

**School of Computer Science
Council Meeting Minutes**

Tuesday February 15, 2022

1:00pm – 2:00pm

Microsoft Teams

Present –

Faculty: N. Bruce, D. Calvert, R. Chaturvedi, R. Dara, A. Dehghantanha, 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, J. Hughes, K. Johnston, J. Lange, A. Nguyen, D. Rea;

Student Representatives: S. Adi;

Guests: I. Bajaj, T. Oakley, C. Shannon, S. Stephens;

Regrets –

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

Staff: G. Klotz, L. Zalewski;

Student Representatives: A. Kohut;

1. Approval of Agenda for February 15, 2022

Motion: That the agenda for February 15, 2022 be approved.

(A. Dehghantanha, R. Dara)

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

2. Announcements

M. Gong announced that It is time for planning course evaluation and Faculty members have the choice of whether or not to include the result in the Tenure & Promotion review. M. Gong encouraged all to conduct course evaluations online or consider reserving some time during their lecture to allow students to complete the evaluation online, in the classroom. He confirmed that the years 2018-2022 will not be included in the 2024 evaluation.

3. Approval of minutes from January 25, 2022

Motion: That the minutes from January 25, 2022 be approved.

(Y. Xiang, A. Hamilton-Wright)

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

4. Yang Xiang

- **Updates from CEPS Restructuring Committee Meeting (Appendix A)**

Y. Xiang reported on the meeting of the PCMS Committee which took place 2 weeks ago where himself and J. Hughes attended as representatives of SOCS along with members from Physics, Chemistry, Math and Stats. Y. Xiang outlined the structure of this committee within the larger CEPS Restructuring Committee. He relayed that there is a delay in the process as a result of resource allocation and while the separation of SOE is expected to be approved, it is not a certainty.

Y. Xiang outlined that most of the separation options considered by SOCS did not fare well in the report from Glaston-Tor, the consultants. The focus seems to be on the structure of the new Engineering college while the PCMS units have no comparative plan. He added that the financial analysis of the entire restructuring and its implication to the units and the University, has not been performed, hence the delay.

Y. Xiang detailed the task of the PCMS committee which will include producing a name for the new college and identifying the added costs for duplicating Deans and staff. A consultant will be hired to produce a proposal by F22 or W23. J. Dutcher will be chair of this committee.

A Hamilton-Wright expressed concern that, based on the temporary name for the committee, PCMS, SOCS' concerns would not be considered. Discussion ensued about a new name and ended with M. Gong suggesting "Physical, Computational and Mathematical Sciences". Y. Xiang asked for alternative suggestions to be sent to him by email.

G. Grewal inquired about opportunities to pair with another college such as Business, which would increase the number of potential students in a joint program, or any option outside of the 4 remaining non-engineering units. Y. Xiang explained that the consultant explored numerous possibilities but PCMS became the dominant option for a small unit to compete for resources.

R. Dara expressed concern about the provincial government funding changes proposed and how they would impact a small college. She agreed that SOCS would be better served by partnering with a department that promotes our growth.

5. Minglun Gong

- **Staff Return to Campus Plan**

M. Gong updated that staff members will return to campus on March 1st, as directed by the University. All staff members will work 40% on campus and 60% remotely at home. He advised that schedules have been created to provide attendance of staff members in the Reynolds building and in the director suite between 8:30am and 4pm. He noted that since there is now a lot of new AV equipment in Room 1101, staff will open classroom 1101 every day and lock it in the afternoon. Instructors were advised that if they need to unlock the classroom, they ensure it is locked afterward.

- **CPR Student Survey Results (Appendix B and C)**

M. Gong presented the results of the Undergrad and Graduate Student Surveys. Some insights he offered were that Area of Emphasis was sought after by undergrad students, online teaching had little impact on their completion time and overall experience was very positive. He noted that grad students wanted improvement in course offerings. M. Gong has updated the Self Study report to reflect the new data (Appendix D) and thanked G. Klotz and S. Brennan for conducting the survey.

Discussion began with S. Kremer in chat inquiring about on the possibility of Article 24 resulting from the split of the college. Y. Xiang then clarified that the PCMS meetings will continue with the assumption that SOCS is staying with the other units.

- **Updates from Dean's Council Meeting February 15th**

M. Gong detailed information presented by K. Gordon earlier in the day regarding the new STEM Graduate Education Program. It is a collaboration between CEPS, College of Biological Sciences (Brian Husband) / Faculty of Science, and Faculty of Education from Laurier. He reported that the current plan is to develop all 3 programs at the same time: a course-based MSc, a thesis-based MSc, and a PhD.

M. Gong relayed K. Gordon's invitation to SOCS faculty to be involved and encouraged participation. K. Gordon will be available for brief presentation with Q&A at the next SOCS council meeting.

M. Gong also updated on T&P from the Interim Dean, R. Zytner, who declared that T&P for tenured faculty will be cancelled this year and the migration to UniWEB will go ahead. He encouraged members to start early.

M. Gong added that the University is developing revenue share models for micro-credentials with potential revenue for units that participate. He detailed the two models: 1) 10% revenue goes to the center, 90% goes to the units to cover costs associated. Profit or loss has 60% to OpenLearning and 40% goes to units. 2) OpenLearning identify the concept, subcontract to the experts in individual units, keeps all the profit/loss.

M. Gong relayed other news that Leonid Brown confirmed that graduate students can travel again. He also informed that the college also has a new Research Communication Officer who can provide support on a range of items outlined on the College website.

M. Gong briefed on the budget update provided by Mark Torcoletti, who stated that the College budget is due on March 10th. There will be no further cuts, but still need to digest the previous 3% cut by potentially increasing international enrolment and non-degree offering to generate revenue. M. Gong noted that without the extra revenue the School will restrain

hiring and reduce the base budget, which may imply no additional faculty positions until the budget is balanced.

M. Gong reported that the forecast deficit is growing at \$8M per year on a base of \$25M deficit. He identified the source of the deficit was the domestic tuition fee cut by 10% in 2019/20. This is an issue for U of Guelph as 75% of Guelph budget is traditional revenue (domestic tuition and provincial grants), whereas national wide, the traditional component is 54%. M. Gong is hopeful that with the continued success of the Cybersecurity program, the school will be able to absorb the cut.

M. Gong relayed information from Dan Penfold of AA&D that there is new funding available for the college, due to a generous donation, towards water related research. It will provide \$5000 each for 2 research summer students. Each unit can submit one nomination and faculty can apply to M. Gong, if their work is related to groundwater research, by the 1st week of March.

- **Updates from Senate Meeting February 7th (Appendix E and F)**

High application numbers from high school reported by the Provost were relayed by M. Gong. Guelph at a 22% increase was above the 8.4% increase average for Ontario. He also presented a survey provided by the CSA, showing students feedback on the return to campus.

6. (2:00pm) Tammy Oakley, Faculty & Academic Staff Relations

- **UNIWEB Presentation (Appendix G)**

T. Oakley presented a PowerPoint of the UNIWeb transition and provided links for support while encouraging faculty to begin the process early.

Support email cepsuniwebsupport@uoguelph.ca

Project recap: [onenote:https://uoguelphcamy.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/Communications.one](onenote:https://uoguelphcamy.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/Communications.one)

Short UNIWeb demo [onenote:https://uoguelphcamy.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/Sedona%20to%20UNIWeb%20Mapping.one](onenote:https://uoguelphcamy.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/Sedona%20to%20UNIWeb%20Mapping.one)

Migration of Sedona CV [onenote:https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/Sedona%20to%20UNIWeb%20Mapping.one](https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/Sedona%20to%20UNIWeb%20Mapping.one)

- 10 steps to prepare your Sedona CV [onenote:https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/Sedona%20to%20UNIWeb%20Mapping.one](https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/Sedona%20to%20UNIWeb%20Mapping.one)
- Virtual drop-in Help Sessions [onenote:https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/Support.one](https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/Support.one)
- UNIWeb Support for Tenured Faculty [onenote:https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/Support.one](https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/Support.one)
- UNIWeb support for T&P Applicants [onenote:https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/FAQs.one](https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/FAQs.one)
- UNIWeb Support for Tenure-Track and CL Faculty [onenote:https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20\(Faculty\)/UNIWeb%20Implementation/FAQs.one](https://uoguelphca-my.sharepoint.com/personal/toakley_uoguelph_ca/Documents/eCV/UofG%27s%20eCV%20Help%20Docs/Sedona%20Help%20Docs%20(Faculty)/UNIWeb%20Implementation/FAQs.one)

7. Any other business

No other business. Meeting adjourned at 2:30pm.