

CSS Graduate Committee Meeting

Date: January 9, 2026

Time: 10:00 – 11:00 AM PDT

Location: MDS 312 & Zoom

Minutes Prepared By: Damiano Torre

Attendance

Voting Faculty:

Wei Cai, Wes J. Lloyd, Xutong Liu, Donald D. Chinn, Juhua Hu, Martine De Cock, Damiano Torre, Zhi-Qi Cheng, Ka Yee Yeung, Wei Cheng, Paulo Barreto, Mohamed Ali

Non-Voting Faculty and Staff:

Rachel Crook, Anisha Joshi, Kira King, Aubree Steffens

Absent:

Dongfang Zhao, Eyhab Al-Masri

Approval of Previous Meeting Minutes

Minutes from November 7, 2025 (Author: Eyhab Al-Masri)

Link: [📄 CSSGradCommitteeMeeting-Nov072025.docx](#)

Wes Lloyd asked for questions or corrections. Donald Chinn requested a correction to his name in the attendance list.

- **Motion to approve:** Donald Chinn
- **Second:** Zhi-Qi Cheng
- **Vote:** Passed (9 Yes, 3 Abstentions)

Minutes from December 5, 2025 (Author: Donald Chinn)

Link: [📄 CSSGradCommitteeMeeting-Dec052025.docx](#)

Wes Lloyd asked for questions or comments. Donald Chinn noted that highlighted editorial comments would be removed and clarified a budget figure discussed in the minutes.

- **Motion to approve:** Paulo Barreto
- **Second:** Donald Chinn
- **Vote:** Passed (9 Yes, 3 Abstentions)

Admissions and Recruitment Updates

MSCSS Admissions (Rachel Crook):

- 4 students admitted; 3 have paid deposits
- 5 deferrals from the previous cycle
- Approximately 9 students expected for Autumn 2026
- 1 denial issued
- 21 applications currently under review
- PhD CSS: 3 new applications (7 total), all under review
- GCSDE: 1 new application

Faculty interested in reviewing PhD applications were invited to contact Rachel for assignment in Slate.

Recruitment Activities (Anisha Joshi):

- Online Information Session: January 12, 12:00–1:00 PM
- JBLM Visit: January 13
- UWT Graduate Programs Info Fair: January 21, 12:30–1:30 PM (Jane Russell Commons)
- Online Information Session: January 27, 12:00–1:00 PM

Faculty were encouraged to attend recruitment events to engage with prospective students.

Artificial Intelligence MS (AIMS) Program Update

Presenter: Juhua Hu

- A preliminary student interest survey (61 responses) showed strong interest, with approximately 50 students indicating likely enrollment.
- A revised preliminary budget was developed with the goal of ensuring the program is self-sustaining from the first year.
- Faculty were asked to review and comment on the budget language in the provided PNOI document. The finalized budget language will be reused across all three PNOIs.
- Insights from the CRA/NSF LEVEL UP AI Workshop (January 7–8, 2026) were shared.
- The program will be marketed both as a full degree and as stackable certificates.
- Delivery modality will be online with a flex option, allowing future in-person offerings if needed.

PhD CSS Handbook

Presenter: Rachel Crook

A draft PhD CSS Handbook was presented, incorporating faculty feedback and Graduate School language. Rachel noted that formatting cleanup would occur prior to posting, and a final review copy would be shared with faculty.

Draft PhD CSS Program Handbook: [PhD Handbook Draft, 2025.docx](#)

- **Motion to approve the PhD CSS Handbook for posting:** Donald Chinn
- **Second:** Paulo Barreto
- **Vote:** Passed (10 Yes, 1 Abstention)

MS CSS Graduate Handbook

Presenter: Rachel Crook

Updated MS CSS Handbook: [MSCSS Grad Handbook V2024.09.25.docx](#)

Rachel summarized key updates since the 2022 version, including:

- Updated faculty and advisor listings
- Revised acronyms and corrected links
- Clarified thesis vs. capstone requirements using Graduate School language
- Updated registration forms and procedures
- Added guidance on end-of-quarter deadlines and international student considerations

Wes Lloyd volunteered to assist with final formatting and proofreading prior to posting.

- **Motion to approve the MS CSS Graduate Handbook:** Donald Chinn
- **Second:** Paulo Barreto
- **Vote:** Passed (10 Yes, 1 Abstention)

4+1 BS + MSCSS Program Update

Presenters: Rachel Crook, Ka Yee Yeung, Wei Cheng

Rachel shared that a planning grid for the proposed 4+1 program has been drafted and circulated for review. Faculty were asked to provide feedback. It was suggested that prospective students at the Graduate Programs Info Fair be informed that the program is forthcoming, possibly via a flyer or QR code linking to future updates.

GSFEI Top Scholar – AY 2026–27

Presenter: Wes Lloyd

Faculty were invited to nominate incoming MS or PhD students for the Top Scholar program.

- Nomination deadline: **January 22, 2026 (11:59 PM)**
- Submissions should include a resume and unofficial transcripts
- Faculty should indicate whether matching funds are available

GTA Update – Winter 2026

Presenter: Wes Lloyd

- 11 GTA applications received
- 3 GTAs awarded from the applicant pool
- 2 additional GTAs supported through existing Top Scholar commitments
- Selection emphasized equitable distribution of support and demonstrated scholarly productivity
- Bi-weekly GTA meetings will be held Wednesdays at 12:20 PM during Winter Quarter

PhD Student Seminar – Winter 2026

Wes Lloyd will reach out to PhD students to schedule the next quarterly seminar, with a preference for an in-person format if feasible.

Other Business

Xutong Liu asked for clarification regarding Top Scholar nominations. Wes Lloyd confirmed that advisors submit nomination materials on behalf of students.

Next Meeting

Friday, February 6, 2026, at 10:00 AM