

Minutes: HCIM Committee Meeting

HBK 4113, 10:00am - 11:30am, November 1, 2016

Present Voting Members: B. Kules (3/3), N. Elmqvist (3/3), C. Holl-Jensen (3/3), M. Brescia (3/3), G. Vanderheiden (3/3), J. Waters (3/3)

Present Non-voting Members: L. Sarin (2/3), R. Marr (3/3), C. Boston (3/3)

Absent: B. Butler (0/3), L. Findlater (1/1)

1. Report: CHI Bird - Niklas Elmqvist
 - a. CHI Bird is a meeting of directors from various graduate computer science programs/labs around the country (such as Georgia Tech, IU, Carnegie Mellon, UW)
 - b. Dr. Elmqvist sent a survey out to the directors to get guidance on how those programs approach their Capstone
 - c. **Action Item:** Once survey results are in Dr. Elmqvist and Carlea will quantify results and report back to the committee
2. Update on student awards - Carlea Holl-Jensen
 - a. Tetyana and Carlea outlined two awards specifically for HCIM students:
 - i. A \$250 paper/project prize for students in thesis/capstone given out in the spring, and;
 - ii. A \$500 travel award, which will typically be offered in the fall, apart from this year so that the class of 2017 students are eligible.
 - b. **Action Item:** Carlea to change wording on eligibility and send out a revised version of the application.
3. Discussion: Developing policy for waiving GRE requirement - Carlea Holl-Jensen
 - a. Both MLIS and MIM have a similar policy in place.
 - b. Proposed policy: A prospective student can waive the GRE if the student meets either of the following conditions:
 - i. The applicant has an undergraduate degree and a GPA of 3.5 or higher; or
 - ii. The applicant has a graduate degree and a GPA of 3.0 or higher
 - c. Vote: For 6; abstain 0, against: 0. Resolution passes and will go into effect this year.
 - d. Applicants will be notified of new policy.
 - e. **Action Item:** Carlea/Rachael to put new policy on: website (iSchool and HCIM), HCIM handbook, Keystone, graduate catalog, and Hobsons
4. Update on visual map for degree planning - Carlea Holl-Jensen, Rachael Marr
 - a. Goal of the visual map is to clearly outline program requirements for students.
 - b. Suggested changes:
 - i. Dotted line should be smaller for each semester, clarifying electives
 - ii. iSchool and UMD logo should be included
 - iii. Simplify decision tree for programming experience.
 - iv. Create a vertical swimlane model for capstone and thesis options
 - v. Show research methods in first fall semester, and add a note that states that a substitute can be taken in the spring semester.
 - c. **Action Items:** Rachael/Carlea to make changes suggested by committee
5. Discussion: Impact of credit requirements on international students - Carlea Holl-Jensen
 - a. 63% of our students are international students. Our program 30 credits, but visa requirements stipulate that students need to be full time.

- b. **Action Item:** Carlea to clarify what full-time status means to prospective international students
- 6. Discussion: HCIM Capstone
 - a. IRB for capstone projects
 - i. Only 25% of students are interested in publishing on their work. While there is a valid argument for CITI training, the IRB doesn't seem to suit students needs.
 - ii. Application for the IRB is helpful for students because it forces them to clarify all parts of their process and succinctly talk about their research. Perhaps all that is necessary is going through the process, but submission is not necessary in all cases.
 - iii. As for scalability, IRB may inhibit capstone partnerships in the future.
 - b. Individual vs group capstone projects
 - i. Other institutions are split in terms of approaching their capstone courses as group or individual projects. Many of programs that HCIM might emulate have group projects (Carnegie Mellon, University of Washington), but others (Georgia Tech) do not.
 - ii. There are several advantages associated with allowing a group project option:
 - 1. Group work allows for complex, ambitious and more complete projects.
 - 2. Group projects align more closely with the industry model.
 - 3. Group work might make project oversight more scalable for the instructor in the future.
 - 4. Capstone can still be an equivalent amount of work.
 - 5. Group contributions can be assessed. There are numerous inter-group rating methods that exist.
 - iii. However, there is concern about how a capstone could be graded as a group project, as well as the level of rigor in projects (and whether or not they are equivalent to thesis)
 - iv. **Action Item:** Carlea will send an anonymous survey to faculty to gauge faculty's feelings on the subject
- 7. Update: HCIM collaborative workspace
 - a. The iSchool has committed around \$1500 for improvements to the HCIM collaborative workspace, in addition to \$500 from the HCIM program budget, pending review by the Dean.
 - b. **Action Items:**
 - i. Revised layout and supplies list to be sent to Lindsay, for review with Dean Butler.