

EDUCATION COMMITTEE MEETING MINUTES  
February 11, 2005

The meeting was convened by Larry Davis at 2pm. He announced that due to the succession of meetings, all having long agendas, he intended to end the Education Meeting at approximately 2:45pm with the APT Meeting beginning immediately thereafter. Larry then turned the meeting over to Marv Zelkowitz for presentation of the first agenda item.

Marv gave a brief summary of a proposed new graduate software testing course which has been taught in the past as CMSC 838M. The future number of this course is yet to be determined. There were no questions so a motion was made to accept the proposal as stated. The motion was carried and the vote in favor of the course was unanimous.

Dianne O'Leary then gave a brief summary of a course, Advanced Numerical Optimization, which had been cross-listed in the past as CMSC 764 but somehow dropped off of the official course listings. It currently is listed as AMSC 607 and if the proposal is accepted, it will restore the cross-listing. There were no objections so a motion was made to cross-list the course and the motion was unanimously carried with an affirmative vote in favor of the addition.

Samir Khuller then presented the current department M.S. course requirements. The issue is that if a student goes with the thesis option, the he/she then only needs 24 credits of course-work. If some of these credits are independent study courses, that further reduces the more formal courses the person needs. Are faculty members comfortable with this situation? After considerable discussion, the majority of faculty members felt that there should be a limit of two independent study courses that a student may take with two letters from faculty members approving this course selection but it was also mentioned that the department should not make a system which is too rigid.

Samir then discussed one of the two memos from the Graduate School. The first memo outlines the importance for graduate students to register each semester that they are enrolled in a program and to do so on-time. Within the department, students will not be permitted to register late. This presents problems for determining TA assignments and for faculty members to know if their course will or will not be offered. The Graduate School passed a new procedure that states, "following the 10<sup>th</sup> day of registration for each semester, the Graduate School will notify students who have failed to register for two consecutive semesters (including the current semester) that they will be dismissed from the Graduate School at the end of the semester for failure to comply with the continuous registration requirement. These students are in jeopardy of termination.

The second memo having to do with the satisfactory progress of students toward their Master's and Ph.D. degrees was not discussed since the department is currently following these guidelines.

This topic then lead into Larry's question of what should be done when a course must be cancelled due to lack of registration. It is hoped that by pushing graduate students to register early, this occurrence will decrease. Still, there are times when it can not be avoided. Larry suggested the following: If a graduate course doesn't have a minimum of approximately five students, the course may be cancelled following discussion with the faculty member. The faculty member may be asked to teach two courses the following semester or if that isn't necessary, given that all of the courses are covered, then Larry will retain the right to ask that faculty member to teach two courses in the future when the coverage is needed.

Bonnie Dorr then presented a summary of a course CMSC 823, Computational Linguistics II. The numbers of students who are interested in this topic have increased. The field committee wants a second regular course on the books to follow CMSC 723. This later course will offer more intensive course work. There are four people who would be able to teach this. Either 723 or 823 can count towards comps credit but not both of the courses. The field committee wants students to have a breadth of knowledge so they want students to take other course offerings. After discussion and questions a motion was made to accept the proposal. The motion was carried and the proposal was unanimously passed.

David Jacobs was asked to present the proposal for CMSC 426 at the next meeting and to revise the information being presented in the proposal.

The first HCI course proposal was presented by Francois Guimbretiere for CMSC 734. After much discussion there was agreement that this type of course is needed but that the course description must be repackaged. The current version of the proposal sounds more like a Psychology course and it could be difficult to get approval by the campus PCC committee. Emphasis should be on statistical and experimental design and knowledge which will expose CS students to an area beyond programming. HCI papers and readings will be used in the class. There was agreement that this proposal will be reviewed via email and a vote of the faculty taken. The course could have a broad base of students from Psychology, Education, and CLIS in addition to traditional CS students.

The second HCI course was postponed for discussion at the next meeting.

Jeff Foster updated the faculty on plans to revise CMSC 330. The first group of CS students will be coming out of the new introductory sequence and registering for 330 in fall 2005. Jeff and Larry Herman are working on revisions but there will be no changes made to the core information.

The last topic on the agenda was also tabled until the next Education meeting. This meeting was adjourned at 3:50pm.