

## **ECE Graduate Committee – Minutes**

**December 1, 2022**

**12:30 – 1:30 p.m.**

**CP303 / Zoom**

### **Attendance**

**Voting Faculty:** Debasis Dawn, Max Laddomada, Thillainathan Logenthiran, Jenny Sheng, Mohammed Jasim, Nafiul Siddique, Orlando Baiocchi,

**Non-Voting Faculty and Staff:** Raj Katti, Victoria Olive, Rachel Crook

### **Items**

#### **1) Approve minutes from 11/10/22 meeting**

**Moved: M. Laddomada**

**Seconded: T. Logenthiran**

***Eligible to vote: 10 (3 voting faculty members absent from this meeting)***

**7 in favor, 0 against, 0 abstain**

#### **2) Graduate Merit Scholarships: voting and selection**

The committee reviewed the 3 nominees for the Graduate Merit Scholarship. The Graduate Advisor provided some specific data on each student, and the committee then conducted a vote and selected the student to receive this scholarship. The results of this vote are private, and have been shared in the secure share drive. The Graduate Advisor will let the Graduate School know about this decision.

#### **3) MSECE Core and Elective Requirements**

The Graduate Advisor hasn't received any updates from their inquiry to the Graduate School about this. This item will be discussed in a future meeting.

#### **4) TCSS5xx course prerequisites**

The chair created a list of potential prerequisite courses for TCSS5xx elective courses based on instructor's feedback. The Chair is planning to attend the next CSS Graduate Committee meeting to

discuss this with CSS Graduate instructors to receive their input. We plan to revise our handbook based on the feedback given from the CSS Graduate Committee.

There is some concern for non-CSS students taking CSS courses who aren't adequately prepared to succeed in these courses. This is why we plan on listing the CSS approved list of prereqs to help prevent this issue. Another option is to also include "or instructor permission" as an option for non-CSS students interested in taking a CSS course.

If the Graduate School doesn't accept this plan of allowing MSECE students to take some CSS Graduate courses, we have the option to develop a syllabus that we can cross list with one that CSS is currently offering. This way, we don't have to offer our own separate course (and students can receive a TECE credit course if it is set up this way). This would require creating a new course that would then need APCC approval.

#### **5) Meeting MSECE graduate students**

The Graduate Advisor is planning an event at the beginning of the quarter (both in-person and virtually) for students to meet MSECE graduate faculty and learn more about their research interests, and to encourage students potentially network amongst our Faculty for potential research collaborations. The Dean recommended hosting orientations for all graduate programs, similar to what is done in the MCL program, so that students can formally begin their journey in our program with meeting their cohort, faculty, and Graduate Advisor in-person. The Dean recommended that the Chair meet with the Chair for MCL to discuss how they prepare and plan for their orientation.

The Chair created a research folder in the share drive for the committee, and encouraged everyone to upload their research there as soon as possible. These slides will be shared with our students at this event.

#### **6) MSECE data: enrollment, denial, etc.**

This item was not discussed in this meeting. The Chair was reminded about the upcoming 10-year review, where we will have to provide some assessment data. Along with this, the Chair will also have to develop the Program Educational Objectives (PEOs) for the Master's program, and create rubrics to assess these PEOs.

#### **7) MSECE Start Terms and Deadlines**

This item was not discussed in this meeting.