

ECE Curriculum Committee Meeting

Tuesday, January 28th, 2025

Attending: Arabshahi, Chen, Dela Cruz, Fazel, Hauck, Huberman, Kaushansky, Majumdar, Mo Li, Overly, Reyes, Rudell, Shepard, Swanson, Van Fossen

Not Attended: Bushnell, Kirschen, Moritz

Meeting Slides: [Link](#)

Agenda:

1. Establishing quorum for committee business
2. New Graduate School policy regarding parallel 4XX/5XX courses (see links below)
 - a. [Policy 2.1: Graduate Course Numbers, Titles, and Audience – UW Graduate School](#)
 - b. [400-500 Parallel Courses - Office of the University Registrar](#)

Establishing Quorum for Committee Businesses

With the department deciding to return to a curriculum committee structure consisting of a single committee comprised of the ECE Curriculum Group Chairs, Advising staff members, and student representatives, Overly requested a review of the requirements for quorum.

- Overly presented the requirements for quorum upon which the committee last approved them under the same structure as will now be used.
 - Previous quorum was as follows:
 - 4 Faculty Committee Members (proxies not allowed)
 - 1 Staff Committee Member
 - 1 Student Representative
- No changes were proposed by members of the committee
- **Motion to approve quorum and requirements as listed above:**
 - **Motion approved**

New Graduate School Policy Regarding Parallel 4XX/5XX Courses

Recently, the Graduate School released updated policies regarding graduate/undergraduate parallel courses. 4XX and 5XX courses that are offered together in parallel, meaning a joint offering mixing the undergraduate and graduate sections into one class, must have differentiated requirements for graduate and undergraduate students

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such that expectations for graduate students are markedly different than those for undergraduates in the class.

- Graduate School Policies referenced:
 - [Policy 2.1: Graduate Course Numbers, Titles, and Audience – UW Graduate School](#)
 - [400-500 Parallel Courses - Office of the University Registrar](#)
- Graduate students are expected to be held to a more rigorous standard as pertains to depth, learning outcomes, and assessment.
- Implications for the department
 - Course proposals for graduate courses will receive higher levels of scrutiny when reviewed by the graduate school for courses that will be offered as parallel courses with undergraduate offerings.
 - The faculty will need to ensure clear distinctions of expectations for the graduate and undergraduate students in the course are evident in course MCDs to be submitted for review by the College, the Graduate School, and the University.
 - Faculty may want to more strongly consider the merits of offering courses in parallel.