MEMORANDUM OF UNDERSTANDING

To expand the educational opportunities of students enrolled in the Southern Illinois University (SIU) System by making available the widest possible variety of graduate curricular offerings while minimizing institutional costs, the College of Science at SIU Carbondale (SIUC) and the School of Engineering at SIU Edwardsville (SIUE) agree on the participation of the SIUE School of Engineering graduate students in the SIUC College of Science doctoral program in Computer Science. The graduate faculty of the School of Engineering at SIUE and the College of Science at SIUC agree on the following terms and conditions.

This document, as well as the description and requirements of the Ph.D. degree program in Computer Science, as listed in the SIUC Graduate Catalog, constitute the basis for post-master’s degree students at the SIUE School of Engineering to participate in the doctoral program in Computer Science at SIUC.

1. The graduate faculty of the SIUE School of Engineering and the SIUC College of Science agree to cooperate in providing students the opportunity to pursue a Ph.D. in Computer Science.

2. Admission: The requirements for admission to the Ph.D. program in Computer Science are listed on the SIUC Computer Science Department website and printed in the SIUC graduate catalog (http://www.cs.siu.edu/graduate/degrees_offered/phd_comp_science/phd_adm_req.php). The Associate Dean of the School of Engineering—SIUE is the coordinator of the program at SIUE and an ad-hoc member of the PhD Committee at SIUC. The SIUE Associate Dean will evaluate applications of students applying to SIUE, in association with the SIUE Dean of Graduate School, and administer a decision regarding eligibility of individual students. If the decision is to admit, the student's application will be forwarded to the Graduate Program Director of the Computer Science Department at SIUC, who serves as the Director of the Ph.D. Program. Applications will then be reviewed and a final decision to admit will be administered by the SIUC Computer Science Department Ph.D. Committee in the same manner other students are admitted to SIUC's program and then by the SIUC Graduate School. The need for and nature of any remedial work required will be determined by the student's Ph.D. committee.

In keeping with common practice in the SIUC Ph.D. Computer Science Program, advisors (Ph.D. co-chairs) will be identified at the time of admission; SIUE coop students will have a co-advisor from each campus.

3. SIUE Department of Computer Science faculty members, whether tenured or tenure track, who are interested in participating in the Computer Science Ph.D. Program must have graduate faculty status at SIUC. Those interested in chairing candidacy or dissertation committees must have direct dissertation status as well. Participating
SIUE faculty will be granted regular graduate faculty status at SIUC by providing a curriculum vitae to the SIUC Graduate School through the SIUC Department of Computer Science. An SIUE faculty requesting direct dissertation status must be a tenured associate or full professor and be approved by the SIUC Graduate School through the SIUC Department of Computer Science. Tenure-track assistant professors may also request direct dissertation status, consistent with approved criteria in the SIUC College of Science. SIUC Computer Science faculty desiring graduate faculty status at SIUE can do so by contacting the Associate Dean of the School of Engineering in cooperation with the SIUE Dean of Graduate School.

4. **Tuition and fees:** Southern Illinois University Board of Trustee’s policy regarding tuition and fees of cooperative graduate programs is incorporated herein and made part of the Memorandum. This policy is as follows: *for any semester in which a graduate student is concurrently enrolled in programs at both SIU at Carbondale and SIU at Edwardsville, the student may register for all such programs through one “home” campus and pay tuition and fees at the rates then applicable at that one campus. The other “receiving” campus shall not assess tuition or fees for programs located on its campus. If the student has a graduate assistantship or fellowship, the campus which awarded it shall be the home campus for that student; otherwise the student may elect which is to be the home campus. In addition to this policy, the University teaching the courses in which the Program students are enrolled shall receive the credit hour production.*

5. **Residency:** SIUE will be designated as an approved residence center by the SIUC Graduate School, making courses taken at SIUE applicable toward SIUC residency requirements for graduation.

6. **Courses:** The minimum course requirements in the Computer Science Ph.D. Program are listed in the Graduate Catalog and on the SIUC Computer Science Department website (http://www.cs.siue.edu/graduate/current_students/steps_to_grad/phd_prog_req.php).

   Currently, the program requires 24 credit hours of course work and 24 hours of dissertation work. Up to six credit hours can be approved for transfer to the degree program that is earned from an accredited institution. The course work must include two one-credit hour seminar courses, minimum six credit hours from an approved list of computer science 400/500-level courses, and minimum six elective credit hours of CS 500-level courses. The course of study must include a minimum of six credit hours of 400/500-level courses from academic departments other than computer science. These courses must be selected from a list approved by both SIUC Computer Science and SIUE Computer Science Departments.

   An SIUE student must complete at least 9 hours of the course work at SIUC, of which no more than 3 hours can be an independent study supervised by both the Chair at SIUE and co-chair at SIUC. The remaining 17 hours of course work may be completed at SIUE. In addition, an SIUE student must register for 12 of the 24 hours of dissertation work at SIUC and for the remaining 12 hours at SIUE. The dissertation credit is restricted to nine hours per semester. This MOU will be subject to any changes in the
requirements approved for the SIUC program.

All graduate courses offered by the two Universities are to be reciprocally recognized as appropriate for application toward the doctoral degree within the requirements of the individual student's program. The institutions may facilitate course delivery via satellite or similar means of distance learning, to increase the number of offerings for students from both campuses and to minimize traveling.

7. **Candidacy (Qualifying) Exam**: To become a Ph.D. candidate, an SIUE student will follow existing rules applied to all students in the Computer Science program at SIUC. At the time of this agreement, these stipulate that the student must fulfill the requirements for the departmental Candidacy (Qualifying) Examination within three years of enrollment in the doctoral program. The Qualifying Examination is organized and administered by the student's academic advisors and includes a written and oral exam. In addition, the Candidacy Exam Committee will be composed of at least three graduate faculty members, consisting of the co-advisors of the student along with at least one other graduate faculty from either campus. It is recommended that these same faculty members serve also on the student's PhD Committee. The faculty prepares a written test based on at least two areas of concentration related to the student's intended dissertation area. Questions will be drawn from regularly scheduled 400 and 500-level graduate courses. The grade for the exam will be on a Pass or Fail basis for each subject area. If a student fails to pass any subject area of the written examination, a second chance is given for the failed topic test. Oral exam must be scheduled after student passes the written exam and must take place no later than two weeks after the written exam. Students who fail the written or oral part of the Qualifying Examination after two attempts will be dismissed from the Ph.D. program.

8. **Dissertation**: A dissertation must be written under the co-direction of the student's dissertation advisors (one from each campus) and approved by the student's Ph.D. committee. The Committee will be composed of at least six members: three graduate faculty from SIUE and three graduate faculty from SIUC, including a co-chair from each campus. After successfully completing the candidacy exam, the student presents the dissertation proposal and obtains the approval of the dissertation committee to proceed. Each candidate must pass a final oral exam over the candidate's dissertation, conducted by the candidate's Dissertation Committee. The dissertation will be accepted provided the dissertation co-advisors and at least three of the other four members of the committee so agree. From the dissertation, the candidate must publish (or have accepted for publication) a minimum of two articles in peer-reviewed journals. The candidate must be listed as the primary author of at least one of these journal articles.

9. **Exceptions**: Requests for exceptions to admissions or completion requirements will be submitted in writing to the SIUC Computer Science Graduate Program Director.
10. **Term & Termination:** This Memorandum of Understanding shall become effective August 1, 2015 and shall expire July 31, 2019 ("Term") unless earlier terminated as provided herein. Either party (SIUC or SIUE) may terminate this agreement, with or without cause, by providing written notice to the other party at least 90 days in advance of the intended termination date. No less than 180 days prior to the expiration of the Term the Departments of Computer Science at SIUC and SIUE will confer to decide whether to renew the cooperative program defined herein and the terms and conditions of that renewal. Notwithstanding the foregoing provision, any such renewal shall be effective only upon a written agreement signed by the authorized representatives of SIUC and SIUE. If this agreement is terminated or not renewed, the then-enrolled Ph.D. students from SIUE will be allowed to complete their program subject to the rules and policies applicable to the program, including but not limited to completion within the maximum number of years allowed by SIUC Graduate School catalog.

11. **Modifications:** This agreement may be modified only by written agreement executed by the authorized representatives of SIUC and SIUE.

[Remainder of page intentionally blank—signatures to follow on next page]
Southern Illinois University Carbondale

Susan M. Ford, Acting Provost and VC for Academic Affairs – SIUC

5/18/15

Southern Illinois University Edwardsville

Parviz Ansari, Provost and VC for Academic Affairs – SIUE

5/18/15

Recommended by:

Shahram Rahimi, Chair
Department of Computer Science - SIUC

5/18/15

Dennis Boudreaux, Chair
Department of Computer Science - SIUE

5/18/15

Pam Achenbach, Dean
College of Science – SIUC

5/18/15

Hasan Sevim, Dean
School of Engineering – SIUE

5/18/15

James Garvey, Acting Dean
Graduate School – SIUC

5/18/15

Jerry B. Weidberg, Dean
Graduate School – SIUE

5/18/15

SDUC
APPROVED AS TO LEGAL FORM

4-30-2015

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