

ECE Graduate Committee – Minutes

May 5, 2022

CP303/Zoom

Attendance

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

**=not present for first vote*

Non-Voting Faculty and Staff: Zaide Chavez, Donald Chinn, Rachel Long, Victoria Olive

Items

1) Approve minutes from 4/7/22 meeting

Moved: V. Dargahi

Seconded: M. Tolentino

Eligible to vote: 9

7 in favor, 0 against, 0 abstain, 2 voting faculty absent for this vote

2) MS ECE Graduate Handbook Revision

Based on feedback from the Graduate School, the following changes were made to the MSECE Graduate Handbook:

- “Areas of Specialization” was changed to “Suggested Areas of Study” – this will help students understand that they are not required to choose a specialization, and that it will not be included on their transcript – it requires special approval to include areas of specialization on a transcript. It is just a suggested pathway for students to take if they are interested in focusing more on a certain area of ECE.

- Reworded Areas of Specialization to Computer Engineering, Control Systems and Robotics, Power and Energy Systems, and Signal Processing and Communications.

The Committee discussed these changes and agreed that they help clarify that these are *suggested*, and not required areas of study.

Motion: to approve Graduate Handbook with new edits

Moved: M. Laddomada

Seconded: M. McCourt

Eligible to vote: 9

9 in favor, 0 against, 0 abstain

3) MSECE Application Review

The Graduate Advisor updated the committee on the current status of application reviews. Currently, all applications have been reviewed and admissions decisions have been released. As far as autumn quarter goes, the Grad Advisor is concerned that not many admitted students have committed to enroll. 56 admission offers have been sent, 12 have accepted, 10 declined, 1 deferred, and 33 haven't responded. The decision deadline is May 15th, which is quickly approaching. We have been hosting events for admitted students to learn about our program, but attendance has been low. The Graduate Advisor asked the committee if they have any suggestions for encouraging admitted students to enroll. The committee recommended reaching out to the Marketing Specialist to see if it's possible to run a paid advertising campaign. It was also recommended to reach out to former B.S. in ECE students, who might not know that we now have a graduate program. The committee and the Grad Advisor agreed to extend the application deadline to July 1st, or until all available seats are filled.

4) MSECE Current Student Support

The committee discussed possibilities for enhanced support of our current students (grader and TA positions, scholarships/tuition coverage, etc.). Graduate students are eligible to grade, and are paid 17.27/hour.

The Graduate Advisor will add a column in her spreadsheet (shared with the committee) listing students' chosen suggested area of study.

5) MSECE Autumn Quarter 2022

The committee discussed courses offered during autumn quarter this year, specifically core courses. This year, we are offering 5 out of 8 core courses in autumn (510, 521, 531, 551, and 563).