

**School of Computer Science  
Council Meeting Minutes  
Tuesday, April 2nd, 2019  
1:00-2:30pm, REYN 1101**

**Present –**

**Faculty:** L. Antonie, D. Calvert, R. Chaturvedi, D. Chiu, R. Dara, A. Dehghantanha, D. Flatla, D. Gillis, H. Khan, S. Kremer, X. Lin, J. McCuaig, D. Nikitenko, C. Obimbo, J. Sawada, S. Scott, Y. Xiang (Interim Director);

**Staff:** C. Hosker (recording secretary), G. Klotz;

**Student Representatives:** F. Hassan, Sooraj  
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**Regrets –**

**Faculty:** G. Grewal, A. Hamilton-Wright, X. Li, P. Matsakis, B. Nonnecke, F. Song, D. Stacey, F. Wang, M. Wineberg, M. Wirth;

**Staff:** O. Adesina, D. Byart, K. Gardiner, J. Hughes, K. Johnston, D. Rea, L. Zweep;

**Student Representatives:** J. Fraser

**1. Approval of Agenda for April 2nd, 2019**

Motion: That the agenda for March 26th be approved  
(D. Calvert, J. Sawada)

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

**2. VP of Research - Malcolm Campbell**

- **Introduction/update on Office of Research**

**3. Approval of Minutes from March 26<sup>th</sup>, 2019**

Motion: That the minutes from March 26th, 2019 be  
approved. (C. Obimbo, D. Flatla))

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

**4. Chair of Admissions Committee (Associate Dean Academic – Karen Gordon)**

**New Rules for switching Majors in B.Comp (see Appendix A)**

The current process for switching majors is that students fill in a form and hand into G. Klotz. The issue with this process is that students are able to transfer into a program with a lower grade cut off than the one they were originally accepted into (i.e. Software Engineering).

For Software Engineering, the courses are applied, involve teamwork and introduce design thinking. There is a maximum class size of 60-70 first year intake students and SoCS does not have the resources to offer multiple sessions. This is another motivation for better control of major switching.

The proposal is that students would apply to change majors and undergo a review by the Admissions Committee (once per year) and access would be granted based on the academic performance and availability of space. This would allow monitoring student transfers into the Software Engineering major.

Motion: That the SoCS Faculty Council approve the proposed changes to undergraduate student transfer process with the majors of the B. Comp program.  
(D. Calvert, C. Obimbo)

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

Meeting adjourned 2:30pm.