

## Updates on PhD Courses and procedures

COMPUTATIONAL SCIENCES PHD PROGRAM		
Course	Academic and Teaching Staff as on APPLICATION FOR EVALUATION – ACCREDITATION - PROGRAM OF STUDY	Updates on Academic and Teaching Staff
COS 500 Frontiers & Methodologies in Computational Sciences	Vangelis Harmandaris (Lead Instructor) Constantia Alexandrou (Lead Instructor) George Christophides Theodoros Christoudias Giannis Koutsou Mihalis Nikolaou Nikos Savva Simone Bacchio Charalambos Chrysostomou Jacob Finkenrath Kyriakos Hadjiyiannakou Stefan Kühn	Vangelis Harmandaris (Lead Instructor) Constantia Alexandrou George Christophides Theodoros Christoudias Giannis Koutsou Mihalis Nikolaou Nikos Savva Simone Bacchio Charalambos Chrysostomou Jacob Finkenrath Kyriakos Hadjiyiannakou Stefan Kühn Costas Papanicolas George Artopoulos

### Notes on the Dissertation Advisory Committee, Doctoral Examination Committee and procedure of Doctoral defense:

#### Composition of the Dissertation Advisory Committee

This is an ad-hoc Committee that has the responsibility of providing support, advice and of reviewing graduate students' progress over the duration of their doctoral studies and for the completion of their PhD thesis. Dissertation Advisory Committees closely monitor the advancement of students, offering short yearly evaluations to the Office of Graduate Studies submitted by the committee Chair. Dissertation Advisory Committees also have the responsibility to prepare and administer students' Comprehensive Examination.

#### Composition of the Committee

1. Academic supervisor (Chair)

2. At least two (2) faculty members in the major field of concentration

It should be noted that at least one of the DAC members should be either an Associate Professor or a Professor.

The committee is created during the first semester of enrollment of the student. The academic supervisor usually (but not necessarily) serves as Chair. The supervisor proposes the members of the Dissertation Advisory Committee and the composition of the committee is approved by the Academic Committee. One or two well-known experts with a PhD degree, not affiliated with The Cyprus Institute but who have particular expertise in the candidate's research area can be included in the committee as external members, upon recommendation by the Supervisor and approval of the Academic Committee. External members are expected to participate fully in the functions of the committee.

### **Composition of the Doctoral Examination Committee (DEC)**

The Doctoral Examination Committee is comprised by:

- a. the members of the DAC, including the supervisor
- b. and two external experts

The external members are suggested by the DAC at the same time as the submission of the thesis by the student. All DEC members are then forwarded to the AC for approval through the relevant OGS form.

DEC Chair: One of the internal DEC members is responsible for facilitation of the examination and for chairing the meeting BUT not the supervisor.

The doctoral thesis is sent to all members of the Doctoral Examination Committee and it is required by all members to state, before the organization of the defense, that the thesis fulfills all requirements and the candidate can officially proceed to a defense.

The defense may be on-line, in-person, or a combination of on-line and in-person. The examination is public and other members of the Cyl including other graduate students may attend.

There is no set structure, but the following order and elements should occur and the total time from start to finish should be no more than 2.5 hours except in exceptional circumstances. The defense comprises the following order and elements:

- a. Concise public presentation – ca. 20-30 minutes
- b. Initial general questions from DEC – ca. 30 minutes

- c. Questions (if any) from public – ca. 10 minutes
- d. Break – and public leaves – ca. 5 minutes
- e. Closed session and detailed DEC questions to the candidate – ca. 30-60 minutes (priority should be given to the two external DEC members)
- f. The candidate is asked to leave.
- g. DEC confers and makes decision – ca. 10-20 minutes

There could be five outcomes:

1	Award the PhD degree.
2	Award the PhD degree subject to the satisfactory completion of minor amendments to the thesis within 3 months.
3	Award the PhD degree subject to the satisfactory completion of major amendments to the thesis and resubmission of the thesis to the DEC within 18 months.
4	Award the PhD degree subject to the satisfactory completion of major amendments to the thesis and resubmission of the thesis to the DEC within 18 months and repetition of the defense.
5	Fail.

After the defense, the DEC members must complete a report with their comments with regards to the thesis and the defense and submit it at the Office of Graduate Studies. The decision of the DEC is approved by the Academic Committee of The Cyprus Institute.