDE 301 update -Spring staffing still needed -Exploring Data Science and HCI options -HCDE 315 approval process update—send update via email for feedback

	and approval–Sarah to share syllabus. Motion to add HCDE 315 approved. -301 and 321 instructors needed.
MSPC	-1,000 applications. Thanks to all our reviewers! Due Feb. 11. -Course proposals coming -MS program review with Ken Y. -Need instructors for 511 and maybe 503 and 537
PHDPC	-PhD admissions–thank you! Drafting letters to send out. -March 3 and 4 visit days–virtual
Research Committee	-Feb. 23 special meeting to update and discuss research clusters
Chair Update	-Chairs student advisory committee -Office of Research CZ Biohub -Grants manager update

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

Special Presentation by ROT Squad: Records management presentation by Emily Lemieux and Lynn O’Shea.

Old Business

<u>Topic</u>	<u>Notes</u>
New Teaching Professor search	-Remote interviews -Committee formed -Let Tyler know ideas for what you’d like to see from finalists
Canvas Administration policy	-Discuss draft policy -Who owns the materials? Julie to follow up. -Work for hire vs tenure track -Table until next meeting

New Business

<u>Topic</u>	<u>Notes</u>
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Mikey Award and Graduation Speaker	Tabled
Title IX training	Tabled
Updates to Affiliate / Adjunct appointment process	Tabled

Motion to adjourn by Nadya, seconded by Beth. Motion approved.