

ECE Graduate Committee – Minutes

October 6, 2022

CP303/Zoom

Attendance

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

***= not present for vote**

Non-Voting Staff: Rachel Long, Victoria Olive

Items

1) Approve minutes from 5/5/22 meeting

Moved: T. Logenthiran

Seconded: M. Laddomada

Eligible to vote: 10 (2 voting faculty members absent for vote, 1 absent from meeting)

7 in favor, 0 against, 0 abstained

2) Program Goals for 2022 – 2023

The Chair shared the goals for MSECE for the academic year:

1. Increase enrollment by advertising our program globally
2. Create funding mechanism to support students with thesis options
3. Continually assess, improve, and evolve our program curriculum by offering new courses to meet the new research trend(s)

The committee discussed offering rolling admissions (meaning students can start in the MSECE program in any quarter). The committee agreed that this should be implemented since it would only increase flexibility for students – the Advisor will work on making sure the website reflects this.

3) MSECE Enrollment for 2022-23

MSECE Enrollment for 22-23:

- 16 students total for Autumn 2022
- 2 students for Spring 2023 (1 pending application for spring)
- The Graduate Advisor mentioned that some students weren't able to register for autumn because they didn't provide COVID vaccination information. The Advisor is meeting and following up with students who have an "unsure" status.

The Graduate Advisors for SET have just returned from the Grace Hopper conference, where they were able to network with several industry connections and learn about potential internships, employment opportunities, and scholarships for our MSECE students (there will be a list of resources sent out to faculty/students in the coming weeks). The Advisor explained how continuing to participate in STEM fairs is an important recruitment tool, and will help us get our program's name out there.

The committee encouraged the Graduate Advisor to ask newly admitted students how they found us/why they were interested in applying – our application does include a "how did you find out about us?" question – the Graduate Advisor will provide this data in our next meeting. The Advisor mentioned that students are asking about scholarship/employment opportunities when applying to our program. We do not currently have TA/RA opportunities – the committee was encouraged to consider writing grants/finding funding for these positions, since it only encourages students to want to apply and get involved.

The committee learned that the MSECE program is allocated \$913 for AY 22 – 23 – we can split this 50/50 among the quarters – faculty were recommended to fill out the form shared by the Chair to recommend students for this funding. The committee will vote on who will receive the funding at a later meeting.

One committee member encouraged the Advisor to reach out to industry to see if they are interested in sponsoring one of their employees to enroll in MSECE. The Advisor reminded the committee to share any industry contacts with them so they can reach out to inquire about this.

4) MSECE applications for 2023-24

a. One prospective MSECE student asking if the [Graduate Certificate in Electrical Engineering Foundations from UW Bothell](#) would satisfy the prerequisites.

A student reached out asking if completing the Graduate Certificate at UWB would satisfy the prereqs to apply to MSECE. The committee looked at the course list for this graduate certificate, and agreed that it seems to cover everything that they are looking for in their prereqs. Because of this, the committee agreed that these students are eligible to apply.

5) How to engage graduate students with faculty for doing research?

The Chair raised the question of how we can encourage students to want to collaborate on research – this is something the Chair would like to discuss at every meeting. Currently, students learn about faculty’s research interests by learning about it in their courses. Collaboration with students is typically initiated by the faculty, instead of the student reaching out to the faculty to ask to collaborate/express interest in a particular research area. Another way that the Chair thinks that we can encourage collaboration is by creating a presentation where all faculty can share their research/areas of interest to all students (especially newly enrolled students). One committee member mentioned that the research showcase is a great example of this, and suggested that maybe we require thesis/capstone students to complete a poster presentation (or even require them to present at the research showcase). The committee will discuss this again at all future meetings.