In attendance: Mohamed Ali, Eyhab Al-Masri, Paulo Barreto, Charles Bryan, Tom Capaul, Wei Cheng, Donald Chinn, Martine De Cock, Kivanc Dincer, Ingrid Horakova, Juhua Hu, Wes Lloyd, Chris Marriott, Anderson Nascimento (chair), Raghavi Sakpal, David Schuessler, Monika Sobolewska, Ka Yee Yeung-Rhee

Sabbatical: Josh Tenenberg

Student representatives: Dustin Ray, Hellen P. Hobbs

Non-voting faculty and staff: Bryan Goda, Beth Jeffrey, Kira King, David Ross, Marife Tabao, Noelle Wilson

Approval of the minutes from January 21, 2022
Moved: David Schuessler
Seconded: Wes Lloyd
Eligible to vote: 12
In favor: 11
Opposed: 0
Abstained: 1
The minutes were approved.

Announcements
- Anderson thanked everyone for being flexible & for all the support to our students during a challenging winter quarter.
- Monika shared the progress of the ABET data collection for the current academic year.

Advisors' update
- Welcome to SET, Noelle Wilson! She is our new undergraduate/prospective student advisor and recruiter.
- Spring quarter registration opened today. The advisors started using the new online registration request system. If you do not want to go through that process, you can say no to the student and not overload your class or increase the cap size.
- Design Elective for spring or summer quarter
  - There is only one design elective (450) being offered this spring quarter and it is already full. There are some students who need to graduate & do not have any

other options for that design elective. Is there a way we can allow some substitutions or can we add 445 to the spring schedule?
- o Design electives are: 437, 445, 450, 564 or 491
- o The substitution for the design elective would be a temporary fix for spring/summer as we are facing a faculty shortage
- o Charles offered up to increase the cap for his TCSS 450 to 40
- o Monika suggested using an informal section that is done through Directed Reading/Research vs. creating a section of 445
- o Bryan suggested that CSS students could also take his TINFO 481 Information Technology Design Project class as a substitute
- o Anderson recommended meeting next week with the advisors to resolve this. It will be documented and signed for approval

Graduate update
- Mohamed reported that they are reviewing the applications for spring admission
- They are also reviewing the proposals for capstones/thesis for spring
- They are making progress on getting the PhD program policies in place, but still have a few things that need to be resolved

Faculty Council update
No updates.

Student representative update
- Students are excited about coming back in person this spring quarter.
- Anderson offered up a town hall format meeting with the representatives and undergrad CSS students. This is to open up a communication channel between students and faculty.

Voting on increasing the cap of our classes +5 for undergraduate courses and +5 for graduate courses.
UW is looking to increase enrollment. Anderson led the discussion on the possibility of raising the cap from 35 to 40 of our classes.

Additional support and points of concern for raising the cap of our classes (+5 students):
1. Graders for classes with 30+ students
2. Writing intensive courses (e.g. TCSS 325) cannot have their cap increased
3. Classes with labs (TCSS 142, 143, etc.) might not support more than 35 students.
4. Fairness in teaching load (number of students/hours)
5. More faculty
6. Space issues
7. Quality of the students being accepted
8. Bigger lectures and smaller quizzes/discussion sessions

Anderson asked for a couple of faculty volunteers to go over the issues that was discussed today & come up with a plan.

Discussion and voting on master syllabi re ABET outcomes only (325, 342, 343, 360, 380), available at
https://drive.google.com/drive/folders/1k0QeKNeJkyETeEZ5DyiIOAjjnWXN735u?usp=sharing

Motion: Approve the ABET outcomes on the master syllabi for 325, 342, 343, 360 and 380
Moved: Monika Sobolewska
Seconded: Paulo Barreto
Eligible to vote: 16
*2 not present during the vote

TCSS 325: 16 in favor, 0 opposed, 0 abstained
TCSS 342: 15 in favor, 0 opposed, 1 abstained
TCSS 343: 15 in favor, 0 opposed, 1 abstained
TCSS 360: 15 in favor, 0 opposed, 1 abstained
TCSS 380: 16 in favor, 0 opposed, 0 abstained

The ABET outcomes were approved.

Discussion of TCSS 491 updates and changes to TCSS 491 model syllabus, available at
https://drive.google.com/drive/folders/1k0QeKNeJkyETeEZ5DyiIOAjjnWXN735u?usp=sharing
- Chris and Monika raised the issue on TCSS 491 Computational Worlds: what is on the master syllabus is not what is being taught in his class. He is the only one teaching this course since 2013
- Action item: Chris Marriott will prepare a new course title & description to match the catalog, distribute it to faculty for review and have a possible vote at the next CSS meeting

Announcement of the SET Research Showcase on (Friday) April 22, from 3 to 6 pm at William Philip Hall.
1. RSVP to attend at https://events.uw.edu/SETshowcase
2. Submit an abstract to present a poster at https://forms.gle/tkF2vUDQ4LSCwaDN9