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, D. Nikitenko, J. Sawada, F. Song, S. Scott, D. Stacey, F. Wang, Y. Xiang;
Staff: J. DeFreitas (recording secretary), K. Gardiner, C. Hosker, J. Hughes, K. Johnston, G. Klotz, J. Lange, A. Nejedly, A. Nguyen, D. Rea, L. Zalewski;
Student Represenatives: S. Adi, A. Kohut;

Regrets –
Faculty: L. Antonie, P. Matsakis, C. Obimbo, M. Wineberg, M. Wirth;
Staff: D. Byart
Student Representatives: None;

1. **Approval of Agenda for May 25, 2021**

   Motion: That the agenda for May 25, 2021 be approved.
   (S. Scott, Y. Xiang)
   In Favour: All. Abstentions: None. **MOTION PASSED.**

2. **Joe Sawada, Associate Director, Graduate**

   • **Graduate curriculum mapping**

   o Graduate number trends (Appendix A): 29 Msc students and zero in the PhD.CS program with the last student in the program recently defended. The hope is that it will be increased to 6 if the PhD proposal is passed in Senate Board of Graduate Studies meeting today. Total is 54 graduate students. That number is expected to rise after the pandemic travel restrictions end.

   o OGPS has created a resource UNIV*7500 which allows grad students access to Turn It In outside of credit courses and before submitting their thesis. Access will be granted by J. Hughes.

   o Graduate Learning Outcomes (Appendix B) are based on the program proposals. It will be presented at the upcoming Cyclical Program Review. J

Sawada asked for comments but none received. Updates can also be emailed to him.

- **GRA support for international students**

o J. Sawada identified a funding gap for international grad students and seeks to rectify this by using a fund created over the last several years out of RAG funds. The fund now totals $40 000 and he proposed applying it in the form of a $2500/yr scholarship for international MSc students with >85% incoming average. He opened the floor for discussion on the possible uses for this fund.

o S. Scott suggested a scholarship to cover a lack of income during the summer term, since there are very limited TA positions in summer.

o D. Gillis raised a concern with regard to EDI that the 85% average could be prohinitive for marginalized students.

o A. Dehghantanha agrees with an incoming average requirement for ease of selection and wondered if other sources, such as cybersecurity revenue, could contribute to this fund.

o M. Gong will review Cybersecurity revenue for possible contribution to the scholarship pool.

o D. Gillis suggested that EDI should be built into the selection process. F. Wang commented in chat that the grade average requirement may not serve the EDI goal.

o J. McCuaig in chat commented that EDI should be a default behavior for institutions.

o M. Gong agreed that CS should undertake EDI initiative for Grad students, depending on support. He concluded that more consideration is needed for dispersement of this fund.

3. Yang Xiang, Associate Director, Undergraduate

- **Undergrad curriculum mapping (Appendix B)**

o Y. Xiang gave a review of the PLO mapping process which began Oct 6, 2020 with mapping of required courses and capstone (Appendix C), highlighting the efforts by many participants to the end of the public contribution on Jan 29,

2021 and ammendments made up to April 27, 2021. He thanked everyone for their considerable time and input.

o Y. Xiang presented the compiled outcomes for CS Major, General degree, SENG Major and capstone course (Appendix D).

o The format followed the University's Undergrad Degree Learning Outcome Alignment Template while reflecting the input from the Faculty surveys and remaining user friendly.

o M. Gong complimented Y Xiang on his leadership and tremendous work in producing the Outcomes and thanked him for his efforts, as did S. Scott in chat.

- **CEPS restructuring updates**

o Most recent Restructuring Group meeting of May 3rd where during the Q&A with the Dean and Provost, Y. Xiang noted that the 2-college option is being more seriously considered now than previously.

o Y. Xiang reported on responses by consultants GlastonTor of questions raised in discussion during the April 27 SoCS Council meeting (Appendix C).

o With regard to the question of who were the 25 people interviewed, the response was 10 from President Yates senior team, with the remaining 15 from the Dean's Council for CEPS, College and University HR, and undergrad student leaders.

o With regard to the question of Faculty input on the comparative report before it is submitted, GlastonTor responded that they will consider their options.

o Y. Xiang relayed the consultants' request for grad student interview candidates and asked if A. Kohut could facilitate this. The estimated time commitment for the student interview is 1 hour.

4. Fei Song, Chair, Academic Staff Hiring Committee

- **Update from Academic Staff Hiring Committee**

o F. Song outlined the challenges for hiring 90 TAs from a very large number of applicants (Appendix E). The Hiring Committee has initiated an automation process with A. Hamilton-Wright's efforts, a Global Optimization Algorithm, to sort the applications for the individual courses. The selections will be provided

to the instructor who will in turn provide a score. Applicant skills will be matched to the course, assuming the information input is complete and relevant.

o Additional challenges will result from the uncertainty of this Fall semester and whether it will include in-person classes. Faculty was encouraged to review the jobs and applicants and instruct students to fill in applications completely.

5. Minglun Gong, Director

- **Updates from Dean's Council Meeting**

o M. Gong reported Annual College Meeting is on calendar and the Agenda will be sent later. New faculty members are expected to give presentations.

o He relayed that 71% of co-op students in CEPS have found placements, which makes the highest record on the number of co-op students placed.

o Round 3 cutoff grades for both SE coop and non-coop have been increased to 94% from the lower cutoff in round 2. M. Gong questioned whether we will have enough students for the non-coop program, but was told that lowering the cutoff will flood the program. Transfer students can fill the non-co-op spaces, which helps. He noted two encouraging signs from the situation: 1) our programs are doing well and attract good students and 2) the university is committed to enforce our enrollment cap.

o Academic misconduct has increased this year to 300 incidents from about 200 in previous years. Offending students commented that it was too easy to cheat online. Preventative measures in Physics include exams with different orders of questions and combinations of answer choices which are unique to each student, enabling identification of offenders.

- **Staff return to campus planning**

o M. Gong and C. Hosker met with M. Torcoletti on staff return to campus planning. M. Gong explained that, due to the uncertainly, SoCS prefers to offer large classes in alternative formats. Small classes and labs could be offered in-person if there is no social distancing requirements. The School will not fully open until there are evidences that the pandemic is under control and the campus is safe. Hence, staff will not be required to work full time on campus at the beginning of the Fall, although some may need to be on campus part time to provide necessary supports for labs and students.

o After gathering feedback from different units, M. Torcoletti discussed with Dean Darlington. He informed us that the Dean supported the above plan. M.

Gong will develop a staff return to campus plan to go through the formal approval process.

6. Any other business

- o M. Gong noted that the SAOH successfully conducted last Wednesday thanks to L Zalewski for orgianzing the event, and Faculty and students volunteers for presenting and answering questions.

- o No other business. Meeting adjourned 2:36pm.