Graduate Center of CUNY

Minutes Computer Science Executive Committee Meeting August 24th 2015

Present: Robert Haralick (EO), Sergei Artemov (GC), Candido Cabo, (City Tech) Sven Dietrich (John Jay), Matt Johnson (Lehman), Theodore Raphan (Brooklyn), Andrew Rosenberg (Queens College), Ioannis Stamos (Hunter), Zhanghang Zhang (CSI), Maryam Ghaffari Saadat, (Student), Denys Katerenchuk (Student), Xiuyan Ni (Student)

- Agenda was approved
- The minutes of April 24, 2015 meeting were approved

Old business
- Appeals
- Program Budget

New Business
- New Delegates were welcomed: Professors, Sven Dietrich, Ted Raphan, Peter Brass, Lev Manovich, and Students Maryam Ghaffari Saadat, and Xiuyan Ni.
- Executive Committee Meetings Dates– discussion on whether or not to meet on Fridays at 10 am. Due to certain schedule conflicts some members will either send replacement or will not be able to come in. It was agreed that the Executive Committee Meeting will take place Fridays at 1PM with the exception of the November meeting which will meet at noon.
- Mission of the Executive Committee –making program policies. Governance Policy was discussed and it was suggested how these need to be carried out according to Executive Committee.
- Black Friday Assessment - Professor Andrew Rosenberg gave an overall description of the purpose, which is to gather student’s Satisfactory Progress Review forms and have Faculty review it and discuss the milestone the student will take to acquire a PhD degree. It was agreed that Black Friday will take place at the End of the Fall Semester and at the End of the Spring Semester. Suggestions made for the Black Friday process:
  1. Students with Bachelor’s Degree should wait until they have 30 hours and then faculty can review their Satisfactory Progress Review.
  2. Get this base electronically.
  3. Provide as much community feedback to students and expose faculty.
  4. APO can provide Transcripts to Professors when they are here at GC for Black Friday, this way allowing them to get an in depth look at the student’s progress. All Transcripts MUST be returned to APO as this can be a violation of privacy.
- Program Budget – Professor Haralick discussed the Computer Science Program Budget. As of now we have $2,200. CS Program budget covers the following: Food Expense, Student Meetings, Travel Reimbursement, Office Supplies, Executive Committee meeting refreshments. The Executive Officer will ask the Provost for additional money for program.
- State of Admissions – Professor Haralick discussed the number of seats that were filled (17). One person from CCNY dropped out and was not able to finish. Most likely
the seats we were given this year will be the ones given next year. The Computer Science Program is allowed by the Provost's Office to admit only 17 seats. For these 17 seats we are given 5 GCFs, 4 Science Fellowships and 4 Tuition Fellowships.

- Fall Course Schedule:
  1. Algorithms Course- Professor Petingi volunteered to fill in for Professor Liang Huang who resigned mid-August due to family issues; he went to Oregon State. Professor Petingi is teaching the Algorithms course.
  2. Security and Cryptography Course: Professor Khan could not teach the required course due to being busy with research work, therefore Professor Nelly Fazio's course, Cryptographic Protocols, was suggested to the students in its place. It was decided that this issue should be first handled by the Curriculum Committee.

- Course Survey for Fall 2014 and Spring 2015 – Professor Ping Ji did a summary of the Fall Semester. Input data from all the courses given to the student to review data. What to do with these review forms. Put them on the website. Information will be sent back to professor.

- Approval for New Doctoral and New Adjunct Faculty – CV were reviewed first and Professor Haralick discussed how the Executive Committee has a role in approving people to the Doctoral Faculty. Must establish a suggestive criteria for applicants. Prof. Rosenberg suggested to review CV before offers are made. Executive decisions can then be made by Executive Committee Members, Chairs, or the Executive Committee Members can interact, along with Department Chair in decision to hire Doctoral Faculty. Membership Committee Votes and final decision is made by the Executive Committee Members/Meeting.
  1. Motion was made and Approved for New Adjunct Faculty, Professors Sklar and Parsons, who will continue mentoring their students.
  2. Motion was made and Approved for New Doctoral Faculty Members [Sos Agaian (SI), Chao Chen (Queens), Devorah Kletenic (Brooklyn), Michael Mandel (Brooklyn)]

- Governance Changes – Election procedures were discussed. The majority was in favor of preserving the current election procedures and not consolidating more influence for the Executive Committee or the Executive Officer.
- Holding concurrent elections for all committees (as done in student elections) was proposed as a solution to the practical difficulties listed in the agenda.
- Low participation of Faculty Members in elections as voters and candidates is still a problem which needs to be addressed.
- The same difficulties exist in student elections and a proper solution needs to be found.
- Terms of Service: the majority in favor of preserving the terms of service as listed in the governance document.
- Membership Committee and Executive Committee – The majority agreed that the wording of the governance document in this regard should be changed restricting faculty from being members in both the Membership Committee and the Executive Committee.
- A Governance Committee was formed as an ad-hoc committee to formulate the wording changes in the governance documents involving the Membership Committee and Executive Committee and other items that were discussed and need small wording changes. The committee is composed of Robert Haralick (EO), Sergei Artemov (Faculty Volunteer), and Maryam Ghaffari Saadat (student volunteer). It
was suggested the Governance Committee hold a meeting prior to upcoming (overdue) elections.

- **Appeals** –
  1. Basak Taylan – the majority decided there is insufficient information to vote on this case, however it was agreed that the Appeal Committee should contact Gabor Herman to inquire about the case, and attempt to reach a consensus, and provide a clearer report on the facts of the case as well as the results of their discussions before this matter is put to vote.
  2. Jiehao Xiao – The question was raised as to why Susan Epstein did not change the student’s grade to an Incomplete. However, the student’s request was granted by the Executive Committee.

- **Data Sciences** – The website containing a set of syllabi for courses in Data Sciences is under way and will be shortly available publicly.

- **New Curriculum** – Computer Security and Cryptography which is among the core courses has two problems, (a) The security aspect of it is not theoretical and (b) Its Cryptography aspect is not deep enough. It was proposed to substitute it with Modern Cryptography and a course on Security to alleviate both problems. A Suggestion was also made to put to vote the two items listed below, to which Ted Raphan suggested that the two votes should be tied together.
  1. Motion to change the title and syllabus of Modern Cryptography (in order to be able to add it to the core courses) without charging its course number (this way the administrative work and delay of introducing a new course can be avoided).
  2. Motion to add a course on Security to the list of Core Courses.
It was decided that this issue should be first handled by the Curriculum Committee.

- **Membership Committee Election** –
  1. Problem because the elections were not held in the spring as expected, and the term of all members of the former Election Committee has expired (also one of the former members is on leave).
  2. Solution – The former Election Committee should be asked to hold an election for its successor which will then be responsible for holding the subsequent elections, including an election for the Membership Committee.
  3. **It would also be reasonable to ask them to hold all the elections which were supposed to be held in the Spring, otherwise the new Election Committee will be burdened with the responsibilities that rightfully belong to their predecessors.**
  4. An important matter for the Membership Committee to vote on is the criteria for evaluation of doctoral faculty in order to decide on the continuation of their membership. Apparently the former Membership Committee voted against taking a systematic and uniform approach in this regard.

- **Four Year Teaching Schedule** – there were questions regarding the following:
  1. The protocol for accepting students from other departments (s.a. Mathematics).
  2. Introducing courses in collaboration with faculty in other departments (s.a. Psychology).
  3. Possible connection between Security and Data Sciences

The meeting was adjourned.