

**School of Computer Science  
Council Meeting Minutes**

**Tuesday February 2<sup>nd</sup>, 2021**

1:00pm – 2:30pm

**Microsoft Teams**

**Present –**

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

**Staff:** D. Byart, K. Gardiner (recording secretary), C. Hosker, J. Hughes, K. Johnston, G. Klotz, J. Lange, A. Nejedly, A. Nguyen, D. Rea, L. Zalewski;

**Student Representatives:** A. Kohut, K. Rourke;

**Regrets –**

**Faculty:** L. Antonie R. Dara, D. Gillis, . Matsakis, J. McCuaig, D. Nikitenko, S. Scott, M. Wineberg;

**Staff:** None;

**Student Representatives:** None;

**1. Approval of Agenda for February 2<sup>nd</sup>, 2021**

Motion: That the agenda for February 2<sup>nd</sup>, 2021 be approved.

(C. Obimbo, N. Bruce)

M. Gong: S. Scott will talk about award nominations ahead of 7. Any other business.

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

**2. Announcements**

- M. Gong introduced L. Zalewski, the new Recruitment and Outreach Officer.
- It was announced that J. Hughes has returned to her role as Graduate Program Assistant.
- M. Gong shared that ECS expects faculty to save all original receipts from any expense claims submitted.

**3. Approval of Minutes from January 19<sup>th</sup>, 2021**

Motion: That the minutes for January 19<sup>th</sup>, 2021 be approved.

(N. Bruce, A. Hamilton-Wright)

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

#### 4. Joe Sawada

- **Motion: To approve the addition of 3 new graduate courses: Machine Learning for Sequential Data Processing, Analysis of Big Data, and Human-Computer Interaction.**  
(J. Sawada, S. Kremer)
- J. Sawada explained that last council meeting we voted to cancel six graduate courses that were not being frequently offered and to add four graduate courses pending the development of course proposals. The proposals for three of the four courses are now ready, with the last one being deferred to future consideration.
- He presented the following motion:  
Motion: To approve the addition of 3 new graduate courses: Machine Learning for Sequential Data Processing, Analysis of Big Data, and Human-Computer Interaction.  
(J. Sawada, S. Kremer)  
In Favour: All. Abstentions: None. **MOTION PASSED.**

#### 5. Yang Xiang

- **Undergrad Curriculum Survey (Appendix A)**
- Y. Xiang shared that all surveys have been completed for 24 CS courses. He would like to thank all of the participating faculty in for their efforts. Next steps are to process the surveys into an appropriate format for external review.
- Y. Xiang shared that the remaining task is a survey on Capstone Projects or Signature Assessments and identifying relevant CIS courses and projects within. (14 minutes)
- Re. CIS\*4250 – Software Design V: this is a capstone course, but SoCS needs to determine if it is used as a whole or should as specifically identified projects.
- Y. Xiang also reviewed the options for BComp-CS Courses (see appendix A):
  - Option 1: State that B-Comp-CS does not have a capstone course
  - Option 2: Use CIS\*4900/4910 - CS Project/Thesis
  - Option 3: CIS\*4650 – Compiles
- It was noted that Option 3 was preferred by the committee, however after J. Sawada and C. Obimbo shared concerns, a poll was taken showing 13 in favour of Option 1, and 4 in favour of Option 3.

## 6. Minglun Gong

- **Motion: To support the Data Science program from Math & Stats with 2 graduate courses (Machine Learning for Sequential Data Processing; Analysis of Big Data) under the conditions that: 1) SoCS will receive funding support for offering these two courses and 2) the number of students from the Data Science program is limited to 20 in each session.**
- The concern was raised that it may be difficult to teach a course if the students are coming from different programming backgrounds (Math and Stats vs CS students).
- M. Gong explained that if we decide not to participate and not offer any courses that Math & Stats may offer their own courses with similar titles and descriptions. SoCS will then have to choose between either to allow Math & Stats to teach courses that are typically under CS domain or to block their efforts for developing the Data Science program. M. Gong shared his opinion that we develop our own courses the way we want and make the courses available for Data Science program with aforementioned conditions.
- M. Gong made a call for the vote. In Favour: N. Bruce, R. Chaturvedi, A. Dehghantanha, D. Flatla, M. Gong (Director), A. Hamilton-Wright, H. Khan, S. Kremer, X. Lin, C. Obimbo, F. Song, D. Stacey, F. Wang, Y. Xiang. Abstentions: G. Grewal, J. Sawada, D. Calvert, M. Wirth. **MOTION PASSED.**
- **Update on budget reduction**
- M. Gong shared that in the current fiscal year, CEPS has met their target saving of 154K.
- M. Gong explained that for the 2021-2022 fiscal year, all units are given a 3% base budget reduction; 1.3M for CEPS and approx. \$200K for SoCS (in addition to the \$250k loss of DE revenue)
- M. Gong and C. Hosker had a meeting with the Dean's office. M. Gong advocated that SoCS has been very conservative in the past few years to cut spending and have successfully recovered from debts, however there is no room for further cost saving measures.
- M. Gong noted that we can try offering fewer DE courses to save cost as well as grow the MCTI program to generate revenue. If these measures are not sufficient, we will

have to go back into debt and wait for future recovery.

- Y. Xiang asked if all units lost their DE revenues. C. Hosker confirmed yes, as of S20.
- **Sessional Lecturer support for Summer term:**
- M. Gong shared that we have received financial support to hire sessional lecturers for covering DE courses in Summer 2021. Currently scheduled are CIS\*1000DE and CIS\*1050DE.
- Although both courses require a sessional lecturer, the collective agreement states that faculty must be offered an opportunity to teach as an overrule. If a faculty does choose to teach one of these courses as overload, we would not qualify for any recovery costs as we would not be hiring a sessional lecturer. Please let M. Gong or C. Hosker know if you are a faculty interested in teaching one of these courses.
- D. Flatla questioned the validity of offering DE courses going forward in light of the online teaching as a result of the pandemic. M. Gong explained that while we are trying to reduce our DE courses, we have to take into consideration that if too many DE courses are cancelled, it will affect our student enrolment numbers, which will affect our ability to argue for funding support.
- M. Wirth noted that another issue with removing summer DE courses is that students from other degrees use take them to cover their science electives.
- **New program PhD external review**
- This is taking place tentatively in the first week of March.

## **7. S. Scott**

- **Award Nominations**
- M. Gong shared on behalf of S. Scott that there was a call for nominations from the College. There are a number of award categories including undergraduate supervision, undergraduate teaching, graduate supervision as well as an assistant professor research award. S. Scott will be in touch regarding nominations.

## **8. Any other business**

- No other business. Meeting adjourned 2:01pm.