

An Education Meeting was held on Friday, October 3, 2003 beginning at 2:10pm. Larry Davis opened the meeting and turned it over to Samir Khuller who presented the first agenda topic, "Proposed Bioinformatics Bachelors Degree Requirements". Samir reminded everyone that the topic had been discussed for the past two years and that he was selected to be on a committee that has been meeting with people from the Biology Department. The objective is to establish a joint program between CS and Biology. Dean Halperin is very interested in the program and is hopeful that it can be offered beginning in either the Fall 2004 or Fall 2005. Copies of the proposed undergraduate degree requirements were distributed and people were asked to refer to it as the discussion developed.

Samir pointed out that the current proposal is light on the number and depth of upper level courses. This could be a problem for any UG student who decided to continue their graduate studies in Computer Science. It was further stated that CMSC 330 is not a required course in the program as currently structured. Any student that would select CMSC 420 who had not previously had CMSC 330 would be at a disadvantage. In addition, CMSC 330 's content may change in the future. There were further questions regarding whether CMSC 498 should be offered. One suggestion was made that CMSC 424 could be offered and as resources for Bioinformatics grow, the program could begin to offer more individualized courses.

It was stated that the current estimate of graduating UG students from the program would be 30 – 40 per year. People believed that the estimate was low and Larry Davis responded by saying that he would insist that there be a written agreement regarding the number of students and the number of courses, and the resources provided by the University should this program be offered.

Since the discussion was not bringing the group to any resolution, Larry suggested that Samir revise the requirements based on the input received, distribute a new set of requirements, and once everyone has an opportunity to review the second draft, an email vote will be conducted.

Larry Davis presented the second agenda topic regarding the staffing of UG courses. See attached presentation for details. Larry outlined the department's teaching obligation, the UG teaching requirements, and listed unresolved issues. He proposed two solutions:

1. Find others to teach courses
2. Reduce Professorial Faculty teaching involvement to once per year and then the Professorial faculty member would work with Instructors on project design, exams etc. There would also be the option for a Professor to co-teach each semester vs. helping Instructors the second semester.

Included in this solution is the assumption that every semester a professor would teach at the 300 level.

Larry outlined one additional issue, which is the high demand for courses in software and systems. The department can meet the current demand but there is no extra room for options.

Larry asked the members to consider the discussion and send him any questions, concerns, ideas within the next couple of weeks. A decision as to how the department will proceed should be made by the end of October. There was also mention of a guideline for teaching vs. buying-out, i.e. teach 4 courses and have the option of buying-out one course. Larry said that he would not police this but the guideline was reasonable. Field committees are responsible for making teaching assignments and policing buy-outs within their teaching jurisdiction.

The meeting was adjourned at 3:20pm.