

CSS Program Meeting Minutes
January 20, 2023
1:00-2:30 pm
CP 325 & Zoom

In attendance: Mohamed Ali, Eyhab Al-Masri, Paulo Barreto, Charles Bryan, Tom Capaul, Wei Cheng, Donald Chinn, Martine De Cock, Kivanc Dincer, Alan Fowler, Ingrid Horakova, Juhua Hu, Wes Lloyd, Anderson Nascimento (Chair), Raghavi Sakpal, David Schuessler, Josh Tenenberg, Ka Yee Yeung

Student representative: Steven Golob

Non-voting faculty/staff: Bryan Goda, Raj Katti, Kira King, Marife Tabao, Noelle Wilson

1. Approval of the minutes from December 2, 2022

No corrections to the December 2, 2022 minutes. Unanimous consent that the minutes is approved as read (and distributed).

2. Announcements

- Anderson will look into re scheduling the CSS committee meeting dates/times for the remaining of winter quarter to allow faculty/staff's religious observation
- The CSS time schedule committee has collected the faculty's teaching availability for the next academic year and will do their best to accommodate your restrictions; feel free to contact Anderson or any of the time schedule committee members if you have any questions or concerns

3. Advisors update

- Today is the last day to register for winter 2023
- Feb 7, 2023 is when all the undergraduate applications open for the autumn cycle
- SET Open House will be held Jan. 27, 2023 in Milgard Hall, 1-3 pm
- Thank you Tom Capaul for serving as the faculty rep on our SET direct admit committee

4. Graduate update

The Graduate committee is reviewing applications early so that students can make their decisions as early as possible. The number of applications are right on target.

5. Faculty Council update

Workload: If you have any input on this topic please send Tom or Emese your feedback.

6. Students representatives update

- Steven shared that he is setting up a Discord for graduate students to collect feedback/concerns
- Graduate students are dissatisfied with the class selection. There's some interest in the Data science track & some are wanting to register for UW Seattle classes but they have no access.
- Ka Yee asked which course mode (in person, hybrid or online) do graduate students prefer? She would like to get some info on this.

7. CSS Faculty Search Update

We reported that we received 137 applicants and 117 applications by the priority review deadline. The committee is now scheduling phone/zoom interviews and will identify the in person interviews shortly after that round.

8. ABET re-accreditation - evaluation methodology discussion Link to the proposed methodology: [CSS-ABET Assessment and Evaluation Standard Operating Procedures \(SOP\)](#)

We're currently working on the SOP & will be finalized soon. We have 30 days to address the weakness points and respond to ABET. We are also putting together data that we collected last autumn quarter.