

CES/EE Committee – MINUTES

December 2, 2021

12:30 – 1:30 p.m.

CP303 / Zoom

Attendance:

Faculty: Orlando Baiocchi, Vahid Dargahi, Debasis Dawn, Max Laddomada, Thillainathan Logenthiran, Michael McCourt, Jie “Jenny” Sheng, Nafiul Siddique, Matthew Tolentino*

***=not present for vote**

Non-Voting Faculty and Staff: Rachel Long, Kira King, David Ross, Raj Katti, Don McLane, Beth Jeffrey, Christopher Barrett

Items:

1) Approve the minutes of our last meeting held on November 18, 2021

Moved: V. Dargahi

Seconded: M. McCourt

Eligible to vote: 9

8 yes, 0 no, 0 abstained, 1 faculty member absent for vote

2) Update on making the CES degree a named degree

Unfortunately, this is not an easy process. To make this change, we will have to phase out the current Computer Engineering degree and apply for a brand new degree, and label it as “named” in this application. It then has to be approved by all steps in the chain until it is ultimately approved by the Board of Regents. It is important to note that making CES a named degree does not impact us dropping “systems” from our name. The committee chair reminded everyone that students/parents have been complaining that CES is not listed on their diploma, only on their transcript, which is why we initially wanted to move towards making this a named degree. It is a long process to reapply to make our degree named, and we would have to stop admitting students in order to completely phase out the current degree.

3) Right balance between teaching and research

The Dean wanted to make sure that the Provost's thoughts were expressed to the committee in this meeting in regards to the balance between teaching and research. There has been an emphasis on finding this balance, and the Dean reminded everyone that at least a third or more of Faculty's time should be spent in research. Over time, it is easy to get carried away and move further away from this balance. It is also important that everyone understands how research is defined for tenured faculty, and separately for teaching faculty. All Faculty members must abide by how research is defined in the Faculty code. It is also important to not only spend time on research, but to also provide significant output. All mentors should also be aware of the Faculty code. The Dean reminded the committee to reach out to Andrew Fry with any contacts they might have in industry, since Andrew can facilitate these contacts. Andrew Fry also advises students on resume writing, so it would be great for everyone to remind their students that they can schedule a consultation with him.

Another point made by the Dean was in regards to the use of PowerPoints in teaching, and asked the committee to minimize PowerPoint use in lectures. If you must use PowerPoint, make sure that it is one that you are creating yourself. It is important to consider changing teaching style, because students are noticing and it is important for students to keep up with the pace at which you are teaching. The Dean encouraged everyone to note if students are having trouble finishing/succeeding in labs, and if so, it might be a good time to make some changes to help students succeed. The Dean closed this discussion by encouraging all tenured CES/EE faculty to consider being the chair for the MS ECE graduate committee.

4) ECE Graduate committee meetings

This committee will meet on these dates in CP303 and on Zoom:

- **December 16, 2021**
- **January 6, 2022**
- **February 3, 2022**
- **March 3, 2022**
- **April 7, 2022**

- **May 5, 2022**

The Zoom link for these meetings is: <https://washington.zoom.us/meeting/97245494483>.

5) Updates from the advisors

The advisors are now doing some targeted recruitment for engineering majors, and have gathered contact information at other universities (specifically students in pre requisite courses related to Engineering). The advisors want to encourage Faculty to attend future recruiting events, and they are trying to request Faculty at other schools to offer extra credit for students to help ensure attendance. Rolling admissions for CES/EE will mirror what Mechanical and Civil are doing, and the committee can decide whether they want to enroll students early or late. The Committee Chair reminded the advisors that whatever is decided needs to be clearly conveyed to ABET, since they require us to describe our admissions requirements/processes in detail - the advisors agreed to work with the Committee Chair on this wording. One advisor reminded the committee to reach out to them if they have any students that are on the verge of failing as we enter finals. They would like to do some outreach to those students (or at least have them on their radar) to help plan future course scheduling.

6) Updates from the Faculty Council

The Council will meet next week, so updates will be provided in next meeting (in January).

For MSECE graduate committee meeting on Dec. 16: this committee will need to discuss pre requisites – we will need to provide the new graduate advisor, Victoria Olive, with a clear course plan since she is the interface between faculty and students. We will also need to explain to her why certain classes are required as a pre req., and will also need to collaborate with her on a graduate handbook.