GINA CODY
SCHOOL OF ENGINEERING
AND COMPUTER SCIENCE

MINUTES OF THE OPEN SESSION
COUNCIL OF THE GINA CODY SCHOOL OF ENGINEERING AND COMPUTER SCIENCE

Friday, October 9, 2020
ZOOM

PRESENT:

Chair: Debbabi, M.

Voting members: Agarwal, A.; Akgunduz, A.; Anbuhi, S.; Athienitis, A.; Bagchi, A.; Ben Hamza, A.; Campbell, S.; Contreras, I.; De Visscher, A.; El Ayoubi, C.; Fayyaz, F.; Goodarzi, B.; Hashtrudi Zad, S.; Khalid, , Z.; Kuzgunkaya, O.; Lucia, W.; Morgan, A. ; Narayanan, L.; Nazemi, A.; Ng, H.; Paquet, J.; Pugh, M.; Qiu, D.; Rathore, A.; Ronci, D.; Safa, T.; Selmic, R. (for Shayan, Y.); Shihab, E.; Singh, T.; Soliman, A.; Stathopoulos, T.; Thiel, S.; Vermeire, B.; Walia, J.; Youssef, A.; Zeng, Y.

Non-Voting members: Bencheikh, Z.; Edwards, J.-M.; Kraulis , I.; Pawelek, P.; Udvud, E.; Ward, M.

Observers: Allaire, V.; Clarke, A.; Fiorentino, N.; Foisy, J. (for Martel, C.); Himmo, M.

Guests: Bhuiyan, N.; Crittenden, L.; Isaac, A.; Mitchell, L.; Smith, C.

REGRETS:

Voting members: Carr, G.; Gopakumar, G.; Hammad, A.; Ormandjieva, O.; Popa, T.; Shayan, Y.; Whitelaw, A.; Witte, R.

Observers: De Melo, D.; Gosselin, G.; Martel, C.; Miatello, M.

1. Call to Order of the Open Session

   The Chair called the open session of the meeting to order at 2:14 p.m.

2. Adoption of the Agenda

   Motion 2020-07-01   *Upon motion duly moved and seconded (T. Stathopoulos / M. Pugh), it was passed that the Agenda be adopted as submitted.*

   Vote: Carried unanimously

3. Approval of the Minutes of Open Session ECFC 2020-06 – September 11, 2020

   Motion 2020-07-02   *Upon motion duly moved and seconded (M. Pugh / A. Bagchi), it as passed that the Minutes be approved as submitted .*

   Vote: Carried unanimously

4. Chair's Remarks

- Dr. Kash Khorasani from ECE obtained two grants from the Department of National Defence for a total of $2.25 million. The first project is on cooperative network of autonomous unmanned vehicles and the other one is on policy challenges of AI and Autonomous systems.

- Dr. Roch Glitho has been awarded the Ericsson/ ENCQOR 5G Industrial Research Chair in Cloud and Edge Computing for 5G and Beyond. The chair comes with a funding of 2.67 M$ over 5 years.

- The 31st edition of the Concordia Shuffle ended on September 25. The University raised a total of $ 135, 000, a significant contribution to our students' academic life. All participants are thanked for their contributions.

- The winter term will be delivered remotely. This decision is motivated by the current public health situation.
    − Teaching will be conducted remotely with minimal in-person activities.
    − Access has been provided to certain labs. More than 170 labs are currently operating.
    − Faculty offices and teaching labs remain accessible. A compulsory Moodle training on COVID-19 and a self-evaluation form are required before being granted access.
    − Employees currently working from home will continue working remotely until further notice.
    − The Webster and Vanier libraries are open with a limited access to study areas for undergraduate and graduate students since September 14. The Library continues to offer contactless book pick-up, eReserves, inter-library loans and 'Scan and Deliver' services.

- On October 2nd, the federal government made an announcement regarding opening the borders to international students who are registered in Designated Learning Institution (DLI) starting October 20, 2020. Concordia has already submitted a COVID-19 plan to the provincial government and is awaiting a response. The discussion on how to accommodate students in terms of quarantines in residences is undergoing.

- Two lectures of Law Meets Engineering were held on September 24, 2020 and October 6, 2020. The speakers were Me Allan Mendelsohn and Me Richard Pond. The topics of discussion were respectively: "Online Terms and Privacy Policies" and "Who Should Get the Olympic Medals – Athletes or Engineers?" highlighting the significant contributions of engineering and computer science to the Olympics.

- On September 16, 2020, a Homecoming event was presented as a panel talk on the topic of Driving Innovation with Applied AI by Richard Howe (BEng 88, Chairman and CEO of Inuvo Inc.) together with Dr. Emad Shihab and Dr. Tristan Glatard. GCS is going to hold at least one event per month bringing together the GCS community of alumni, students, staff and faculty members.

- The new series of meetings with graduate students "Meet and Greet" that was launched and had great success. Staff, GPDs, Chairs and Associate Deans were thanked for their support in addressing and answering the students' questions. Departments are also leading the organization of similar meetings at the undergraduate level.

5. <u>Associate Dean Remarks</u>

Anjali Agarwal, Associate Dean of Student Academic Services and Equity, Diversity and Inclusion

- The enrolment for the Fall term is approximatively 14% higher than last year.
- Next week, the SAS team along with Amanda Clarke are presenting a new online system to move student requests
- A reminder that the Virtual Open House will take place on October 24, 2020 for undergraduate students.
- Departments and staff were thanked for their on-going collaboration on organizing "Meet and Greet" events for undergraduate students.
- The SAS team continues its work with University Students' Success Centre. Every Wednesday, there is 1-hour drop-in session.

Hoi Dick (Eddie) Ng, Associate Dean Academic Affairs

- All postings for this year's tenure-track faculty hiring are now all out on the Gina Cody School Website.
- The invitation from the Provost Office to attend EDI training sessions will be sent to HC, PPC, FTPC.
- Today is the deadline for full professorship application and submission of performance review dossier for the few who need to do so. October 15 is the deadline for submitting the dossier for contract renewal and early tenure consideration or request for tenure deferral (also deferral request of contract renewal for members whose contracts end May 31, 2021).
- The Dean's office is now preparing and revising documents for winter TAship applications. The announcement and some revised remarks to professors will be send out later in October. An important criterion to keep in mind is that TA cannot work more than 20 hours per week and 300 hours per semester.
- Regarding extra TA support for online delivery of the courses in Winter term, the reply from the Provost Office is forthcoming.

Emad Shihab, Associate Dean, Research and Graduate Studies

- As the federal government announced, international students will soon be able to come to Canada. The University submitted its preparedness plan and is waiting for approval.
- For admissions, MEng program registration is down by approximately 33%.
- Lab closure and preparedness plans were sent to all the departments for evaluation and review. The plans are expected to be submitted as it will facilitate the closure procedures should the situation require such closure.
- Given the fact that Montreal moved to the red zone, there is a need to log the names of students who come to the labs for traceability in case of infection. All the records are to be kept for at least 14 days.
- The Steering committee for the AI Institute starts its work next week.
- The NSERC DG deadline is soon and the majority of the internal reviews were done.
- We submitted a number of FRQNT new academic and team grants. The numbers were shared in the last faculty council meeting's minutes.
- A reminder to all the students to follow the best practices in terms of health and safety.

Ali Akgunduz, Associate Dean, Academic Programs

- Online winter term delivery requires departments to submit a justification of any on-campus activities that will take place during the semester. Faculty are asked to submit their requests in advance to facilitate the planning.

- Choosing of the right assessment/testing method can require additional planning and collaboration with the University.

- Plagiarism and cheating are still happening. With online examination system, it is strongly recommended to google the exam questions in advance and check if they pop up on the internet.

6. Presentation: Student Pathways
   N. Bhuiyan, Vice-Provost, Partnerships and Experiential Learning
   L. Mitchell, Director, Student Success Centre
   A. Isaac, Lead Experiential Learning

   A presentation regarding Student Pathways was delivered by the team from Experiential Learning Office. The project aims to offer undergraduate students an integrated academic and career development pathway through coordination of efforts across the university, providing optimal experience in academic advising, career exploration, experiential learning, networking, etc. Dr. Nadia Bhuiyan and her team presented tools to design the pathways and provided visual examples of possible portfolios. Discussion ensued.

7. Ratification of Elections *(ECFC 2020-07-01)*

   Motion 2020-07-03　　*Upon motion duly moved and seconded (H.D. Ng / L. Narayanan), it was passed that the document ECFC 2020-07-01 Ratification of Elections be adopted as submitted.*

   - *Council of the Gina Cody School of Engineering and Computer Science - CSSE Representatives*

   Vote: Carried unanimously

8. Other Business

   Dr. Akgunduz clarified the situation regarding the few COVID-19 cases recorded on campus.

9. Adjournment at 3:47 p.m.

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Zineb Bencheikh
Secretary of Faculty Council
Gina Cody School of Engineering & Computer Science

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