

DRAFT

Minutes of the Third Computer
Science Steering Committee Meeting

March 22, 1972, at KU

Present: KU Ellermeier, Hetherington, Horowitz, S. Sedelow
KSU Conrow, Kruh, Sackman, Sincovec

1. Steering Committee Meetings

It was agreed that Steering Committee meetings are open to the faculty. It is expected that those faculty members exercising this option will not disrupt, monopolize, or hinder the progress of the meeting.

Regular meeting dates were discussed and agreed upon as follows: the Steering Committee should meet in October and April, the Joint Faculty should meet in December. Additional meetings may be scheduled as the need arises.

Preparations should be made for a change of co-chairman and for new Steering Committee members before the next meeting. In the future the election of new Steering Committee members should take place before the April meeting thereby giving the newly elected members an opportunity to attend this meeting which will result in a smooth transition and preserve the continuity of the Steering Committee.

2. Discussion of the Steering Committee Function of Ruling on Candidates for Faculty Appointments

The original COCOA document states that "faculty appointments in computer science will be by either the University of Kansas or Kansas State University without consultation with the other institution provided the Steering Committee has ruled on the appropriateness of the appointee's research specialty in relation to its general charge". After a long, heated discussion an interpretation of the preceding statement resulted in the following statement of policy: The Steering Committee will review faculty appointments once a year to certify that the differentiation of specialties is being maintained by each institution. The Steering Committee will have an executive role in new faculty appointments only if it involves an area of specialization that is currently offered at either university.

3. Reporting Procedures for Steering Committee Meetings

The following recommendations are subject to approval of the Joint Faculty.

The Steering Committee acts as a channel for information between COCAO and the Joint Faculty. As such, it is necessary to collect and disseminate appropriate data. Toward this end, the following are suggested practices to make report generation efficient.

- a. New advanced graduate course offerings on either campus will be reviewed by the Steering Committee annually.
 - b. Once each year (in the Fall) a review of areas of faculty research activities will be recorded with the Steering Committee. From this, a report to COCAO on the differentiation of specialties as it actually exists will be made. Joint Faculty recommendations for revising the advanced research specialties will be transmitted to COCAO at this time.
 - c. A review of faculty recruiting activities will be recorded with the Steering Committee and reported to COCOA.
 - d. Once each year a summary of the standings of all students in the program will be filed with the Steering Committee and transmitted by them to COCAO.
 - e. Regular summary reports in the area called Technical Exchange will be prepared at least once each year. These will cover library activities, joint colloquia, and other appropriate matters, and will be transmitted to COCAO.
 - f. All reports generated by the Steering Committee will be distributed to the joint doctoral faculty for formal acceptance.
4. Operating Procedures for Joint Faculty Meetings (see attached proposal which is subject to the approval of the Joint Faculty)
 5. Status Report on Brochure and Distribution Plans

The brochure should be ready by April 1. The department heads will formulate the distribution plans.

6. Current Status of Aspirants

Seven aspirants from KU and three from KSU have been formally accepted into the Ph.D. program. Two additional students from KSU are currently being processed. Construction of committees is now in progress. A regular item of business at Steering Committee meeting will be to review the current status of aspirants.

7. Ph.D. Requirements

A thorough examination of the specific Ph.D. requirements at KU and KSU revealed almost complete concordance.

8. Report of Meeting with COCAO (attached)

9. Suggestions and Recommendations on Technical Exchange

A proposal should be prepared requesting that a fund be established to provide the cost of transportation for faculty and graduate student travel between campuses.

A joint departmental directory should be established.

A survey was made to determine if a sufficient demand exists among the Computer Science graduate students at KSU/KU to take one or more courses at KU/KSU. If so, an attempt was going to be made to make the course(s) available. The results indicated a definite interest but there was not sufficient demand for any one course to warrant special considerations.

KSU should establish tracks with corresponding faculty and courses (similar to that established by KU and given in their Ph.D. requirements) and make this information available to graduate students on both campuses.

The TELENET should be investigated for a possible communication media. If feasible, a technical conference involving faculty and graduate students should be given using the TELENET.