

Grad CSS Committee Meeting – Minutes

April 8, 2022

10 – 11 a.m.

Virtually via Zoom

Attendance

Voting Faculty: Donald Chinn, Wei Cheng, Wes Lloyd, Eyhab Al-Masri, Ankur Teredesai, Paulo Barreto, Ka Yee Yeung, Anderson Nascimento, Juhua Hu

Non-Voting Faculty and Staff: Zaide Chavez, Monika Sobolewska, Rachel Long

Absent: Mohamed Ali (sabbatical), Martine De Cock

Items

1) Approval of minutes of 3.4.22 meeting

Moved: W. Cheng

Seconded: E. Al-Masri

Eligible to vote: 11

8 in favor, 0 against, 1 abstained, 2 voting faculty absent for vote

2) MSCSS by Numbers

The Committee Chair would like to begin each meeting by taking a look at the current status of the program, and assess the overall program health through numbers and their progressions. One item that is “falling through the cracks” is the constant issue of graduate application reviews, specifically understanding when/who does what. Since it’s taking so long to make application decisions, there are many students who are accepting admission to other universities. Currently, applications are being pre-screened by the Graduate Advisors. The Committee Chair proposed that faculty be more involved in the

pre-screening process, and shared his intent to propose a sub-committee dedicated to just reviewing applications. By having faculty more involved, faculty gain the opportunity to identify the students they want to work with and are able to take advantage of the opportunity to meet/build relationships with students early on.

The next item of program health reviewed by the committee were MSCSS Thesis Proposals over the years. In Winter 2022, 4 thesis proposals were submitted (of those, 3 were accepted, 1 was rejected). There were 14 MSCSS Capstone Proposals in Winter 2022, of which 11 were reviewed, 2 had no advisor listed, and 1 submitted late. Ultimately, 11 Capstone Proposals were accepted, and 0 rejected.

Total Research Proposals over the years:

- Winter 2022: 18 proposals
- Winter 2021: 25 proposals
- Winter 2020: 42 proposals

The Committee Chair brought attention to the low number of proposals compared to the number of students currently enrolled in the program. There are many influencing factors for this decrease in proposals, including: COVID and the increase in remote work, enrollment drop, available faculty and faculty bandwidth, some faculty taking sabbatical leave, launch of PhD program, etc.

By reviewing these numbers, we are able to shine a light on all the places that we need to come together as a group to improve.

3) BSMS Program proposal vote

Motion: To approve the combined BS/MS in CSS degree proposal

Moved: A. Teredesai

Seconded: E. Al-Masri

Eligible to vote: 11

Votes were submitted anonymously via Catalyst

The motion was approved.

4) Collaboration with Bellevue College

This agenda item will be discussed in a future meeting.

5) WiDS Tacoma @ UW Tacoma

The committee was reminded of this event, which will take place on **Wednesday, June 1st from 9am – 4pm**. The proposed schedule was shared with the committee:

https://docs.google.com/document/d/1t7itliT7FYyeCPiFY5UIdujQV_0nR6BZty2E66TBzys/edit?usp=sharing

Thesis students are encouraged to volunteer to present. Since they are required to present their thesis/capstone, we could potentially use this event to fulfill the presentation requirement. Juhua has requested a list of students scheduled to graduate this spring, and also requested suggestions for guest speakers. If any committee member knows of anyone who can be a panel member to give career-related advice, or any potential sponsors for this event, please let Juhua know. Any suggestions are greatly appreciated.