Exception to the PhD Student Publication Requirement

Department of Computer Science, Florida State University

Only the papers from the **Publication Requirement List** (PRL), which, by default, consists of the conferences and journals ranked B or higher by the Computing Research and Education Association (CORE) [http://www.core.edu.au], can be used to meet the PhD Student Publication Requirement. To ensure quality, breadth, consistency, and integrity of the PhD Student Publication Requirement, the following steps must be followed when requesting an exception.

An inclusion or modification request must contain the name of the conference/workshop/journal and rationale for the request. A request can be made in one of the following ways:

1) **Inclusion Request**
When a PhD student requests to use a paper not in the PPL list to meet the PhD Publication Requirement, all the CS members on the student's Supervisory Committee must unanimously request a formal inclusion exception request by writing to the department chair. A copy of the paper should be included with the request.

2) **Modification Request**
To add a conference or journal in the PPL list or remove an entry in the PPL list, at least three CS faculty members with GFS status must make a formal modification request by writing to the department chair. Evidence should be provided to justify the request.

Upon receiving an inclusion or modification request, the chair will form a **Publication Requirement Committee**, consisting of:
- All the Executive Committee Members
- Up to three additional members appointed by the chair

The Publication Requirement Committee may request additional information regarding the request. After examining relevant evidence, the Committee will make a decision whether the request is granted or denied. The decision by the Committee is final and cannot be appealed within the department.

Note that the endorsement of an inclusion request cannot and should not be interpreted as an endorsement of student's proposed dissertation research. The student's Supervisory Committee must evaluate the proposed dissertation research according to all applicable standards and requirements.

Approved by the faculty on January 22nd, 2021 during the faculty meeting.