

Minutes: HCIM Committee Meeting

HBK 4113, 10:00am - 11:30am, October 4, 2016

Present Voting Members: N. Elmqvist (2/2), C. Holl-Jensen (2/2), M. Brescia (2/2), B. Kules (2/2), G. Vanderheiden (2/2), J. Waters (2/2)

Present Nonvoting Members: Rachael Marr (2/2); Carol Boston (2/2), L. Sarin (1/2), Jasbir Thiara (2/2)

Guests: E. Golub

Absent: B. Butler (0/2), L. Findlater (1/1),

1. Overview of current inconsistency in INST 717 prerequisites - Carlea Holl-Jensen, Evan Golub
 - a. Presently, Testudo and the Graduate Catalog list a research methods course as recommended for the internship course, not required, while the handbook lists it as required
 - b. Historically, rationale was that most students would be doing research as part of their internship, but if students' internships are not research-oriented, this is not necessary
 - c. Consensus is that students should not need a research methods course to take the internship; however, students are still required to fulfill research methods requirement to graduate
 - d. **Action Item:** Update requirement in the HCIM handbook
 - e. **Action Item:** Create a visual program map which lists all of the courses and would incorporate suggested paths of study
 - f. **Action Item:** Survey students about their research methods courses and relevance to their internship
2. Update on Graduate Learning Outcomes - Carlea Holl-Jensen
 - a. Program will be collecting data on INST 631, INST 632, and capstone this year using the existing outcomes assessment
 - b. After meeting with Bill Kules, Niklas will be revising learning outcomes for future collection
3. Update on collaborative student workspace - Rachael Marr
 - a. Rachael sent out survey to HCIM students and received responses identifying resources students would like to see in collaborative space
 - b. **Action Item:** Swipe card access will likely need to be discussed with iSchool Assembly
 - c. **Action Item:** Niklas and Carlea will talk to Dean Butler about financial support for the collaborative space
4. Advanced Special Students Policy Change - Jeff Waters
 - a. Proposed change to policy: advanced special students may enroll one month before classes start instead of the two weeks, but priority will still be given to iSchool students
 - b. For: 6, Against: 0; resolution passes
5. Updating prerequisites for HCIM core courses - Carlea Holl-Jensen
 - a. Course Change Proposal: INST 632
 - i. Presently, INST 632 does not list INST 631 as a prerequisite
 - ii. Students must have a grounding in HCI before taking INST 632, but class should also be open to other iSchool students who have appropriate background
 - iii. Vote: For: 6, Against: 0; resolution passes
 - iv. **Action Item:** Update Course Change Proposal and send to other program committees, then to PCC

6. Ideas for HCIM student awards - Carlea Holl-Jensen
 - a. HCIM has a portion of the program budget set aside for an award or prize specifically for HCIM students. How might this be used?
 - b. Travel grant (\$500 travel grant) and capstone/thesis prize (\$250) seem to be the best options
 - c. **Action Item:** Coordinate with the awards committee to gain a better understanding as to how these prizes can be set up
7. Course creation + crosslisting courses - Carlea Holl-Jensen
 - a. **Action Item:** Survey students about courses they'd like to see
 - b. **Action Item:** Bill to mentor Kenneth Lennon
8. Capstone course update - Bill Kules
 - a. Next spring: Information session for students about thesis and capstone
 - b. Goal is to keep growing industry partner recruiting for next year
 - c. Individual vs. group projects: General consensus is that capstone should be changed to permit groups. To do so, some considerations:
 - i. How to structure a group project and assessment;
 - ii. Should have this change in place by March for students registering for next year;
 - iii. Groupwork + industry partners could be a source of income for the program itself
 - iv. Because this is a syllabus change no other committee involvement is necessary
 - d. **Action Item:** Invite faculty members to discuss this change to the syllabus next committee meeting
9. Discussion: Impact of credit requirements on international students - Carlea Holl-Jensen
 - a. Majority of incoming class is made up of international students
 - b. Visa requirements stipulate that students are enrolled full-time, but our program is only a 30-credit program, which means that students typically take 2-3 courses a semester, not 3 courses (which is considered full-time); students can fulfill this requirement with a graduate assistantship, however receiving an assistantship is not guaranteed. This puts an undue financial burden on international students.
 - c. **Action Item:** Discuss at greater length next committee meeting
10. Discussion: Developing policy for waiving GRE requirement - Carlea Holl-Jensen
 - a. GRE is not required by the graduate school
 - b. Perhaps committee should consider a GRE waive policy
 - c. MIM and MLIS both have policies for waiving GRE:
 - i. MIM: U.S. applicant who has either a 3.25 or above cumulative undergraduate grade point average (GPA) OR have completed another graduate program
 - ii. MLIS: Domestic applicants with a cumulative undergraduate GPA of 3.5 or higher are not required to submit a GRE score; OR Domestic applicants with a cumulative undergraduate GPA of 3.0 or higher AND who have earned another graduate degree are not required to submit a GRE score
 - d. **Action Item:** To be discussed at greater length next committee meeting