

HCIM Program Committee Meeting for October

October 8, 2021

11:30 PM – 1 PM

Virtual meeting

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 (2 / 2), Alex Leitch (2 / 2), Pam Duffy (2 / 2), Amanda Lazar (2 / 2), Victoria Van Hyning (2 / 2), Bill Kules (2 / 2), Jeff Waters (2 / 2), Carol Boston (2 / 2)
Ex officio: Kate Izsak (2 / 2)
Others in attendance: Emilia Azar (2 / 2), Dustin Smith (2 / 2)
Agenda and related documents [here](#)

Minutes of the Meeting:

Agenda item:	1. (11:30) Operational Updates	Presenters: Wayne Lutters and Carol Boston
	a. Governance documents on website (Kate)	
	b. Grad School updates (Jeff)	
	c. Program highlights: Nuts & Bolts Orientation, UXTerps intern panel (Carol)	
	d. Confirmed Spring Schedule w/ new courses (Carol)	
	e. Accessibility Specialization & Accessibility Studies Comm (Wayne)	
	f. UX PTK search: open until 10/15 (Alex/Wayne)	
	g. Budget models for entrepreneurial programs (Wayne)	
	h. Open House and Homecoming outreach plans (Alex)	

Discussion:

- Jeff announced the Graduate School's policy of returning to in-person thesis defenses after the pandemic months of holding them remotely. The Graduate School will grant exceptions and allow a remote defense only for extraordinary circumstances.
- The Nuts & Bolts first-year student event was well attended. The students and HCIM team had pizza and engaged in a presentation.
 - A few second-year students attended to speak about capstone vs thesis choices. A bigger event concerning capstone vs thesis will occur in February.

- UXTerps held a summer UX internship panel. Second-year students spoke about their experience in internships, particularly concerning working remotely.
- Due to the large size of the Fall 2021 class, we are adding in more electives for the Spring.
- The best consideration date for the professional-track UI/UX position is next Friday, October 15. The interviews will be held in November.

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

Discussion:

The September meeting minutes were adopted unanimously.

Agenda item: 3. (11:50) Enhancing our Professional Development Program **Presenters:** Wayne Lutters & Alex Leitch

- a. Tighter integration with iSchool Career Center
- b. Portfolio workshop on 1/28 (Wayne/Alex)
- c. Other events in Spring TBD @ future committee meetings

Discussion:

- Katy Lawley provides career support for the iSchool programs. Wayne spoke about working more closely with Katy to enhance HCIM-related career opportunities.
- We are working on an all-day event on January 28, to host a portfolio workshop for all 125 HCIM students. If Committee members would like to be involved, please let Wayne, Alex, or Carol know.
- We are also working on mid-year thesis workshops for current and potential thesis writers. Current thesis writers may need support for logistics and managing their committee; potential thesis writers could benefit from research guidance. The dates will be determined later, but these may be remote events.
 - Victoria added that looping in our library liaison, Rachel Gammons, could be helpful in the thesis workshop, for example, speaking about the importance of utilizing Zotero.

Agenda item: 4. (12:05) Preparing for Your Course Review Project **Presenters:** Committee Members

- a. Recap of course review expectations, schedule, and available resources/materials (Wayne)
- b. Discuss approaches/action plans
 - i. INST 630 - Amanda
 - ii. INST 775/76 - Victoria
 - iii. INST 710/711 Sequencing - Bill

Discussion:

- The timeline for course reviews will be spread throughout this year, with a large amount of time spent gathering information this Fall. Preliminary reports will be expected to be available for review in March. The main question for committee members to ask is, "How do we want to do this course differently next time?"
 - INST 630 Discussion
 - Amanda shared a slideshow with the group, laying out her action plan for reviewing the 630 course. This includes interviewing Carol, Dustin, and

- alumni about student experiences. Additionally, HCIM Ambassadors could assist Amanda to refresh a job report from Hayleigh Moore.
 - Jeff added that ambassadors are available for projects, and to reach out to him if you have something you would like their assistance on.
 - Bill added that many students are not getting the scripting elements they need out of the current course.
 - Wayne added this has often been a course that has been difficult to staff.
- INST 775/776 Discussion
 - Victoria shared her slideshow of the Capstone course research action plan. Some points include analyzing how we currently support portfolio development, what skills and experience graduates need going into the industry, and how to best deal with students who are not performing well.
 - Wayne suggested creating a focus group with current students.
- INST 710/711 Sequencing
 - Bill is planning to plan analysis of the sequencing of these two courses, with data collection to start after Fall semester and more to be done at year end.
 - Wayne added it could be helpful to do a mid-way check-in through the year, to see how the sequence is working so far.
 - Bill included a timeline, which outlined creating, sending, and analyzing surveys. By the summer, we can analyze the data and make recommendations.

Agenda item:	5. (12:30) Approved Program Learning Outcomes Implementation (Curious about how the PLOs came to be? See here for the 2020 program research and processes that informed them)	Presenter:	Wayne Lutters & Alex Leitch
	<ul style="list-style-type: none"> a. How design outcomes are used in INST 711: Interaction Design - Alex b. How strategy outcomes were/are used in UX Strategy 1-credit and INST 775/76: Capstone - Bill c. How research & evaluation outcomes could be used in INST 710: UX Research Methods syllabus and schedule - Wayne 		

Discussion:

- The Approved Program Learning Outcomes were a major success for the committee last year, and we were able to get ahead of the Graduate School's request for PLOs.
- Alex shared the INST 711 syllabus and rubric, and emphasized the process used by last academic year's subcommittee to clarify the wording to help identify whether a student assignment demonstrates mastery, acceptable quality, developing skills, or unacceptable effort.
- Wayne mentioned that we do not have a tech PLO cluster, and this might be a potential future project.
- The UX Strategy PLO is in the development phase.

- Wayne will share his INST 710: UX Research Methods syllabus - along with the research and evaluation outcomes - during the November Committee meeting.

Agenda item: 6. (12:50) Plan for adding an additional student representative - Alex **Presenter:** Alex

- Pam is our current student representative, and it may be helpful to add a second student representative who could serve as a different voice for the program. Our student body is diverse and heavily international, and it could be helpful to add an international student perspective. Pam is also further along in her career, and Alex recommends adding on the perspective of a student who is just starting in the HCI field.
- There is now approval to add another representative. There are a few students being considered. Ruiqi Li was invited to be the international student representative.

Action items	Person responsible	Deadline
<input type="checkbox"/> Continue action plan for the INST 775/776: Capstone review	Victoria	November 12
<input type="checkbox"/> Continue action plan for the INST 630: Introduction to Programming review	Amanda/Pam*	November 12
<input type="checkbox"/> Continue action plan for INST 710/711	Bill	November 12

*Committee discussed Pam, Wayne, Alex, Carol, and Emilia's availability as resources for faculty leads.

Next Meeting: Friday, November 12, 2021, from 11:30 to 1:00pm via Zoom

[Coming attraction items](#) for future HCIM meetings