

## **CSS Grad Committee Meeting – Minutes**

**January 10, 2023**

**CP 303 / Zoom**

**9 – 10 a.m.**

### **Attendance**

**Voting Faculty: Mohamed Ali, Paulo Barreto, Wei Cheng, Donald Chinn, Martine De Cock, Juhua Hu, Wes Lloyd, Anderson Nascimento, Ankur Teredesai, Ka Yee Yeung**

**Absent: Josh Tenenberg, Eyhab Al-Masri**

**Non-voting Faculty and Staff: Curtis Black, Zaide Chavez, Raj Katti, Rachel Crook**

### **Items**

#### **1) Approve minutes from 12.6.22 meeting**

**Moved: A. Nascimento**

**Seconded: P. Barreto**

***Eligible to vote: 12 (2 voting faculty members absent from this meeting)***

**10 in favor, 0 against, 0 abstain**

#### **2) Graduate application review**

There has been an increase in applications for fall (around 70 total). The Graduate Advisor is pre-screening applications to make sure that all application materials are received before they are submitted for review. There are only a few PhD applications for fall.

Acceptance letters are now being sent as soon as a decision is made/reviews are submitted. There is a small pool of students with mixed reviews that need to be revisited – the committee was encouraged to

provide feedback quickly and to pick more “definitive” scores so that the decision-making process can be more efficient. One committee member requested that the explanation of the scores in the reviewing system be updated so that everyone knows what each score means. The Advisor reminded the committee to consider 2 questions when reviewing applications: “Is this a student I’d want in my class? / Is this a student I would want to do research work with?”

### **3) GRE waiver process in MS**

We are currently doing this on a case-by-case basis. This topic will be discussed further in future meetings.

### **4) Adding TCSS 701: Internship as a substitute course to the “Course Only” tracks**

Since we don’t require an internship, international students have to wait 9 months or more before they’re allowed to work in an internship. The suggestion to add TCSS 701 as a substitute course to the “course only” tracks would allow international students to complete an internship earlier. The committee discussed the pros and cons of this suggestion – specifically, the committee discussed how many companies have a small window of opportunity to apply/accept internships, and since international students have to abide by these requirements, they lose the opportunity to participate. The committee also discussed the role of faculty as the students’ supervisor, and the potential challenges of taking on this role in a for-credit course, such as companies requiring interns sign an NDA. Along with this, the Chair suggested that Faculty who serve as a “supervisor” ensure that the internship is relevant to the program, to avoid any issues with a potential audit.

The Graduate Advisor will touch base with the international office to make sure that this is an acceptable solution for this issue.

The Chair requested a **straw poll** to gauge interest in this suggestion:

**Motion: To allow TCSS 701 as a substitute course for students enrolled in the Graduate CSS program**

**Total present for vote: 7**

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

### **5) Graduate Certificate program update**

The Graduate Advisor has found a solution for students who need to be full time for different reasons (i.e., Veteran's benefits eligibility) by adding relevant courses to the students' schedule. Another idea discussed was to offer conditional admission to students enrolled in GCSDE – this change would require a vote from this committee. This change could also help international students who are interested in the GCSDE, but aren't able to justify the costs since it isn't a Masters program. Along with this, the courses in the GCSDE could transfer to the Masters (graduate school allows 12 credits earn as a non-matriculated student to count towards the degree). This would also be a great appeal to students without a CSS background who are interested in the MSCSS, and would also create an additional "edge" to our program compared to Bothell's.

This item will be discussed in our next meeting – the Graduate Advisor will draft this new policy for the committee to discuss/potentially vote on.

### **6) Data Science Certificate update**

The program is going well and as normal. This item will be discussed in future meetings.