

Minutes of ECE Graduate Studies Committee

Present: Shanker Balasubramaniam, Tim Hogan, Hayder Radha, Mohammad Rawashdeh,
Xiaobo Tan, Peng Zhang

Absent: Nihar Mahapatra, Joydeep Mitra

Date: April 6, 2018

1. Meeting was called to order at 11:08 am.
2. The agenda was reviewed.
3. The committee reviewed the self-nominations for the student representative on the College Hearing Board. A decision on the student representative was made.
4. The committee discussed topics to put forward for the April 19 faculty meeting, including qualifying exams, and ECE program name.
5. Graduate student panel for student-faculty interaction and information session was discussed.
6. Adjourned at 11:25 am.

Respectfully submitted by: Peng Zhang

ECE Graduate Studies Committee

Minutes of Meeting on March 27, 2018
Engineering Building Room 3105

In attendance: Hogan (ex-officio), Mahapatra, Mitra, Radha, Mohammad R. Rawashdeh (Student Representative), Tan (Chair).

Absent: Balasubramaniam, Zhang.

The meeting was called to order at 4:10 p.m.

1. The agenda was approved and Mitra was elected to record minutes.
2. Approval of minutes of February 23 meeting: motion was initiated by Radha, seconded by Rawshadeh, and the minutes were approved by general consent.
3. Discussion of appeals filed by Ph.D. candidates who failed qualifying exams: Three appeals that had been filed were discussed by the committee.
4. Academic career panel for graduate students: Tan described the format of the panel scheduled for Thursday, March 29, and suggested that we help publicize the event.
5. Student representative for the College Hearing Board: Tan stated that there have been some self-nominations that are under consideration. The committee will review these nominations in due course.
6. Prof. K. Deb's new course request form was discussed and some suggested corrections were recorded.
7. Hogan initiated discussion of appointment percentage in ECE for a graduate student's thesis advisor and the guidance committee.
8. Qualifying Exam restructuring proposal. Radha introduced a proposal. The committee engaged in preliminary discussions but agreed that this was a complex issue that needed further discussion.

Adjournment: the meeting was adjourned at 5:10 p.m.

These minutes are respectfully submitted by
Joydeep Mitra

ECE Graduate Studies Committee

Minutes

February 9, 2018

11:00 AM -12:00 PM, 2219 Engineering Building

Present: Balasubramaniam, Hogan (ex-officio), Mahapatra, Mitra, Radha, Tan (chair), P. Zhang

Absent: Rawashdeh (student representative)

1. Meeting called to order at 11:10 AM.
2. Minutes of January 26, 2017 approved with minor edits.
3. The committee reviewed a new revision of the DCF evaluation criteria drafted by Professor Mitra. An edited new revision was generated as a result of the committee discussion during this meeting.
4. The committee discussed the activities of the Fitch Beach Award GSC subcommittee that is evaluating the nominees. The committee agreed that research excellence is *the* criterion for evaluating the nominations.

Respectfully submitted,

Hayder Radha

ECE Graduate Studies Committee

Minutes

January 26, 2017

11:00 AM -12:00 PM, 2219 Engineering Building

Present: Hogan (ex-officio), Mahapatra, Mitra, Rawashdeh (student representative), Tan (chair), P. Zhang

Absent: Balasubramaniam, Radha

1. Meeting called to order at 11:05 AM.
2. Minutes of December 6, 2017 approved with minor edits.
3. The committee provided feedback to the DCF evaluation criteria drafted by Mitra, who will prepare a revision for approval.
4. The committee discussed organizing an academic career panel for graduate students. Tan and Rawashdeh will follow up on details of executing.
5. Hogan provided an update on the online MS program.
6. The committee discussed whether a list should be developed for 800-level courses that cannot be counted in the study plan. The conclusion was no; instead, consistency in dealing with eligibility of a particular course should be maintained.
7. Hogan updated the committee on Fitch Beach Award nominations. He will form a sub-committee for evaluating the nominations after the deadline of submission.
8. Adjourned at 12:03 PM.

Respectfully submitted,

Xiaobo Tan

ECE Graduate Studies Committee

Minutes

December 6, 2017

11:00 AM -12:00 PM, 2108 Engineering Building

Present: Balasubramaniam, Hogan (ex-officio), Mahapatra, Mitra, Radha, Rawashdeh (student representative), Tan (chair), P. Zhang

Absent:

1. Meeting called to order at 11:05 AM.
2. Minutes of Nov. 22, 2017 approved with minor edits.
3. Rawashdeh noted that new department website has received good feedback from graduate students and sought clarification regarding timing of Ph.D. qualifying exam (it is 3rd week of Jan.) and number of exam areas to take (one fundamental and three other areas).
4. Ph.D. Qualifying Exam discussion:
 - a. Rawashdeh: It would be useful to have a list of remedial courses corresponding to various qualifying exam areas.
 - b. Some members wondered whether Part B should be eliminated.
 - c. Radha: Should we remove the requirement of 300-level ECE courses for Ph.D. students who have B.S. with a non-ECE major and instead focus on their ability to conduct research?
 - d. Balasubramaniam and others: An option is to consider replacing qualifying exam with core graduate-level courses.
 - e. Further discussion needed on items (b), (c), and (d) above.
5. Adjourned at 12:10 PM.

Respectfully submitted,

Nihar Mahapatra

Minutes of ECE Graduate Studies Committee

Present: Shanker Balasubramaniam, Tim Hogan, Nihar Mahapatra, Joydeep Mitra, Hayder Radha, Mohammad Rawashdeh, Xiaobo Tan, Peng Zhang

Absent: None

Date: November 22, 2017

1. Meeting was called to order at 11:09 am
2. The agenda was reviewed.
3. The meeting minutes from the November 08, 2017 meeting were approved.
4. There was briefing on the Dual PhD degrees with external institutions (National Technical University of Athens, Greece; Tel Aviv University, Israel; Indian Institute of Technology, Madras).
5. The committee discussed a list of criteria for DCF application, provided by Joydeep Mitra with inputs from the GSC members. The committee suggested that general guidelines can be published on the website for DCF application.
6. A graduate student's appeal on credit transfer was discussed.
7. Name of graduate programs of our peers (EE or ECE) was discussed. Mahapatra provided a summary of peer institutions (including all the original Big Ten institutions and 9 others), where both M.S. and Ph.D. degrees conferred are ECE degrees, except two institutions. Mahapatra will provide information for Penn State and University of Maryland.
8. Adjourned at 12:09 pm.

Respectfully submitted by: Peng Zhang

ECE Graduate Studies Committee

Draft Minutes of Meeting on November 8, 2017

2108 Engineering Building

Attended by: Balasubramaniam, Hogan, Mahapatra, Mitra, Tan, P. Zhang

Absent: Radha, Rawashdeh

1. Meeting was called to order at 11:08 a.m.
2. The minutes of the October 25 meeting were discussed, appropriately modified, and voted on. Balasubramaniam moved to approve, Tan seconded, and the minutes were approved by general consent.
3. Discussion of new course form submitted by Fathi Salem: the members discussed the contents and concurred on comments and feedback to be provided to Salem with a request to modify and resubmit.
4. Spring 2018 qualifying exams: the list of faculty members developing qualifier problems and those serving as GSC liaisons was developed and discussed.
5. Name of graduate programs of our peers (EE or ECE): Mahapatra presented results of a survey he completed, with a summary list of 13 peer institutions where both M.S. and Ph.D. degrees conferred are ECE degrees. Mahapatra will prepare a report that will be discussed further by the GSC and subsequently presented at the next Department meeting.
6. The meeting was adjourned at 12:19 p.m.

Respectfully submitted by

Joydeep Mitra