CSS Program Meeting Minutes
April 9, 2021
2:30-4:00pm
Zoom meeting

In attendance: Menaka Abraham, Mohamed Ali, Eyhab Al-Masri, Paulo Barreto, Tom Capaul, Wei Cheng, Donald Chinn (chair), Kivanc Dincer, Alan Fowler, Juhua Hu, Athirai Irissappane, Wes Lloyd, Chris Marriott, Raghavi Sakpal, David Schuessler, Monika Sobolewska, Josh Tenenberg

Absent: Charles Bryan, Ingrid Horakova, Ankur Teredesai

Student representative: Firn Tieanklin

Non-voting staff and faculty: Bryan Goda, Beth Jeffrey, Raj Katti, Marife Llavore, David Ross

1. Approval of minutes from March 5, 2021
Tom Capaul motioned to approve the minutes, Raghavi Sakpal seconded.
14 in favor, 0 opposed. 1 abstained.

2. Announcements
- Tom reported that we had 97 teams that officially attended the Pacific Northwest regional (programming contest). Due to the pandemic, the attendance was cut in half this year. De Anza College, from the Bay area won vs. all of the "big guns" schools like University of British Columbia, University of Washington Seattle, UC Berkeley and Stanford. We had one team in division 1, University of Washington Tacoma, finished at 31st. Other teams that competed in division 2, finished at 25th and 26th; we also had a team that participated from the graduate certificate. While we didn't finish at the top, the bottom line is that we competed this year. Next year, we are hoping to return in person, normally that is the first Saturday of November however because of the pandemic world finals has been pushed back to be held in November, so we have to figure out what to do with the regional finals.
- Raj announced that we asked for a new faculty position in CSS and one new faculty in EE/CES. If one does not get approved, we may share this position or prioritize the EE/CES since they have a new master's program. Or both of the positions may not get approved at all.

3. Advisors update
- David reminded everyone that summer registration opens on Monday, April 12, 2021. In the past our policy has been not to overload classes for summer session but if you have a class that you are teaching and you want more students to be admitted, let David and Beth know and we will raise the caps. The difference is that we don't keep waitlists for summer session since it's an optional period.
- Autumn 2021 priority admission is under way. David and Beth reviewed 36 CSS applications and we admitted 21 out of that group. We will review the rest of them once we receive spring quarter grades.

4. Student update
- Firn reported seniors are sad and disappointed about the virtual commencement (again) this year.
- There's a student group looking to start a new 2022 cohort.

- Some students were asking if we offer a CS departmental graduation ceremony. Unfortunately we are not offering a special event/department graduation at this time.

5. Faculty Council update

Athirai shared that the council discussed course releases for faculty. They are mostly focusing on the T&P documents.

6. Tenure and Promotion Criteria

- Chris M. reminded everyone that this document went through rigorous re-design and in-depth conversations through the faculty in the past. It is intended to be used by a number of different faculty in different roles: 1) An individual going up for promotion, to give them opportunity to justify why they deserve this promotion. 2) The secondary role is for those who are evaluating the faculty in review for promotion to see if they fit & satisfy the criteria.
- Josh T. expressed that we were supposed to provide a general guide and eliminate the laundry list of items. However this document has been revised to a completely different one. We're better off with the previous document that was approved in 2019.
- There was a recommendation of using the original document and change the title from "Senior Lecturer" to "Teaching Professor". If we add the DEI language to it, then it needs to go through the appropriate changes/process.
- Athirai shared that the goal of the faculty council was to refurbish the tenure and promotion guidelines for the tenure track faculty because this was the one that was obsolete. They were a bit off track by focusing on the Teaching Professor document. She will take this up to the council and will work on one document (Tenure track) which is the priority.
- Menaka suggested that we form a small sub-group and work on it offline to get input from everyone. Perhaps the faculty council can delegate that group.
- There was a discussion of seeking feedback from senior faculty; many are currently on sabbatical. The faculty council will also consider making the tenure document more generic, as the previous one focuses heavily on CS.

7. Graduate update

- Mohamed reported that they are currently processing PhD applications and capstone proposals.
- Next is the master's applications; he thanked everyone for all their help.
- The grad committee met earlier today and talked about what courses to offer online and in person next year.
- There was also discussion about targeting the region & industry for recruiting new students; reaching out to them and advertising our certificate programs, master's program etc.
- The registration for Data Certificate in Data Science is now online.

8. Vote for part-time faculty to allow them to teach in AY 2021-22:

Votes were recorded separately via Catalyst.

Kevin Anderson to teach TCSS 445, TCSS 501, TCSS 503 in AY 2021-22.
Hossam Fattah to teach TCSS 545, TCSS 558 in AY 2021-22.
Charles Johnston to teach TCSS 325 in AY 2021-22.
Roger Stanev to teach TCSS 325 in AY 2021-22.
Shanu Sushmita to teach TCSS 554 in AY 2021-22.
Jeff Weiss to teach TCSS 360 in AY 2021-22.