

# ECE Graduate Committee Meeting

## Thursday, October 10<sup>th</sup>, 2024

**Attending:** Arabshahi, Dela Cruz, Hauck, Huberman, Overly, Mo Li, Reyes, Swanson

**Not Present:** Anantram

**Minutes of May 23<sup>rd</sup>, 2024:** Pending

### **Agenda:**

1. Introductions
2. Overview of the year
3. Discuss possible changes for committee meetings
4. Review MCDs presented to committee

### **Overview of the year**

Committee discussed requiring graduate level courses to have Master Course Descriptions (MCDs) made detailing the learning topics, structure, and requirements of that course so it can be recorded as well as presented.

- **Overly will send example to Mo and Mo will revise to create general template**
- **Committee will discuss this implementation further**

### **Discuss possible changes for committee meetings**

Overly raised the concern of the number of faculty in the committee and if another member could be useful in the future in order to have proper representation/input from the faculty's standpoint.

- Committee agreed that only two faculty are needed for quorum, so current number of faculty on committee should be sufficient
  - If more faculty input is needed, absent faculty members can look over meeting minutes, and a vote scheduled at a subsequent meeting

### **Review of proposals presented to committee**

The committee reviewed the new course proposal for a new graduate course submitted by Prof. Kim Ingraham: Wearable Robotics. as a permanent course that will be offered and determined that Prof. Ingraham will need to meet with Prof. Yiyue Luo and Prof. Sam Burden to avoid any course overlap.

- After reviewing submitted MCD, the committee requested Ingraham consult with Professors Burden and Luo to ensure other offerings they are planning to teach in

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upcoming quarter do not overlap too greatly with content in Ingraham's submitted course.

- Justification for Wearable Robotics MCD <link>
- Proposed MCD <link>
- **Overly to contact Ingraham to consult with other controls faculty regarding upcoming offerings to ensure courses don't overlap too heavily, and coordinate material offered. Will re-review upon re-submission.**

Committee reviewed the revamp of Integrated System series raised by Prof. Chris Rudell and how (insert proposed revamp/reason). The committee determined that the Undergraduate Committees together discuss this revamp further as this series change will also affect many courses concerning multiple committees.

- **Overly will reach out to Chris Ruddell to schedule meetings**

The committee reviewed Sajjad Moazeni's MCD to make EE 4XX/5XX: Electronic-Photonic Integrated Systems a permanent course. The course has been offered as a special topics course at the graduate level for the past four years and has had consistent enrollment. In the current proposal, Moazeni will also be offering an advanced undergraduate section.

- MCD link <Link>
- **Motion to approve course as submitted:**
  - **Approved, pending further approval by the ECE Undergraduate Electives Committee**

### **Other notable action items**

Committee is discussing making a clearer student-facing page for graduate level courses.