

**School of Computer Science
Council Meeting Minutes**

Tuesday April 12, 2022

1:00pm – 2:00pm

Microsoft Teams

Present –

Faculty: N. Bruce, D. Calvert, R. Chaturvedi, R. Dara, A. Dehghantanha, D. Flatla, D. Gillis, M. Gong (Director), G. Grewal, A. Hamilton-Wright, H. Khan, S. Kremer, X. Lin, J. McCuaig, C. Obimbo, J. Sawada, F. Song, D. Stacey, F. Wang, M. Wineberg, M. Wirth, Y. Xiang;

Staff: S. Brennan, D. Byart, J. DeFreitas (recording secretary), C. Hosker, K. Johnston, G. Klotz, J. Lange, D. Rea;

Student Representatives: Students were not invited to this meeting due to the sensitive nature of the agenda items.

Regrets –

Faculty: L. Antonie, P. Matsakis, D. Nikitenko, S. Scott;

Staff: J. Hughes, A. Nguyen;

Student Representatives:

1. Approval of Agenda for April 12, 2022

Motion: That the agenda for April 12, 2022 be approved.

(A. Hamilton-Wright, C. Obimbo)

In Favour: All. Abstentions: None. **MOTION PASSED.**

2. Announcements

M. Gong announced that L. Zalewski will resign from her position by the end of April and will join a company on digital design. He noted that she was not invited to this meeting and the previous 2 meetings since the discussion on non-confidence motion may put her in a conflict of interest position. He welcomed everyone to approach her after the meeting to say farewell and noted that a kudoboard will be set up.

M. Gong reported that the Dean's office is trying to refill the position and responded to A. Hamilton-Wright's query in chat about having a dedicated SoCS Outreach Officer by relaying that he has argued for this but it has not received support.

M. Gong conveyed that D. Gillis is back from his leave as of April 7th and welcomed him back.

M. Gong presented that SoCS has secured funding to convert J. DeFreitas' position from part time to full time and she will start working full time on April 25th. He noted her new job title will

be Administrative and Academic Support and her new email will be officeassist@socs.uoguelph.ca . He offered his congratulations.

M. Gong announced that the NSERC DG competition results have been announced and D. Flatla has received 5 year funding at \$41K per year. He congratulated him.

M. Gong reported that Undergrad students' card access to the building will be removed after the exam period, and the building will remain open during working hours, but Room 1101 will remain locked since no class is using it for exams. He advised that during summer time, staff will work 40% on campus as required, but taking vacations into account, they may not be on campus 2 days a week so reaching out by email for support is preferred.

M. Gong advised that he will take a research trip to Memorial University next week and Y. Xiang will serve as Acting Director. He thanked Y. Xiang for helping out.

3. Approval of Minutes from April 5, 2022

Motion: That the minutes from April 5, 2022 be approved.

(A. Hamilton-Wright, G. Grewal)

In Favour: All. Abstentions: None. **MOTION PASSED**

4. Deb Stacey

D. Stacey commented that after looking at the changes made to the memo, that it is now longer than the original. She expressed a concern about a statement added that SoCS had the largest contingent of international students, which she does not know to be factual. M. Gong agreed that it should be re-worded to be more general unless it could be confirmed.

D. Stacey also observed that some members had not commented and wondered whether the memo captured everyone's concerns. M. Gong agreed that further discussion was warranted to ensure everyone's voice is heard. He raised the additional issue of potential recipients of the memo and opened the floor for comments.

Discussion ensued.

J. McCuaig offered to prepare a Qualtrics survey where members can vote on the memo, with the option for adding comments, and to deliver the results to members by the end of the week.

D. Stacey raised the motion:

Motion: That the process for determining whether the memo of non-confidence is sent, will be through a Qualtrics survey.

(D. Stacey, S. Kremer)

In Favour: All. Abstentions: None. **MOTION PASSED**

5. Minglun Gong

Updates on Faculty Search

M. Gong commended Y. Xiang and the Search Committee for their efforts in managing the interviews. He noted that the recommendation has been submitted and is pending approval from higher Administration for the request for negotiation. He announced the top ranked candidate was Dr. Sivan Sabato, an international candidate, which implies that the hiring process may take longer.

M. Gong noted that the Vector Institute is offering Dr. Sabato for faculty membership and a nomination for CCAI chair. He applauded the search committee for an excellent decision for ranking Dr. Sabato as the top candidate as this opportunity will enhance SoCS' research profile. He added that a proposal was made by the Committee to hire the top 2 candidates, which he supported. The decision is at the Provost's office.

Updates on Cyclical Program Review

M. Gong reminded about the need one more external reviewer for CPR. He updated that 3 new candidate reviewers were contacted, but only Dr. Hossam Hassanein, Professor and Director for the School of Computing in Queen's University, responded and agreed to it. His information has been sent to the IQAP office.

M. Gong has added the updated data on undergrad application numbers, provided by the IQAP office, to the CPR. He awaits missing data on graduate application numbers as well as feedback from IQAP office, for finalizing the report. Once the report is finalized, M. Gong will pass it to the School council for approval.

User Consultations for Functional Space program

M. Gong recalled from the meeting last week, as mentioned by R. Zytner, that the university is beginning consultation on plans for the new extension wing to the engineering building. He reported that SoCS will be provided with a whole floor, total area of about 12,000 sq ft, but would need to give up the existing labs in Thornborough. He awaits written confirmation.

M. Gong relayed that he met with John Runciman at the Community Presidential Installation Celebration event. He asked about SoE plan for their future college and was shared a copy of their proposal which lists SoCS space deficiency at 6,800sq.ft, with no indication of the origin of the data. He noted that it is a positive sign that a space deficit for SoCS is recorded on that document, and that the assurance of 12,000sq.ft at SoE is not much less than the 18,000sq.ft. extension that was proposed for Reynolds Building.

G. Grewal inquired whether there would be a financial obligation on SoCS. M. Gong anticipated no cost to the School which will be given the opportunity to design the space for SoCS needs. He added that our requirement for a part of SoE's proposed space adds strength to their extension proposal.

Discussion began about having a controlled space, restricted to SoCS students, staff and faculty.

Visit of Board of Governors

M. Gong confirmed that President C. Yates is planning an in-person Board of Governors tour for the campus, with a visit to Reynolds building next Wednesday April 20th. He regretted that he would not be able to attend as he had previously finalized a trip to St. John's but since the initial plan is to visit the MCTI lab, A. Dehghantanha has agreed to host the visit.

M. Gong speculated that the visit may be a consequence of new elected Chancellor, Dr. Mary Anne Chambers, being a computer scientist, and he was optimistic it was a good opportunity for putting SoCS in the spotlight. He encouraged staff and faculty to be present and available to chat with the visitors.

M. Gong also requested that the TVs in the lobby be used to showcase our achievements and progress of SoCS from 2013 to 2021. He shared slides of this data (Appendix A). He called for additional photos of Reynolds before renovation from members.

Discussion began about attending the tour and what information should be included in a presentation.

6. Any other business

Andrew Hamilton-Wright – Master of Data Science Courses

A Hamilton-Wright requested clarification regarding the details of the agreement to teach 2 required courses for the DS program, in particular, the suggestion that sessionals would be allowed to teach them and SoCS would receive \$20,000 for each course.

M. Gong clarified that this was one part of a proposal, in the likely event the program grew beyond the 20 student cap that SoCS required, to allow our own students to participate. He explained that DS proposed dedicated sessions to accommodate a higher number of their students with the concessions offered were that sessionals could be used and \$20K reimbursement per course.

A Hamilton-Wright deliberated that the course would then have to be split into 2 sections, 1 specifically for DS students, with \$20K compensation per course, not per section, and with the potential for sessionals to teach both sections. M. Gong affirmed this and asked for feedback from members but endorsed supporting Math and Stats and maintaining control of the courses.

F. Song communicated that his course has a cap of 25, includes 17 CS students and 8 DS students, but had applicants who were turned away. M. Gong supported proceeding with the new model and added that there would be flexibility to offer the CS version of the courses in alternate years instead of every year.

Rozita Dara - Spring Academic Open House May 18th

R. Dara presented the plans for the upcoming campus Open House May 16th-19th, of which SoCS' scheduled day is May 18th. She advised that herself and L. Zalewski will be requesting help from faculty and staff and for participation in the event. She established that there would also need to be a presence at Reynolds 45 minutes at noon, each day of the event, to accommodate visitors that may drop in to ask questions.

R. Dara advised that L. Zalewski would be contacting faculty and staff members for a contribution of their time and participation in activities on May 18th. The general itinerary is short presentations with activities in the morning and tours in the afternoon. She proposed interactions with women in computing and perhaps cybersecurity, but expressed the great need for grad and undergrad students to be available to assist.

No other business. Meeting adjourned at 2:28pm.