Minutes of the CS Ph.D. Program Executive Committee Meeting, April 12, 2002

In attendance: Ted Brown (chair), Stephan Altmueller, Sergei Artemov, Gary Bloom, Melvin Fitting, Yung Kong, Jacob Shapiro, Miriam Tausner.

The minutes of the previous meeting (2/8/2002) were approved after one correction: Susan Imberman was appointed as a provisional member of the doctoral faculty.

Ted Brown will ask Gwang Jung, whose membership in the doctoral faculty was provisionally extended at the meeting of 2/8/2002, to submit an up-to-date vita.

The multiple position forms of 3 CS faculty members based at the Graduate Center (Profs. Artemov, Haralick, and Herman) were approved by this committee (after the fact).

The question of whether the program should continue to have a foreign language requirement was discussed again. The committee considered a suggestion, from a member of the Curriculum Committee, that the format of the foreign language exam be changed so that students whose first language is not English would be required to translate from their foreign language into English (as this would also test their ability to write English). But the committee finally passed a motion (proposer: Bloom; seconder: Tausner) to table the subject once more until the next meeting, to give committee members time to find out if many other CS Ph.D. Programs still have a foreign language requirement.

The following (which are based on proposals from the Curriculum Committee meeting of 4/10/2002) were approved:

(a) All students in the program will be required, once a year, to write a summary of what they have accomplished in the past year and what they plan to accomplish in the following year.

[The possibility of setting up a student progress review committee that would evaluate the progress of each student in the program and make recommendations was also discussed, but no decision was made.]

(b) There will be a first-level exam committee which will include the previous two instructors of each core course (who will make up the exam in that area and grade it). A subcommittee of that committee will then review all the grades obtained on the exam and recommend an action to be taken on each student – options are to pass or to fail the student, and if fail then to require the student to take all or just take some of the core courses (as AUD) the next year. Grades will not be posted until the recommendations of the subcommittee are known to the Executive Officer.

(c) The topics of all core courses will be agreed-upon and published. Topics will be cross-referenced with handbook topics or textbook chapters. Instructors will provide a course outline which includes their grading policy and exam dates.
(d) In exceptional cases students may, at the discretion of the Executive Officer, be allowed to skip a core course if they pass a challenge examination. (However, the possibility of doing this will not be publicized.)

(e) The name of the course area "Programming Languages and Software Development Methodologies" will be changed to "Programming Languages and Software Methodologies".

The name of the course area "Computer Architecture and Telecommunication Systems" will be changed to "Computer Architecture, Networks, and Communication Systems".

(f) New courses:

"Topics in Databases", in the area "Programming Languages and Software Methodologies".

"Topics in Computational Complexity", in the area "Theoretical Computer Science and Its Applications".

"Topics in Cryptography and Computer Security", in the area "Theoretical Computer Science and Its Applications".

(g) All faculty who teach at the Graduate Center are required to have office hours at the Graduate Center.

Minutes submitted by: Yung Kong