

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

Friday, May 14, 2021

PRESENT:

Chair: Debbabi, M.

Voting members: Agarwal, A.; Akgunduz, A.; Athienitis, A.; Bagchi, A.; Ben Hamza, A.; Charky, K.; Contreras, I.; Constantinides, C.; De Visscher, A.; El Ayoubi, C.; Fayyaz, F.; Gopakumar, G.; Goodarzi, B.; Hashtrudi Zad, S.; Jahanshahi-Anbuhi, S.; Kuzgunkaya, O.; Lucia, W.; Medraj, M.; Narayanan, L.; Ng, H. D.; Ormandjieva, O.; Paquet, J.; Pugh, M.; Qiu, D.; Shayan, Y.; Shihab, E.; Safa, T.; Singh, T.; Soliman, A.; Stathopoulos, T.; Thiel, S.; Walia, J.; Witte, R.; Youssef, A.

Non-Voting members: Binsley, R.; Kraulis, I.; Ward, M.

Observers: Allaire, V.; Athienitis, I.; Clarke, A.; De Melo, D.; Fiorentino, N.; Gosselin, G.; Himmo, M.; Fosy, J. (for Martel, C.); Miatello, M.

Guests: Pawelek, P.

REGRETS:

Voting members: Campbell, S.; Carr, G.; Hammad, A.; Nazemi, A.; Rathore, A.; Vermeire, B.,Whitelaw, A.; Zeng, Y.

Non-Voting members: Bencheikh, Z.; Edwards, J.-M.;

1. Closed Session
2. Call to Order of the Open Session

The Chair called the open session of the meeting to order at 2:20 p.m.

3. Adoption of the Agenda

Motion 2021-04-01 Upon motion duly moved and seconded (M. Pugh/Y. Shayan), it was passed that the Agenda be adopted as submitted.

Vote: Carried unanimously

4. Approval of the Minutes of Open Session ECFC 2021-03 – April 16, 2021

Motion 2021-04-02 Upon motion duly moved and seconded (S. Thiel/A. Bagchi) it was passed that the Minutes be approved as submitted.

Vote: Carried unanimously

5. Chair's Remarks

- An update was provided on the Fall semester with the details explained in the email sent last week by the University.
- On April 29, 2021, a Meet and Greet with the Dean was held for graduate students and there were about 400 participants. These events have been extremely useful. International students shared with the panelists their questions about the delivery of the Fall term, academic programs, the legal paperwork for international students, student accounts, etc. The panelists provided the needed answers with a special support from representatives of the International Student Office and Student Accounts.
- The results of FRQNT team grant have been received. Six applications have been awarded and are led by: Dr. Glenn Cowan, from the Department of Electrical and Computer Engineering, Dr. Khaled E. Galal, from the Department of Building, Civil and Environmental Engineering, Dr. Kash Khorasani, from the Department of Electrical and Computer Engineering, Dr. Weiyi Shang, from Department of Computer Science and Software Engineering, Dr. Liangzhu Wang, from the Department of Building, Civil and Environmental Engineering, and Dr. Yiming Xiao, from Department of Computer Science and Software Engineering. The Dean congratulated the faculty members and their departments on their outstanding performances.
- The Department of Chemical and Materials Engineering now offers two new graduate programs. Students can now apply for the Master of Applied Science and the PhD in chemical engineering. These new programs will enable GCS to greatly increase our research capacity in this important sector and particularly around the themes of sustainability and energy storage. The Dean congratulated the members of the Chemical and Materials Engineering Department.
- Concordia's commitment to the United Nations' Sustainable Development Goals has been recognized in the newly released 2021 Times Higher Education Impact Rankings. The University ranked 62 out of 1,115 institutions worldwide, a significant increase from 2020, when Concordia ranked in the top 101-200 category out of 766 institutions. The university ranked in the top 25 globally in three categories: Reduced Inequalities, Climate Action, Sustainable Cities and Communities. The Gina Cody School is deeply involved in many of the initiatives that led to these impressive results and we should all take pride in these accomplishments.
- The Dean announced that a study was published by the Ordre des ingénieurs du Québec on the profile of Engineers, which is available on the OIQ website: <https://www2.oiq.qc.ca/>.
- The hiring of new faculty members has begun following a special allocation from the Ministry of Higher Education of Quebec.
- We have been championing the creation of the Applied AI Institute, which brings together 96 researchers from the four faculties. The institute proposal has been presented to VPRGS, Academic Cabinet, the Provost and the President's Executive Group. Now all approvals have been completed and a formal thank you was made by the Dean to all 96 faculty members and the three leaders – Dr. Kash Khorasani, Dr. Tristan Glatard and Dr. Nizar Bouglia. Dr. Emad Shihab in his role as Associate Dean, Research and Graduate Studies and Dr. Lata Narayanan for her role in initiating this idea.

6. Urkund: A new text-matching tool to promote academic integrity in graduate student thesis writing

Presenter: Dr. Peter Pawelek

Dr. Peter Pawelek, Associate Dean of Student Affairs & Postdoctoral Studies, from the School of Graduate Studies was welcomed to council to provide an overview of Urkund: A new text-matching tool to promote academic integrity in graduate student thesis writing. This tool is intended to be used to better educate the Concordia community on academic integrity. It is to be presented to students as a preventative tool and was chosen because of its privacy laws. The intent is to reduce the number of plagiarisms found at the university. Urkund will search publicly available documents on the internet along with various academic journals and other publications. The information received will be kept confidential and it will not be possible to be shared globally. The use of Urkund to students is currently optional. Concordia is using the tool in courses

administered by the Centre for Teaching and Learning Services and Urkund can be connected to Moodle. Access to Urkund is done through an Urkund account, which is administered through the thesis office at gradthesis.urkund@concordia.ca. If you suspect thesis plagiarism, you should contact the Concordia Research Integrity Officer rio@concordia.ca and for all other suspected plagiarized documents, please contact michael.jordan@concordia.ca.

Feedback Period:

Currently, it is not allowed to delete information uploaded into the Urkund database. It is important to look at all the hits received after the evaluation and to look at the raw output to make a manual decision. The intent of Urkund is to encourage students to use this tool as a preventative measure to understand what exactly plagiarism is. CTL is encouraging faculty to include the Urkund policy in the course outlines. The CTL contact is Ms. Carol Hawthorne, carol.hawthorne@concordia.ca. iThenticate has significantly different results compared to Urkund from 15% to 40%. Dr. Pawelek will investigate this more to compare the differences.

Action: Rhonda will distribute the Urkund slides to the council members.

7. Associate Dean Remarks

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

- There are still some outstanding Winter 2021 grades and they need to be submitted as soon as possible as the Office of the Registrar needs this information to finalize graduation. There may be some student deferrals and they need to be processed as well. Also, some of the registration for 400 level courses are still pending since they are determined by students who pass 200 level courses and some of these grades are not yet finalized. Dr. Agarwal asked that the chairs please contact their faculty members to ask that this information is submitted as soon as possible.
- The undergraduate enrolment numbers are going well and the number of admits is higher than it was last year at this time.
- The registration numbers are up.
- International students are 12 percent lower than last year, which may be due to the uncertainty of the pandemic.

Ali Akgunduz, Associate Dean, Academic Programs and Undergraduate Activities

- After the Urkund presentation, Dr. Akgunduz wanted to mention the academic misconduct cases at the undergraduate level. It looks like the final exams will be done online for the summer term and part or all of the fall term. We need to collectively work towards implementing proactive measures.
- Regarding the fall teaching, hopefully under the current conditions the classroom capacity will be available at 55%.
- Dr. Akgunduz plans to work with the Chairs regarding lab capacity and scheduling for the Fall term.

Emad Shihab, Associate Dean, Research and Graduate Studies

- Dr. Shihab thanked everyone who participated with the Applied AI Institute, including Dr. Kash Khorasani, Dr. Tristan Glatard and Dr. Nizar Bougila. A launch of the AI Institute will take place in the near future.
- Congratulations was given to everyone who received the FRQT team grants. Dr. Shihab is delighted to see GCS do so well in this competition.
- The government guarantees that if international students submit a complete application by May 15, 2021, they will issue their study permit by August 6, 2021. Thank you to the departments, the Graduate Program Directors, Ms. Mona Himmo and the Student Academic Services team for all the work done to process as many files as possible. Applications received after May 15, 2021 will continue to be processed, but there may be no guarantee it will be issued by August 6, 2021. The intent is for

the international students to be in Montreal for the Fall term.

- Admission for course-based applicants are up 80 percent compared to last year.
- Thesis-based graduate students' registrations are down. The department chairs were asked to please speak to faculty to see if things can be done to facilitate the students.
- Awards are still available for local students. Please encourage faculty members to take advantage. This likely won't be available next year and therefore there is an incentive to admit.
- On May 17, 2021 an event will be held to recruit MENG students in master level programs and highly achieved undergrads to try and achieve thesis-based graduate degrees. Thank you to the Graduate Program directors for helping facilitate.

Hoi Dick (Eddie) Ng, Associate Dean, Academic Affairs

- As in the past year, the office of the Provost has provided additional TA support for online teaching. Departments can continue to ask department tech TA specific to online teaching. Dr. Ng recommended department chairs to encourage instructors that are having issues giving courses online to take advantage of this support. Details are included in the memo regarding how to apply.
- We received 3 CURC Chairs from the Concordia university research chairs allocation. A congratulation was given to Dr. Sana Jahanshahi-Anbui, Department of Chemical & Materials Engineering for the new scholar award, Dr. Emad Shihab, Computer Science and Software Engineering for Tier 2 Chair and Dr. Pragasen Pillay, Department of Electrical and Computer Engineering for Tier 1 CURC.

8. Curriculum Changes

- a) Undergraduate Curriculum Proposal for the 2022-23 Academic Year
Centre for Engineering in Society: ENCS 393 (ECFC 2021-04-01)

Motion 2021-04-03 Upon motion duly moved and seconded (A. Akgunduz/G. Gopakumar), it was passed that document ECFC 2021-04-01, be ratified as submitted.

Vote: Carried unanimously

- b) Graduate Curriculum Proposal for the 2022-23 Academic Year
Centre for Engineering in Society and Department of Chemical and Materials Engineering:
ENCS 6721 (ECFC 2021-04-02)

Motion 2021-04-04 Upon motion duly moved and seconded (E. Shihab/G. Gopakumar) it was passed that document ECFC 2021-04-02, be ratified as submitted.

Vote: Carried unanimously

- c) Graduate Curriculum Proposal for the 2021-22 Academic Year
Department of Chemical and Materials Engineering:
Various Slot Courses (ECFC 2021-04-03)

Motion 2021-04-05 Upon motion duly moved and seconded (E. Shihab/A. De Visscher) it was passed that document ECFC 2021-04-03, be ratified with the following edits:

- *These courses need to be specified as slot courses and not as new courses.*
- *The third course need changes as suggested from MIAE. It needs to be listed as material design and selection rather than just materials selection and engineering design.*

- *More attention needs to be made to ensure that the document is consistent.*

Vote: Carried unanimously

- d) Graduate Curriculum Proposal for the 2022-23 Academic Year
Department of Electrical and Computer Engineering: Various changes and MEng degree requirement changes (ECFC 2021-04-04)

Motion 2021-04-06 Upon motion duly moved and seconded (E. Shihab/Y. Shayan) it was passed that document ECFC 2021-04-04, be ratified as submitted with the following edits:

- *A memo to the Dean will be added.*

Vote: Carried unanimously

9. Ratifications of Elections (ECFC 2021-04-05)

Motion 2021-04-07 Upon motion duly moved and seconded (H. D. Ng/Y. Shayan), it was passed that document ECFC 2021-04-05, Part-Time Representative on the GCS Council be ratified as submitted.

Vote: Carried unanimously

Motion 2021-04-08 Upon motion duly moved and seconded (H. D. Ng/S. Thiel), it was passed that document ECFC 2021-04-05, Representative on the Senate Steering Committee be ratified as submitted.

Vote: Carried unanimously

10. Other Business

- Dr. Anjali Agarawal was thanked for her service as Associate Dean, Student Academic Services and for her leadership and major contributions. Dr. Agarwal had a significant impact on the School's operations and demonstrated outstanding collaboration.
- Council members, faculty, students and staff were also thanked for their important contributions. The shift to online operations worked well thanks to the will of everyone. Council members were wished a restful summer and encouraged to take time to refresh and return with the energy needed for the coming months.

11. Adjournment at 4:00 p.m.

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