

Faculty Meeting Minutes - APPROVED  
Friday, November 4th, 2005

1. Announcements: Graduate Program Review, Evergreen Collaboration, Holiday Party.

2. Approval of Minutes:

**5/13/05, 10/5/05 minutes were approved unanimously (G. Mobus motion, M. Rosenfeld second).**

3. New Business:

A. CSE Degree proposal - Larry

Faculty discussed issues in the CSE degree proposal:

- Who should teach the linear algebra course?  
Potential instructors named were M. Rosenfeld and P. Horak.
- This degree program will require resources to be allocated and faculty to be hired.
- There are potential accreditation issues in this degree program.
- The courses in this degree program might benefit from standardized syllabi and course coordinators.
- Should students in this program be allowed to take Operating Systems (TCSS 422) without taking TCSS 343?
- J. Tenenberg expressed desire that we push to name this program CE (Computer Engineering).

**CSE Degree proposal was approved unanimously (G. Mobus motion, J. Tenenberg second).**

B. Hiring new tenure-track faculty next year – Orlando

- We have an \$85,000 pot of money previously allocated to R. Eichler-West.
- This money is currently used toward lecturers' salaries.
- The money is proposed to be used to hire a tenure-track faculty member.
- Reasons for hiring another tenure-track faculty member include decreased or no availability for L. Crum, S. Hanks, and J. Tenenberg next year.
- O. Baiocchi expressed intention to replenish the lecturer salaries using money from other sources, and said he was close to having found suitable sources for this money.
- The intended faculty member to be hired should have a strong Computer Engineering background with computer science knowledge.

**Tenure-track hire proposal was approved with 1 "nay" vote (L. Crum motion, G. Mobus second).**

C. Undergrad committee recommendations:

I. TINST vs. TCSS courses, and implications.

- Amended to state that a course should be designated TCSS if it has *only* TCSS courses as its prerequisites.
- Faculty may also vote on individual courses to designate them TCSS.
- TCSS 475 will be evaluated later to decide the suitable designation.

**TINST vs. TCSS course proposal was approved unanimously (J. Tenenberg motion, M. Rosenfeld second).**

II. 325 as "writing intensive" (W) course

**325 as writing course proposal was approved unanimously (J. Tenenberg motion, M. Stepp second).**

III. A note concerning Skip Walter.

IV. Barbara Endicott-Popovsky's Information Assurance course to be offered as a TCSS 490 course with TINST 310 or consent of instructor as prerequisites for Winter 2006.

- Understanding of networking is not a prerequisite for the course.
- Faculty decided that **grad students will *not* receive credit for the course, but that undergraduates will be permitted to take TCSS 490 as a free elective.**

**B. Endicott-Popovsky's Info Assurance course TCSS 490 was approved unanimously (J. Tenenberg motion, L. Crum second).**

VI. Applied Computing minor process

- Faculty discussed whether the CSS program will maintain a list of "approved courses" that will satisfy the breadth course requirement.
- The question was raised of whether it would be easier to allow the other departments on campus to maintain their own lists of approved courses.
- D. Chinn, J. Tenenberg stated belief that no significant bureaucracy or hassle would be saved by having other departments manage these lists.

**TACCT 330 "approved course" designation was approved with two "nay" votes and one abstention (J. Tenenberg motion, I. Bichindaritz second).**

VII. Faculty of Record for Internships

- This item was tabled until a future meeting date.

D. 2006 Summer Sessions Offerings - Orlando

Peter Horak would like to teach 1 or 2 term B summer session courses for CSS: 320, 321 or 322.

**Faculty decided not to permit any single-term 4-week courses such as P. Horak's 320/321/322 request, out of concern that 4 weeks is not enough to teach these topics.**

- E. Faculty vote on hiring Bill to teach TCSS 305 and TCSS 143 for Winter Quarter 2006
- G. Mobus expressed interest in a committee review process for adjunct instructors.

**Proposal to hire B. Conlen for Winter 2006 was approved unanimously (G. Mobus motion, M. Rosenfeld second).**

F. Orlando and the graduate faculty - George

**Proposal for O. Baiocchi to join the graduate faculty was approved.**

G. Affiliate faculty - Orlando

**Extension of affiliate faculty status of R. Eichler-West was approved unanimously.  
Extension of affiliate faculty status of P. Horak was approved unanimously.**

H. Awarding Student Scholarships – Orlando

Currently Fiona decides which CSS students receive scholarships to our program. Should there be more than one voice in the process and should a faculty member be involved?

- I. Bichindaritz, G. Mobus, M. Rosenfeld volunteer to make a committee to determine who should choose student scholarships.

**Proposal to form committee approved unanimously (S. Chung motion, D. Chinn second).**

I. Institute email lists - Orlando

- G. Mobus recommended making separate mail list groups such as tenure-track, voting faculty.
- Faculty agreed that mailing lists should have "truth in advertising" -- that a mail list should contain exactly the people it implies it contains.

J. 50% leave for L. Crum, S. Hanks in academic year 2006

**In a blind ballot, 50% leave for both L. Crum and S. Hanks was approved by majority vote.**

# Minutes for CSS Undergraduate Committee meeting

October 7, 2005 Attending: Tenenberg, Chinn, Crum, Nelson, Mobus, Bichindaritz, Lyon-Banks

1. Tenenberg will record "minutes light": just the decisions made at each meeting.
2. The Undergraduate Committee recommends the following for full faculty consideration.
  - A course will be designated with a "TCSS" prefix when either
    - i. it is a core course in a CSS major, or
    - ii. the course has a TCSS course somewhere on its pre-requisite list.
  - Each current TCSS course that does not satisfy the above definition will be reviewed by the chair of the undergraduate committee and the faculty member(s) teaching the course to determine if the course should either have a TCSS course added as a pre-req or if the course should be changed to a TINST designation.
  - Up to 5 credits of TINST 400-level courses other than 498 and 499 can be used to satisfy the CSS concentration electives.
  - No CSS major will get credit for any of 310, 311, 312, or 307. As new TINST courses get added, this list will be updated. The philosophy behind this rule is that students should not get credit for a TINST course when there exists a TCSS version of the same material.
3. The Undergraduate committee recommends that 325 be designated "writing intensive".
4. Tenenberg will send Skip Walter comments from the undergraduate committee on his new course proposal syllabus: Designing Software Products. Walter will be here to give a public talk at the end of the term, and on or near that date, if approved by the CSS voting faculty, Tenenberg will set up a meeting so that he can be interviewed by the CSS faculty. The committee was supportive to offering this course for our students, and believes that it is best offered the first time as a Special Topics undergraduate course. The committee believes that Walter's previous industry and teaching experience qualify him to teach an undergraduate course at the Institute. Tenenberg will disseminate the next draft of Walter's syllabus to the full faculty for approval pending undergraduate approval (which will be attempted by email), along with Walter's accompanying CV and teaching/course philosophy statements.
5. The reading course proposal by Aaron Ritchey, advised by Marty Stepp was approved without condition.
6. The remaining meetings for the balance of the quarter will be every other week, Wednesday, 12:45 - 1:45pm. The dates are: Oct 12, 26, Nov 9, 23, Dec. 7. Meeting rooms TBA and broadcast by Tenenberg.