

ECE Graduate Committee Meeting

Thursday, November 7th, 2024

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

Not Present: Anantram

Minutes of October 10th, 2024: Approved

Agenda:

1. Update on previous proposals
2. Discussion regarding Updating Graduate Degree EE 500 colloquium requirement
3. Need for policy and process for retiring graduate course numbers

Update on Previously Reviewed New Course Proposals

Overly presented updated regarding new course proposals previously reviewed by the committee:

- The committee previously approved a new 5XX/4XX course submitted by Moazeni; Electronic-Photonic Integrated systems. After review by the ECE Undergraduate Elective Courses Committee for the undergraduate offering in the proposal, and further conversations with Overly regarding question from that committee, Moazeni will initially submit the course as a graduate level course and pilot an undergraduate joint offering as an EE 400 special topics course. This will provide time to work out the best way to integrate the undergraduate offering into the course.
- The committee earlier reviewed a proposal by Ingraham for a new graduate level course; *Wearable Robotic*. The committee asked Ingraham to meet with other Controls faculty also working on new courses in the area to make sure courses would not have heavy overlap. Ingraham returned information that the courses would not be overlapping, and the two other courses could work well as a series with the proposed *Wearable Robotics* course.
 - **Motion to approve new course proposal *Wearable Robotics***
 - **Motion approved**

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Discussion regarding Updating Graduate Degree EE 500: Graduate Seminar Requirement

With the recent change to the structure of the ECE Colloquium, and its accompanying EE 500C seminar course offering each quarter, the committee raised the issue surrounding the impact on the daytime MSEE degree students and the EE 500 requirement.

- Daytime MSEE students are required to take an EE 500 course offering as a degree requirement
- The new structure greatly reduces the number of seats available each quarter, potentially making the completion of the requirement more difficult within the average 2-year time students expect to spend in the program.
- One solution raised by members of the committee was to change the daytime MSEE degree requirement to allow for any seminar offered at the university to apply, replacing the EE 500 requirement.
 - This would provide students with greater flexibility in completing the degree requirement.
 - Allows for a broader selection of material students can explore, such as in physics or mathematics, that apply to their areas of interest
- **Overly to draft motion and circulate via email for approval**

Need for policy and process for retiring graduate course numbers

With a number of new courses being generated for the graduate program and likely to be submitted over the next couple of quarter, Overly raised the issue of the shortage of 500-level course numbers available for use, and asked for a policy to determine which courses should be discussed for retirement

- Upon discussion, the committee came to consensus that courses not offered in four or more of the previous years should be placed on a “watch list.”
 - Instructors of the courses and the chair of the curriculum group will be contacted and asked to either retire the course, or they will need to offer an imminent time when the course will be offered.