

**HCDE Faculty Meeting Minutes draft**  
**November 2, 2022, 9:30-11:30 a.m.**  
**Sieg 329 and <https://washington.zoom.us/j/99321153901>**

Faculty present: Cecilia Aragon, Cindy Atman, Sarah Coppola, Brock Craft, Sayamindu Dasgupta, Andy Davidson, Kristin Dew, Leah Findlater, Tyler Fox, Sucheta Ghoshal, Mark Haselkorn, Gary Hsieh, Julie Kientz, Beth Kolko, Alan Marks, David McDonald, Sean Munson, Ana Pinto da Silva, Nadya Peek, Daniela Rosner, Kate Starbird, Jennifer Turns, Mark Zachry,

Faculty Absent: Charlotte Lee, (sabbatical), David Ribes (sabbatical), Linda Wagner

Others present: Melissa Ewing, Stacia Green, Joakim Karlsen, Meghan Oxley, Summer Dela Cruz Parkes, Leah Pistorius

Reminders/Announcements (5 minutes)

- Melissa—events updates
- Holiday Party, Dec. 12, 6-8pm, Ravenna Brewing
- HCDE 547 Seminar, Mondays, 11:30am-12:20pm, Sieg 329
- HCDE PhD Preliminary Exam Presentations, Nov. 18, 9am-4pm, Allen Auditorium
- Save the dates:
  - HCDE Capstone Showcase, May 31, 5-8pm, HUB Ballroom
  - HCDE Graduation, June 9, 10am-12pm, HUB Ballroom

*Presentation by Cassady Glass Hastings, Director, CoE New Programs and Innovation: "Industry Workshops"*

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 10/5/2022 minutes	<b>-Motion to approve 10/5/2022 faculty meeting minutes by Sarah, seconded by Andy. 0 abstain. Motion approved.</b>

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

<u>Topic</u>	<u>Notes</u>
BS Program Update	-Request for ad codes, if not for DRG please send request to advising, Developing ad code policy -BSPC considering options for improving student experience. Will be putting together a request for feedback to come out in the next few weeks

MS/UCD Program Update	-Moving ahead with new Capstone team assignments -Working on TA assignments
PhD Program Update	-Prelims 18 November; reviews due 2 December -Admission process <ul style="list-style-type: none"> <li>• Applications to reviewers - 5 December (initial assignments)</li> <li>• First round reviews done - 23 December</li> <li>• Interview window - 11-13 &amp; 17-20 January</li> <li>• Selection meeting - 25 January</li> </ul>
Chair Updates	-CoE asking for input on space improvements. Will share Google doc to get feedback -CoE forming AI taskforce and looking for member from each dept. If you are interested on serving, please let Julie know

### Old Business

<u>Topic</u>	<u>Notes</u>
TT Search Committee update	-Update on timeline -Full committee now with two PhD students -Please send the ad link to your networks

### New Business

<u>Topic</u>	<u>Notes</u>
Update to Peer Teaching Evaluation policy	<b>-Approval to continue “COVID” adjustments for peer teaching evaluations.</b> -Curriculum committee charged with changes to policy
Retiring Data Science Option in BS program	-BSPC recommends retiring Data Science option -Discussion tabled until next meeting

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