

HCDE Faculty Meeting notes
November 29, 2023, 9:30-11:30 a.m.
Sieg 329 and <https://washington.zoom.us/j/96499007000>

Faculty present: Arpita, Cindy Atman, Katya Cherukumilli, Sarah Coppola, Brock Craft, Sayamindu Dasgupta, Leah Findlater, Sucheta Ghoshal, Mark Haselkorn, Gary Hsieh, Julie Kientz, Beth Kolko, Charlotte Lee, Alan Marks, David McDonald, Sean Munson, Nadya Peek, Ana Pinto da Silva, David Ribes, Daniela Rosner, Kate Starbird, Jennifer Turns, Linda Wagner, Mark Zachry

Faculty Absent: Cecilia Aragon, Tyler Fox, (sabbatical)

Others present: Stefan Milne, Stacia Green, Shanna Hirsch, Meghan Oxley, Summer Dela Cruz Parkes, Leah Pistorius

Reminders/Announcements (5 minutes)

- Faculty Reading Group, Thursday, Nov. 30, 12-1pm, Sieg 429, lunch provided
 - Reminder to take the [IEB survey](#) by Dec. 1
 - Reminder HCDE Holiday Party, HUB Bowling & Game area, Dec. 8, 4:30-6:30pm (Please let Stacia know if you are going but didn't RSVP)
 - Save the date:
 - Capstone, May 31, 2024, 3-6pm, HUB Ballroom
 - Graduation, June 7, 2024, 10am-12pm, HUB Ballroom
 - HCDE Community Research Presentations 2024, TBD, Halcyon Brewing, [8564 Greenwood Ave N](#) (Research Committee)
 - Updates on projects, grants, classes, research
- ❖ ***Stefan Milne from UW News introduction. Reach out to Stefan about press releases/research/grants, etc.***

Approval of Meeting Minutes and Updates - Standing Committees & Chairs

<u>Topic</u>	<u>Notes</u>
Approval of 11/1/2023 minutes	-Motion to approve 10/4/2023 faculty meeting minutes by Alan, seconded by Brock. Motion approved. 13 approve, 0 abstain, 0 not approve

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

<u>Topic</u>	<u>Notes</u>
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BS Program Update	-Update on how BS program accepts students and BS program
MS/UCD Program Update	-Working questions around admissions process -Still working on fellowships -
PhD Program Update	-1 more prelim -Applications are due this week. Try links early so they can be fixed if needed. Send Kathleen feedback on Slate as needed.
External Partnerships	-new committee and working on agenda, fundraising, partnerships, ways to engage alumni,
Faculty Support Committee	-New committee: reminder about mentoring. Take a look at policy on intranet. Teaching awards link (stacia send out)
MHCID update	-Big IG meeting. Onboarding new operations manager -In process of benchmarking in other programs -Just concluded first alumni survey. 27% response rate.
CEP	-DTC update and CoE departmental issues
Financial transformation	-update from Summer on Financial transformations -Post fiscal team office hours on faculty calendar
Chair Updates	-Self nominate for awards (in your research area, etc.) -If ASEE contract question– -Teaching assignments by Dec. 12 -ISE moving in starting in Dec. HCDE and ISE mixer when moved in

Break

Old Business

<u>Topic</u>	<u>Notes</u>
Faculty Leave Guidelines	-Discuss leave guidelines and vote -Address rank and different % of teaching, etc. << link to document >> Tabled until next meeting

Research Assistant Professor search	-Ad approved, http://apply.interfolio.com/136311 -Committee working on rubric -Send to your networks
ABET update	-Tabed until next meeting
Teaching track search	-Ad will be submitted today -Committee will meet to work on rubrics
PhD Prelims	-Prelims changes. Prelims are in the fall. Discussion on changes to timing and format, milestones << link to document >> -Looking at MS pass -Expectations on completion and program consequences

New Business

Topic	Notes
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Executive session. Motion to go to executive session , seconded by xxxx. Motion approved.

Topic	Desired Outcome
TT Search	-by deadline 146 applications, reviewed 164 so far. 90 asking for letters. -37 will be looked at in more detail and identify 12-16 for phone interviews. -Dec. 11–please review

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