

## CaRDS Board Meeting

### Minutes

February 4, 2020, 3:30

309 Burgin-Dossett Hall

Present: Gordon Anderson (Dean, A&S College), David Atkins (Dean, Sherrod Library), Brian Bennett (Computing), David Currie (IT), William Flora (Interim Associate Provost for Academic Initiatives), Frank Hagelberg (Physics and Astronomy), Karen King (CIO), Sharon McGee (Dean, Graduate Studies), Robert Pack (Associate Dean, Academic Affairs), Phil Pfeiffer (Computing), Tony Pittarese (Chair, Computing), Robert Price (Chair, Mathematics/Statistics), David Atkins (Sherrod Library), Randy Wykoff (Dean, College of Public Health)

An initial summary addressed the following items:

- Evidence of demand
- Differentiation from existing TN programs
- Proposed curriculum
  - Degree requirements
  - Courses
- Proposed course delivery - on-ground plus online
- Projected enrollment
- Resource requirements

The following discussion focused on

- assessing the overall program viability,
- criticizing specific program elements,
- recommending improvements of the present proposal.

The discussion focused on the next steps to be taken towards the Master's Degree in Applied Data Science (M.S.A.D.S.). Further, we considered the CaRDS seminar schedule for spring 2020, as well as e-day 2020. Specifically:

- *About the M.S.A.D.S.*

- Timeline for submitting the Letter of Notification (LON):  
Before being sent to the Tennessee Higher Education Commission (THEC), the LON will have to be submitted to the ETSU Curriculog and subsequently pass through various stages of evaluation, i.e. review by the ETSU Graduate Council, the Academic Council, the University Council, the Office of the President, the ETSU Board of Trustees. From this last station, it should be transferred to THEC. February 15 2020 was suggested as target date for starting the curricular process. This implies that the planned meeting with the deans of the contributing colleges, and other stakeholders, should take place as soon as possible. Dr. Sharon McGee will be requested to call this meeting.
  
- Split directorship:  
In terms of program leadership, a director/co-director team is preferable to a single director, as the two directors will represent the two departments at the core of the ETSU data science initiative, i.e. Mathematics and Statistics, and Computer Science. Further, the workload associated with the directorship, especially in the initial phase of the program (organizational tasks, interfacing with local business, recruiting future students, advising students already in the program, and more) calls for division of labor. At this juncture, the Department of Computer Science has multiple sources of release time, but it might be argued that this time should not be used for an interdisciplinary program, but rather for a purpose more directly pertaining to the interests of the department. In response to this objection, CaRDS may draft a Memorandum of Understanding (MOU), clarifying the role of the co-director, and defining Key Performance Indicators (KPIs). A plausible candidate for co-directorship is Michael Lehrfeld, associate professor at the Department of Computer Science, and Information Security Consultant at Eastman Chemical Company.
  
- Installing 4+1 programs:  
The 4+1 design envisaged by the math department might be adopted by the computer science department as well. Allowing the participating students to complete a bachelor of science and a Master in Applied Data Science in a period of five years, this arrangement could increase the attractiveness of the M.S.A.D.S. and, by the same token, the preceding bachelor programs. Interested students would be given the chance to be accepted into a 4+1 track in their junior years. Matt mentioned that a 4+1 option might also be an asset for the psychology department, and that other departments might follow suit.

- *CaRDS seminar in the SS 2020:*

An invitation has been extended to Dr. Bjarne Berg, Professor of Computing Sciences and Professor of Mathematics at Lenoir-Rhyne University.

Matt Looney of Eastman Chemical Company is another candidate for a CaRDS seminar talk.

Further, students of Michele's PICMath (Preparation for Industrial Careers in Mathematical Sciences) course might contribute a group presentation.

- *e-day 2020.*

Once more, *e-day* could be held on a date late in March.

Tony Mezzacappa (Advanced Computing Facilities, ORNL) might be invited to give a talk on the presence and future of ACF, and related items, continuing the *e-day* tradition of featuring large-scale computation of relevance to ETSU researchers. David will contact Tony about this matter. Further, student projects could be presented, as in the final session on *e-day* 2019. Students of Brian Matt, and Michele might participate.

- *Action items:*
  - Updating Dr. McGee and asking her to call the planned meeting with ETSU authorities as soon as possible. (A respective message has been sent to Dr. McGee)
  - Those who promised an endorsement letter and have not yet sent one should be gently reminded of their commitment (a mail to that effect was sent to Edmon Begoli). So far, we have letters from Ballad Health and Eastman Chemical Company.
  - Requesting Mike Hoff to provide the recent employment statistics about graduates from data science programs at the Master's level (Bob Price was successful in obtaining statistical data from Mike Hoff, and he might succeed again).
  - Devising a budget for the computational needs of the program.
  - Contacting Tony Mezzacappa, inquiring about his availability as an *e-day* speaker.

The meeting adjourned at 4.00 pm.