HCIM Program Committee Meeting for November

Meeting called by:	Wayne Lutters	Type of meeting:	Monthly Committee Meeting
Facilitator:	Alex Leitch	Note taker:	Emilia Azar
Timekeeper:	Alex Leitch		

Attendees:

Voting members: Wayne Lutters (3 / 3), Alex Leitch (3 / 3), Pam Duffy (3 / 3), Ruiqi Li (1 / 1), Amanda Lazar (3/ 3), Victoria Van Hyning (3 / 3), Bill Kules (3 / 3), Jeff Waters (3 / 3), Carol Boston (3 / 3)

Ex officio: Kate Izsak (3 / 3)

Others in attendance: Emilia Azar (3 /3), Dustin Smith (3 / 3)

Agenda and related documents [here](#)

Minutes of the Meeting:

Agenda item:	1. (11:30) Operational Updates	**Presenters:**	Wayne Lutters, Alex Leitch, and Carol Boston

1. (11:30) Operational Updates
   a. Virtual Open House & class visits updates and [online info session](#) now on website
   b. Spring registration highlights; Capstone instructor addition plus "Spring start" plan
   c. Lacey Sabado, alum now at Google, talk after Thanksgiving
   d. UX PTK search: [extended](#)
   e. HCIM thesis updates - Fall hybrid/remote models
   f. Student support initiatives
      i. Support for Spring thesis writers (end of Fall huddle)
      ii. Lightweight social/food event envisioned for December
      iii. Scholarly research training (search mastery, HCI literature)
      iv. Portfolio education activities planned for Spring 2022
      v. UX Research Participant Recruitment needs
      vi. Computing / programming support center

    g. AR/VR/XR usability testing space proposal
     (Alex)
    h. Planning for internal program reviews
     (Kate)

Discussion:

- We have a new committee member, Ruiqi Li, who will join Pam as the second HCIM Committee student representative. The Committee members introduced themselves and welcomed Ruiqi.
- We are offering both 710: User Experience Research Methods and 711: Interaction Design Studio in the Spring, and featuring two sections of Interaction Design Studio.
- UX and Business Basics was transformed from a 1-credit course into a 3-credit course, and this will be a new experiment for the program.
- HCIM alum Lacey Sabado, Class of 2019, now employed at Google, will be coming to campus to speak with our current students during a casual meet and greet. Committee members are welcome to attend and will receive information about this soon.
- The alumni portfolio pilot program from last year was a well-attended and well-liked opportunity for our first year students. This will be re-introduced this year as an event open to all students in the program during the last week of January.
- The new HCIM student ambassadors have been utilized as UX research participants. Unfortunately, this is not sustainable, and we are considering connecting to other iSchool students outside of HCIM to generate more research volunteers.
- Interest in AR/VR/XR design issues has risen among our students, particularly with those who are applying for internships and would like to gain experience in this field. Alex is gathering research on the type of equipment that would be needed to create an iSchool space for evaluating/testing AR/VR/XR designs.
- UMD conducts 7-year reviews for departments/colleges. These are peer reviews used to gather feedback on the programs. They include a summary of the program, demographics of students, information on job placements, and a list of challenges to work on in the future. HCIM and other iSchool programs are encouraged to begin preparing their reviews ahead of the university's official requests.

Agenda item:	2. (11:45) [For adoption] October meeting minutes	**Presenter:**	Wayne Lutters

Discussion:

The October meeting minutes were adopted unanimously.

Agenda item:	3. (11:50) Popular perceptions exercise. Leveraging the diversity on the committee -- *What is our program? Who are our students? [in Miro]*	**Presenters:**	Wayne Lutters & Alex Leitch

Discussion:

- Wayne introduced a Post-it exercise on Miro to enable Committee members to share their diverse perspectives on our HCIM program based on their experiences and affiliation to the program.
  - The exercise was built to help understand the question: "What is our HCIM program? How would we describe our culture and characteristics?"
- Wayne would like to utilize this sticky note board throughout upcoming Committee meetings.

Agenda item:	4. (12:15) Previewing the App Review Process	**Presenters:**	Wayne Lutters

a. Key dates
  i. Nov 16/Program team: Review admission process & impact
  ii. Dec 10/HCIM Committee meeting: Calibration review (student members excused)
  iii. Jan 14/HCIM application deadline
  iv. Feb 11/HCIM Committee meeting: Finalization of list of applicants to be recommended to the Grad School (student members excused)
b. Working calibration and review process
c. The brand-new writing prompts we're excited to read this year (3 out of 5 chosen by each applicant)

Discussion:

- The leadership team will look through the past admissions reviews to further reflect on selection criteria and how that has translated to enrolled students. This process will inform changes to the admissions process for Fall 2022.
- The Committee will review the rating procedures for application review during the December 10 meeting.
- January 14 is the application deadline, and the Committee will finalize a list of applicants to be recommended to the Graduate School during the February 11 Committee meeting.

Agenda item:	5. (12:30) Updating Course Review Projects - additional new resource: updated analysis of regional and aspirational program peers with takeaways	**Presenter:**	Wayne Lutters & Alex Leitch

a. INST 630 - Amanda and Pam
b. INST 775/76 - Victoria
c. INST 710/711 Sequencing (schedule & survey update; invitation to review survey questions) - Bill
  i. Bill and Carol began researching questions to present in a survey format to students, including areas such as choice and self-assessment of skills.

Discussion:

- INST 630 - Amanda and Pam
  - Amanda will interview Kate about the history of instructors for this course.
  - Emilia is scheduling student interviews for Pam while Amanda will interview the alumni volunteers.
  - Alex added that one recommendation that might be considered is to direct students to do a Code Academy course on their own time if they are starting with no prior experience.
  - Amanda asked whether a summer course based on HTML/CSS could be required. The leadership team does not want to require any more credits than we

currently require (30), in order to stay competitive amongst peer programs. However, more HTML/CSS content could be embedded and students could still e given the option to take the summer elective.

- INST 775/76 - Victoria
  - Victoria sat in on Bill's Capstone and interviewed him about aspects of the course.
  - She will interview students who are currently enrolled in the capstone course about their experiences.
  - Victoria will connect with Emilia about completing some market research.
  - Wayne added that there will be a small capstone group composed of last year's Spring start students in Fall 2022.
- INST 710/711 Sequencing - Bill
  - Bill and Carol began researching questions to present in a survey format to students, including areas such as choice and self-assessment of skills.
  - Wayne suggested a self-assessment before beginning the course and after completing it.
  - Committee members will provide comments to Bill's Sequencing document by next Friday, November 19.

Agenda item:	6. (12:55) Review interest areas and action items & wrap up	Presenter:	Wayne Lutters

- Committee members will provide comments to Bill's Sequencing document by next Friday, November 19.
- All Committee members will continue to work on their sub-committee projects.

Action items	Person responsible	Deadline
❒ Continue action plan for the INST 775/776: Capstone review	Victoria	December 10
❒ Continue action plan for the INST 630: Introduction to Programming review	Amanda/Pam	December 10
❒ Continue action plan for INST 710/711	Bill	December 10
❒ Provide comments to 710/711 sequencing document	All committee members	December 10
		November 19

Next Meeting: Friday, December 10, 2021, from 11:30 to 1:00pm via Zoom
Coming attraction items for future HCIM meetings