

Agenda: HCIM Committee Meeting

HBK 4113, 10:00am-11:30am, April 5, 2016

Voting Members: N. Elmqvist (7/7), M. Chetty (4/4), C. Holl-Jensen (7/7), M. Brescia (6/7), J. Waters, C. Boston (6/7), J. Golbeck (6/7)

Non-Voting Members: R. Marr (6/6), A. Weeks (4/6)

Absent: B. Butler (4/7)

Also in attendance: Evan Golub, Lindsay Sarin, Tetyana Bezbabna, Kathy Weaver

1. HCIM internships (with Evan Golub)

- a. Currently: 3 students have internships approved; 5 have good prospects (applications pending + backup on campus); 1 waived the requirement; 7 are just beginning the search; 2 students have not responded
 - i. **Action Item (Evan):** Draft letter by the end of the week for iSchool/ Computer Science faculty inquiring about open research positions for students who do not yet have an internship
- b. What does the program need to do to ensure students secure internships?
 - i. In the past, internships have been with faculty, while this current class of students are more interested in industry.
 - ii. Responsibility should remain shared for securing internships. Program will do as much as possible to secure internships for students, but students are ultimately responsible for placement
 - iii. Possible solutions:
 1. Reconsider the timing of internship within program
 2. Begin resume building workshops and application preparation in the middle of the fall semester, instead of early spring. Additional professionalization (i.e., portfolio workshops) in late fall, too
 3. Develop a more robust (possibly cross-program) database that shows positions, faculty projects, etc.
- c. How do we want to think about the internship course more generally?
 - i. Pacing of internship should not change; however, could adjust so internship could be completed any time after 18 credits
 - ii. Faculty should steer students to any industry contacts (if applicable)
 - iii. Students are concerned about the cost of the internship course
 - iv. **Action Item (Carlea):** Implement a student projects page on website for prospective hiring agencies to see work
- d. What can we do to help students who are looking for internships?
 - i. MLS (which also requires an internship) allows students to start their internship any time after they've completed 18 credits (instead of requiring during the summer), which allows for more flexibility. Like HCIM, MLS program does not place students, but helps them throughout the process.

- ii. Currently, a strong programming background and a visual background is required for internships, which limits options for many students.
 - iii. As of right now, the issues are not seen as systemic, but should be reviewed after this initial cohort has finished their internships.
- e. **Result:** Evan is working with the faculty to connect students who do not have internships with unpaid summer research projects.
- 2. Handbook revisions 2016
 - a. There are some errors and inconsistencies in the current handbook (i.e., unclear whether research methods is prerequisite for the internship) that need to be reconciled and the handbook revised
 - b. **Action Item** (Carlea): Review handbook and look at all HCIM courses on Testudo to ensure information is consistent; update where appropriate
- 3. iSchool Open House?
 - a. There were some students who came to visit campus and attend classes, but should we institute a more formal open house?
 - b. Open house for admitted students in the iSchool in March (coordinate with research day). Currently 15 to 20 students accepted an invitation to come to the school. Carlea to share who has accepted offer of admission in the next meeting.
- 4. HCIM Committee year in review/2015-2016 “big ideas”:
 - a. Specializations
 - i. Opted not to create formal specializations yet
 - 1. Knowledge areas have been posted on the program website
 - 2. Formal specializations may still be created in the future, when more courses are available to support multiple options
 - b. Program branding
 - i. Program branding has been mostly completed this year
 - ii. Some work that needs to be completed:
 - 1. Website still needs more consistent information
 - 2. A brand book will be created to convey how the program should be talked about as well as how the visual brand will be used
 - c. Industry affiliates/sponsors
 - i. Outreach has been done to develop further connections (beyond existing HCIL partnerships), though not much headway has been made here
 - d. Internship/networking events
 - i. There were several professionalization events held this past year
 - ii. Goal for next year is to start professionalization events earlier
 - e. Programming requirements
 - i. Resolved at the beginning of fall 2015 semester; addressed sequencing of the courses, as well as the introduction of summer one credit courses by Jen
 - f. Government outreach
 - i. This has been put on the backburner. Committee feels that this should be merged with industry outreach

- g. **Action Items (Carlea):** Report back to Dean Butler on all items accomplished
- 5. Capstone course (with Kathy Weaver and Tetyana Bezbabna)
 - a. Will there be any industry support for those who capstone projects?
 - i. Students can partner with companies, but are presently responsible for soliciting and securing these partnerships themselves; students cannot be compensated for this work
 - b. Can the capstone course involve a group project?
 - i. No
 - c. Revised MIM capstone course (Kathy)
 - i. The course is broken up into two semesters:
 - 1. Fall semester: professionalization; requirements gathering. By the end of the fall semester everything is approved by an industry client.
 - 2. Spring semester: delivering the product/project
 - 3. Kathy is happy to share any knowledge with the next faculty member, but at this time, industry will not be a requirement of the class
 - d. Would it be worth modeling the HCIM capstone course more closely after MIM's redesigned INFM 736 + 737?
 - i. At this time, the HCIM capstone course is already similar, but instructors who taught the course last time do not feel significant changes are necessary.
 - ii. Same instructor will ideally teach both semester of the course
 - e. **Result:** HCIM internship is to remain as taught in the past; however, only one instructor will be used for the entire year.