

UNIVERSITY DATA SCIENCE COMMITTEE BYLAWS

Adopted November 30, 2022

I. NAME

The name of the committee shall be the University Data Science Committee (UDSC).

II. PURPOSE

The purpose of the UDSC shall be to grow Mississippi State University (MSU) through data science research, teaching, and service, as well as advancing the art of the field of data science.

To achieve this purpose, the UDSC will

- Facilitate intellectual innovations and promote the intellectual contributions of MSU faculty to internal and external audiences.
- Promote and encourage ethical and trustworthy scholarship in data science.
- Advance education and training in data science through innovative curriculum content and delivery.
- Advocate for data science infrastructure, coordinate existing resources, and identify needs for required technologies to be made available to internal and external stakeholders.
- Develop and expand applications of data science through coordinated research, teaching, and community engagement.
- Develop relationships with local, national, and international partners.
- Recruit and retain high-quality students for the data science degree programs and courses.
- Expand the footprint of data science as a discipline throughout courses and research occurring across MSU units.

In pursuing these objectives, the UDSC serves students, faculty, researchers, staff at MSU and beyond, as well as the public sector and business community.

III. RESPONSIBILITIES

The UDSC is responsible for advancing the state of data science at MSU through the following functions:

- Coordinating the Bachelor of Science in Data Science, the graduate certificate in Data Science Pedagogy, and future data science degree programs proposed by the committee.

- Reviewing and approving curriculum proposals once approved by their respective colleges for the bachelor's degree program before they are submitted to the University Committee on Courses & Curricula.
- Coordinating accreditation and assessment efforts for the bachelor's degree program and courses.
- Continuously assessing existing curriculum in the bachelor's degree program to be up to date with the state of the field.
- Reviewing capstone projects and coordinating student internship and research opportunities for majors in the BS in Data Science.
- Supporting the growth of existing data science-related programs on campus, such as the Master of Science in Data Science, the graduate certificate in Computational Biology, and the undergraduate endorsement in Cyber Criminology.
- Advocating for resources and opportunities that support data science education and research at MSU.
- Recruiting and retaining students interested in data science degrees, careers, and research opportunities.
- Promoting data science-related research and events.
- Developing domestic and global partnerships with industry, educational institutions, and community partners.
- Promoting data science through study abroad opportunities.

IV. COMPOSITION

The UDSC shall include voting faculty members and additional non-voting representatives as listed below. All participating MSU colleges are represented on the committee, as well as the Data Science Program, Registrar's Office, and Provost's Office.

The voting members of the committee shall be

- Two representatives (with a faculty appointment) for each participating MSU college.
- One representative (faculty) from the Data Science Program, appointed by the Data Science Program Director.
- The Data Science Program Director.

The non-voting members of the committee shall be

- One representative from the Provost's Office.
- The Dean of Interdisciplinary Studies.
- The Academic Coordinator of the Data Science Program.
- The Program Coordinator of the BS in Data Science.
- One representative of the Office of Undergraduate Research.
- Other interested representatives from campus on an as-needed basis.

V. LEADERSHIP POSITIONS

The committee shall have the following elected leadership positions:

Data Science Committee Chair:

- The Committee Chair shall be responsible for presiding over all meetings of the UDSC. Only current voting members of the committee are eligible to be elected chair. If a member is in the final year of their membership term, their reappointment to the UDSC must be approved by their dean to be eligible to run for Chair of the committee. The election will take place at the final UDSC meeting of the academic year. The Chair will be elected by a simple majority of votes to a one-year term that begins in the fall semester. At the end of their leadership term, the Chair will be eligible for election to a single one-year extension by a simple majority of votes. In the event that the Chair cannot preside at a called meeting, the Data Science Program Director will serve as the presiding officer in the Chair's absence.

Subcommittee Chairs:

- The Chair of each subcommittee shall be responsible for convening the subcommittee regularly between UDSC meetings and reporting back to the UDSC with updates on the subcommittee's progress at each UDSC meeting. The Chair will be selected by the members of the subcommittee at their first meeting of the year to lead the subcommittee for a one-year term.

The committee shall have the following appointed leadership positions:

Data Science Program Director:

- The Director is appointed by the Provost and charged with the day-to-day operations and development of data science broadly at MSU.

Data Science Program Coordinator:

- The Data Science Program Coordinator is the academically qualified faculty member responsible for coordinating the BS in Data Science.

VI. MEMBERSHIP RULES & PROCEDURES

Members of the UDSC serve three-year terms and join the committee by being appointed by their college dean. Colleges may select their representatives through application, election, or appointment processes consistent with their operating procedures.

Terms shall be staggered so that no more than one half of the committee rotates off in any given year.

If a member cannot serve out their term, they shall be replaced by a new representative appointed by their dean for the remainder of the term.

VII. VOTING

Any member of the committee may make a motion, but a vote may only be taken when one half of the voting members (quorum) of the UDSC is present. Two-thirds of the quorum votes are required for motions to pass. Voting may be conducted through special mail or online ballot.

VIII. FREQUENCY OF MEETINGS

The UDSC shall meet once a month during the regular academic year. The standing day and time of the meeting shall be determined at the start of each academic year to accommodate the schedules of the greatest number of committee members possible.

IX. BYLAW AMENDMENTS AND REVIEW

These bylaws shall be reviewed every three years, beginning in Fall 2025. They may be amended at any time by a two-thirds vote of the UDSC members.