Agenda: HCIM Committee Meeting

Present Voting members: Carlea Holl-Jensen (3/3), Michael Brescia (2/3) Niklas Elmqvist (3/3), Jen Golbeck (2/3), Brian Butler (2/3),

Present non-voting members: Rachael Marr (2/3), Carol Boston (2/3)

Absent members: Jeff Waters (2/3), Ann Weeks (2/3), Marshini Chetty (1/3),

1. Admissions and recruitment
    a. Enrollment and admissions targets (Niklas)
        i. Planning to accept same number of students as in 2015 cycle
        ii. Last year, 60 students were admitted. However, only 17 matriculated. This may raise some questions regarding the admission process
        iii. A breadth of background of students should still be admitted
        iv. This year, there are things HCIM needs to maintain, but are there other aspects to the admission process we could improve:
            a) Start recruitment process earlier
            b) During applications and after acceptance, keeping students engaged
        v. Next Steps—Reach out to students who were accepted but did not matriculate and get feedback as to why (Carlea)
    b. Ruffalo Cody update (Carlea)
        i. *Background:* Ruffalo Cody is the marketing company that handled HCIM admission marketing last year
        ii. RC purchased data from the GRE and targeted students based on interests
        iii. Next Steps—Get a list of areas of interests which might align with HCIM (Carlea)
    c. Hobsons update (Carlea)
        i. Hobsons can be helpful to engage prospective students
        ii. A more formal communication plan is being developed to engage prospective students that have started applications
            a) Ex. An application is started, HCIM would send a form letter
        iii. Students that were admitted, but decided not to attend, feedback could be useful (i.e. are those students still interested in attending?)
        iv. Next Steps—Reach out to Jeff or Joanne and get more information about the 40 students that were admitted but did not accept (Carlea)
    d. Other forms and avenues of marketing?
        i. RSVP marketing
        ii. Trade Shows

        iii. Coming up with a list of publications, regional, national, international groups, that can be identified and market exclusively to them.
        iv. Next steps—Draft a list of organizations/groups in the area that HCIM should target (Carlea)

2. HCIM program improvement
   a. Petition from students to create graphic design courses, cont'd (Michael Brescia)
      i. Special Topics Graphic Design course was taught in the past and approval has already been obtained.
      ii. Possible to have a course as early as Spring 2016
      iii. Changes might be made to the course in response to student concerns
      iv. Next Steps—Facilitate search for adjunct faculty member (Carlea)
   b. Sending students to Google I/O & other conferences (Niklas)
      i. Research into options for students in regards to attending conferences
      ii. Several travel support options are available such as *Beyond These Walls*
      iii. As of right now, if student's research is accepted then it is up to the individual faculty member if student goes to the conference.
      iv. Next Steps—
         a) Reach out to the Awards Committee and find out the grants that are available to HCIM students
         b) Speak to Larry Liff about the possibility of a scholarship fund. Explore other options outside of alumni donations
   c. Shared workspace for HCIM students (Rachael Marr, Michael Brescia)
      i. The HCIM cohort is hoping to secure a collaborative space that would be accessible twenty-four hours a day, seven days a week.
      ii. Having a more collaborative space would help with future coursework and foster a more collaborative environment.
      iii. Next steps—Send Dean Butler a potential list of spaces and wish list items for that space (Rachael and Michael)

3. Entrepreneurial activities
      i. One resource on campus is the Dingman Center for Entrepreneurship which holds pitch Fridays, these are open to all students to participate
      ii. An iSchool –specific version should be explored to foster Entrepreneurship
      iii. Next Steps—Contact Tim Summers to find out what currently exists (Niklas)

4. Informal specializations
   - (User Experience)
   - Healthcare Informatics
   - Accessibility
   - Visualization and Analytics
   - Social Computing
   - Kids and HCI
   - Mobile and Ubiquitous Computing
   - Usable security

      i. HCI field is very broad so it would help to have specializations to guide student interest
      ii. Discussion of having a research vs. industry focus in addition to specializations.
      iii. This can be done informally

      iv. Next Steps—group/package courses into these tracks)(**Note: if a grouping has less than 3 courses it should be dropped as a group) (Niklas, Carlea)

5. Policy and procedure for course registration permission policy
    i. Proposed policy and procedure document
    ii. Registration Policy should not be different between online and traditional classrooms
    iii. Students from other University departments should be allowed in HCIM core courses as long as they are aware that their ability to take the class is dependent on space as iSchool students should receive priority in signing up for classes
    iv. There are not any iSchool elective courses that should be open to HCIM students only
    v. It is up to the instructor if they want to waive prerequisites
6. Process for putting proposed courses to the committees for approval
    i. Faculty should be available during committee meetings to answer questions about courses.
    ii. Next Steps—Suggest a templated reminder for faculty informing them the last date to submit proposed courses (Carlea)
7. Graduate outcomes
    a. Drafting updated learning outcomes for HCIM
        i. There was a document submitted by Jen Golbeck on outcomes for HCIM in November 2014
        ii. Feedback was received from graduate school and should be implemented on new outcomes
        iii. Next Steps—(Niklas and Carlea) work on putting together a outcomes with feedback from Graduate School and present them at next Committee Meeting
    b. Learning outcomes for HCIM 2013
    c. Example learning outcomes: MLS