**Memorandum of Understanding**

Date of Ratification: September 28, 2015

The faculty of EECS supports the establishment of two departmental units: Department of Electrical and Computer Engineering (ECE), and Department of Computer Science (CS). The proposed structural change will help better promote the identity of the disciplines inside and outside UCF, will help the units to better focus their efforts towards increased national visibility, and will help each unit focus its attention to UCF stakeholders that have a tighter relationship with one unit versus the other. At the same time, the benefits of their existing unified structure, such as close curriculum coordination, student recruiting and advising of any EECS student by any EECS faculty, co-habitation of EECS faculty in the same building, and extensive research collaborations of EECS faculty irrespective of the specific unit that they belong to will be preserved. Toward these goals, the faculty and administrations of the two departments consent to the following operational guidelines:

**(1) Structure:**The proposed establishment of the CS Department and ECE department, once approved, is permanent for at least 10 years. That is, neither UCF nor the college nor the departments will attempt or allow any departmental level reorganization, structural change, or name change affecting these departments before academic year 2026.

**(2) Program Jurisdiction and Expansion:**

The CS, the Information Technology (IT), and the Digital Forensics degree programs will reside in the CS Department only, and the Electrical Engineering (EE) and Computer Engineering (CpE) programs will reside in the ECE Department only. Both departments will follow university guidelines when applying for any new degree program besides those they currently administer, and they will also consult with each other in advance of such application. However, the CS department’s (current) application for an MS degree in Data Analytics is exempt from this requirement.

**(3) Courses:**A single committee with equal representation from the two departments will be constituted to advise academic content of shared undergraduate required courses. For undergraduate electives and graduate courses, both departments would welcome each other's inputs, nonetheless each retains complete freedom.

**(4) Research:**
Both departments of CS and ECE should publish their technical areas as well as strategic directions. The college will make decisions about hiring into these research areas and about strategic directions to avoid detrimental overlaps. It is the responsibility of the college administration to ensure individual faculty members as well as future hires are housed in appropriate departments.

**(5) Faculty Secondary Joint Appointments:**

When requested, faculty members from one department are automatically granted secondary joint appointments in the other department. Reciprocity and standard privileges apply, including supervision of graduate students, and the ability to supervise as chair a PhD dissertation or MS or honors thesis, mentor students, etc.

**(6) Staff:**

Current staff resources, including shared staff, will continue as is.

**(7) Space:**

Space will be administrated per current ownership.

 Zhihua Qu Gary T. Leavens

 Chair of Electrical and Computer Engineering Chair of Computer Science