

HCDE Faculty Meeting Minutes draft
January 11, 2023, 9:30-11:30 a.m.
Sieg 329 and <https://washington.zoom.us/j/99321153901>

Faculty present: Arpita, 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, David McDonald, Sean Munson, Nadya Peek, Ana Pinto da Silva, Daniela Rosner, Kate Starbird, Jennifer Turns, Mark Zachry

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

Others present: Laura Davis, Melissa Ewing, Stacia Green, Meghan Oxley, Summer Dela Cruz Parkes, Leah Pistorius, Kojay Pan, Amanda McCracken-Roberts

Reminders/Announcements (5 minutes)

- HCDE 521 speaker series on Friday
- Guest speaker policy reminder
- Save the dates:
 - May 12 Alumni BBQ
 - HCDE Capstone Showcase, May 31, 5-8pm, HUB Ballroom
 - HCDE Graduation, June 9, 10am-12pm, HUB Ballroom

Presentation: *Financial Transformation & What Faculty Needs to Know, Amanda McCracken-Roberts, Administrator, Collaboration Core*

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 11/30/2022 minutes	-Motion to approve 11/30/2022 faculty meeting minutes by Jennifer, seconded by Brock. 2 abstain. Motion approved.

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

<u>Topic</u>	<u>Notes</u>
BS Program Update	-Add codes: refer students to Meghan -BSPC approved to make HCDE 301 Advanced Communication a not required course. Motion to approve by Sean, seconded by Tyler. 2 no, 1 abstain. Motion approved.

MS/UCD Program Update	-Capstone changes -Working on summer courses
PhD Program Update	-Admissions—thank for all your support. Please update interview schedule spreadsheet. Admissions decision meeting Jan. 25 -First year rotations update
CEP Update	-Update on hybrid course designation -After spring 2024, ENGR 231 will no longer be offered
Chair Updates	-Set up sub budgets in department to help grants office track grants -Awards committee—please send your recommendations for external awards. Nominate students as well. -Finance advisory—looking for ideas on how to spend different pots of money if available -Curriculum Committee tentative AY 2023-2024 teaching assignments out by end of this week.

Old Business

New Business

<u>Topic</u>	<u>Notes</u>
Retiring HCDE 301	-Discussed in BSPC update.
New TA Process	-Discussion clarifying TA assignments; how they are set, timing, training, etc. Working with PhD student on updating process, training. Let Jennifer know your thoughts, questions.
Potential disability resources position	-Discussion about hiring disability resource staff to help with student and faculty accessibility needs. Add TA training in accessibility support. Send Summer your thoughts, questions.

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

Executive Session

<u>Topic</u>	<u>Desired Outcome</u>
Tenure Track search update	-Update from search committee

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