

HCIM Program Committee Meeting for March

March 13, 2020
1:00 PM – 2:30 PM
Virtual meeting

Meeting called by:	Bill Kules	Type of meeting:	Monthly Committee Meeting
Facilitator:	Carol Boston	Note taker:	Amy Asadi
Timekeeper:	Carol Boston		

Attendees: Bill Kules (5 / 5), Carol Boston (5 / 5), Kate Izsak (3 / 5), Niklas Elmqvist (5 / 5), Ge Gao (5 / 5), Alex Leitch (5 / 5), Astha Khurana (5 / 5), Jeff Waters (2 /5), Dustin Smith (4 / 5) Amy Asadi (Note Taker)

Agenda and related documents [here](#)

Please bring: None

Minutes of the Meeting:

Agenda item: (1:00) Approval of [December meeting minutes](#) **Presenter:** Bill Kules

Discussion: The minutes of the December meeting were adopted by unanimous vote.

APPROVED: Vote: 7 voted yes, 0 no, 0 abstain

Agenda item: (1:10) Program updates: admissions, course planning, Makeathon, video welcome **Presenter:** Bill Kules & Carol Boston

Discussion:

The committee discussed general program updates, including those related to admissions and course changes:

- 175 applicants were admitted. Department is still deciding how many sections will be needed.
- Alex will continue with 1-credit makerspace course in an online format. Due to limited access to campus, alternatives for 3D printing will need to be considered.
- Online classes are still being considered for Fall; Committee will collaborate to create a welcome video for admitted students in response to this uncertainty.
- Makeathon was a success. It included industry sponsors and prizes for students.

Agenda item: (1:20) [For discussion] Presentation on coming requirements for measuring learning/program outcomes (Kate) and [proposed processes](#) (Bill) **Presenter:** Bill Kules & Kate Iszak

Discussion:

- Expectations for updating learning outcomes assessment are based on a formal collegewide assessment done every 7 years at UMD.

- Carol and Bill have begun collecting learning outcomes data and informally analyzing it to determine directions for program improvement; this requirement formalizes the process.
- Previous programmatic and curriculum changes (visual design course, revised interaction design course, 1-credit offerings) have been driven by a revisioning process conducted about 3 years ago. We are now ready to update core learning outcomes as a foundation for future cycles of improvement.

Agenda item: (1:40) Discuss and start working/workshopping on program outcomes planning/assessment; confirm individual action items and due dates **Presenter:** Bill Kules

Discussion:

Over the course of Spring semester, the committee will seek consultation from stakeholders as a basis for drafting new learning outcomes. Curriculum mapping will take place over the summer, and implementation will begin in the 2020-21 academic year.

Conclusions:

All committee members will reach out to 2-3 individuals in their network to gather external input about what HCIM graduates should know and be able to do. Each Committee member should document this input and use it to come up with their 5 suggested program-level outcomes. At the April meeting, learning outcomes will be combined, refined, and reduced to five or six global outcomes. These will then be adopted at the May meeting.

Agenda item: (2:00-2:10) Student Awards: Review [HCIM Travel Award](#) form and procedures (2 x \$500) + final [Jenny Preece/Ben Shneiderman HCIM Excellence Award](#) criteria and process (1 x \$500 for each of the next 5 years) **Presenter:** Bill Kules

Discussion:

The Committee is to define the criteria for a new award for second-year HCIM students, which was intended to be presented live at the HCIL Symposium in May. The Dean will weigh in on what format the award ceremony will take this year as cancellations continue due to the current pandemic situation.

Agenda item: (2:10-2:25) Reflect on application process (see [notes from January meeting](#)); discuss adjustments/changes for next year (in workflow, in scoring, in prompts)--(e.g., should people w internal recs get different consideration? TOEFL @ 100, despite lower UMD Grad School score) **Presenter:** Bill Kules

Discussion:

The new application process was successful, particularly the new prompts that enabled a more focused analysis of applicants' Statements of Purpose and portfolios. Further refinements will be finalized by mid-May. The Hobsons application system may be replaced next year.

Agenda item: (2:25-2:30) Review action items and adjourn **Presenter:** Carol Boston

Action items

- Alex will share the updated syllabus for the Makerspace 1-credit with their students.

Person responsible

Alex Leitch, Jeff Waters

Deadline

March 20th, 2020

- All Committee Members** will provide a 10-15 second video of themselves, mentioning their name, title, what they are passionate about along with a concluding warm/welcoming message for admitted students. All Committee Members March 20th, 2020

- All Committee Members** will identify 2-3 people in their networks whom they can get insight from to help create HCIM's new program learning objectives. A useful probe might be, *What should HCIM students know and be able to do by the time they complete the program?* All Committee Members April 1st, 2020

- Carol** will reach out to **Ron** to ask for award criteria rubrics for the Ben/Jenny Award **within the next week.** Carol Boston March 20th, 2020

- Committee Members will discuss language criteria for award over the next two weeks and finalize it All Committee Members March 27th, 2020