

HCDE Faculty Meeting Minutes draft
November 30, 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, Alan Marks, David McDonald, Sean Munson, Nadya Peek, Daniela Rosner, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Beth Kolko, Charlotte Lee, (sabbatical), Ana Pinto da Silva, David Ribes (sabbatical), Kate Starbird

Others present: Stacia Green, Summer Dela Cruz Parkes, Leah Pistorius

Reminders/Announcements (5 minutes)

- Holiday Party, Dec. 12, 6-8pm, Ravenna Brewing (resend reminder)
- 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

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 11/2/2022 minutes	-Motion to approve 11/2/2022 faculty meeting minutes by Daniela, seconded by Brock. 1 abstain. Motion approved.

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

<u>Topic</u>	<u>Notes</u>
BS Program Update	-Ongoing work with ABET committee -Will be sending detailed document about changes to BS program beginning of next quarter -Looking for instructor for Advance Communication for winter quarter (HCDE 301)
MS/UCD Program Update	-Plans for reviewing program -Looking at transfer of credits re: new policy of graduate school

	<ul style="list-style-type: none"> -All MS classes covered -Discussion on what to offer this summer -Discussion about students registering for more classes than they will actually take. Have curriculum committee review.
PhD Program Update	<ul style="list-style-type: none"> -Prelims update. Thanks for those that came. Please have reviews in by this Friday. -PhD applications out Monday for reviews
Chair Updates	<ul style="list-style-type: none"> -Reminder to fill in teaching assignment spreadsheet -Reminder to also fill in supplement form for buyout/sabbatical plans and DRG/Special topics form -Industrial Engineering moving into Sieg. Have departments meet in spring quarter. -For PhD students taking professional masters program classes—tuition needs to be paid out of grants not state tuition support

Old Business

<u>Topic</u>	<u>Notes</u>
TT Search Committee update	<ul style="list-style-type: none"> -Priority deadline had 130 applications, now 170 -First review meeting 12/1 -Hope to bring phone interview list to 1/11/2023 faculty meeting -Give faculty access to application materials-

New Business

<u>Topic</u>	<u>Notes</u>
PhD Student Travel funding changes	<ul style="list-style-type: none"> -Discuss potential changes to PhD travel policy -Update website: discuss plans with advisor first to check on available grant funding -Review guidance, check if annual amount better than lump amount, develop visibility for faculty -Give wish list to Liz Young in CoE for travel funding contributions -Update process: \$3,000 available before general, \$3,000 after general -Motion to approve changes to policy. Motion approved

Motion to go into executive session by Nadya, seconded by Jennifer.

Executive Session

<u>Topic</u>	<u>Desired Outcome</u>
Reappointments	Discussion and private vote

Motion to adjourn by Mark Z. seconded by Jennifer. Motion approved.