

April 16, 2024

To: Andrew Harris, Executive Vice Chancellor for Academic Affairs, University of Washington
Tacoma

From: Joy Williamson-Lott, Dean of the Graduate School 
Kima Cargill, Associate Dean for Academic Affairs, Graduate School 

RE: Review of the University of Washington Tacoma School of Engineering & Technology (2023 - 2024)

This memorandum outlines the Graduate School's final recommendations from the University of Washington Tacoma, School of Engineering & Technology (UWT SET) academic program review. Detailed comments on the review can be found in the documents that were part of the following formal review proceedings:

- Charge meeting between review committee and administrators (May 23, 2023)
- Self-Study (December 1, 2023)
- Site visit (January 25-26, 2024)
- Review committee report (February 23, 2024)
- UWT SET response to the report (March 21, 2024)
- Executive Vice Chancellor's comment (March 25, 2024)
- Graduate School Council consideration of review (April 4, 2024)

The review committee consisted of:

- W. Jong Yoon, Associate Professor, Program Coordinator, Mechanical Engineering, School of Science, Technology, Engineering and Mathematics, University of Washington Bothell (committee chair)
- David Beck, Research Associate Professor; Director, Scientific Software Engineering Center; Director of Research & Senior Data Science Fellow - eScience Institute, Department of Chemical Engineering, University of Washington
- Dan Grossman, Professor, Vice Director, Paul G. Allen School of Computer Science and Engineering, University of Washington
- Anne-Marie Lerner, Professor, Assistant Chair, Department of Mechanical Engineering and Industrial Engineering, University of Wisconsin - Platteville
- David Bowman, Dean, College of Science, Technology, Engineering, and Mathematics, Eastern Washington University

UWT SET offers the following degree programs:

Graduate:

- Doctor of Philosophy in Computer Science & Systems*
- Master of Science in Computer Science & Systems

- Master of Cybersecurity and Leadership
- Master of Science in Electrical & Computer Engineering*
- Graduate Certificate in Software Development Engineering*

Undergraduate:

- Bachelor of Science in Computer Science & Systems
- Bachelor of Arts in Computer Science & Systems
- Bachelor of Science Information Technology
- Bachelor of Science in Computer Engineering
- Bachelor of Science in Electrical Engineering
- Bachelor of Science in Mechanical Engineering

*These are new programs, approved in 2020 and 2021. These programs remain on provisional status and will be considered for continuing status in their fifth year.

Andrew Harris, Executive Vice Chancellor for Academic Affairs of the University of Washington Tacoma and Raj Katti, Dean and Professor of the School of Engineering & Technology attended a Graduate School Council meeting to discuss outcomes from the review. The Council reviewed all documents from the review prior to the meeting.

Graduate School Council Recommendations

After discussion, the Council recommended the following:

1. Doctor of Philosophy (Computer Science & Systems) program:
 - Full review of the Doctor of Philosophy program in five years (2028-2029), with a faculty review committee and a site visit
 - Interim report submitted to the Graduate School in three years (2026-2027) outlining progress or plans to stabilize the program. The program has not been implemented in accordance with the originally approved proposal. The following areas should be addressed in the report:
 - Program growth management and size
 - Student financial support, specifically secured grant funding prior to admission of students
 - Supervisory committee composition, including review committee reference to “the ability for a faculty advisor to stop working with an underprepared student”
 - Overall quality of doctoral student work and annual procedures by the program faculty to review performance and give feedback
 - Pace of students’ degree progression: Unit has implemented policy to limit 800 courses to students who have achieved candidacy. The Graduate School would like this policy to remain in place until the five-year review.
2. Each of the other programs on provisional status requires submission of a five-year report to the Graduate School in the program’s fifth year for consideration of continuing status. This is a standard requirement for new programs, outlined in each program’s original approval memo from the Board of Regents. Below are remaining programs on provisional status and the year in which

a five-year report is due:

- Graduate Certificate in Software Development Engineering (2024-2025)
- Master of Science in Electrical and Computer Engineering (2025-2026)
- Master of Science in Information Technology (2027-2028)

The next review of the full School of Engineering and Technology will take place in 10 years (2033-2034).

We concur with the Council's recommendations.

cc: Tricia Serio, Provost and Executive Vice President for Academic Affairs
Patricia Moy, Associate Vice Provost for Academic and Student Affairs, Office of the Provost
Jackie Belanger, Director, Libraries Assessment and Planning, University of Washington Libraries
Jason Johnson, Vice Dean, Undergraduate Academic Affairs
Raj Katti, Dean and Professor, School of Engineering & Technology
Review Committee Members
GPSS President