

**School of Computer Science  
Council Meeting Minutes**

**Tuesday April 12, 2022**

1:00pm – 2:00pm

**Microsoft Teams**

**Present –**

**Faculty:**

L. Antonie, N. Bruce, D. Calvert, R. Chaturvedi, R. Dara, A. Dehghantanha, D. Gillis, M. Gong, A. Hamilton-Wright, H. Khan, X. Lin, P. Matsakis, C. Obimbo, J. Sawada, S. Scott, F. Song, D. Stacey, F. Wang, M. Wirth, Y. Xiang

**Staff:**

S. Brennan, D. Byart, C. Hosker, J. Hughes, K. Johnston, G. Klotz, J. Lange, A. Nguyen

**Student Representatives:**

**Regrets –**

**Faculty:** D.Flatla, G. Grewal, S. Kremer, J. McCuaig, D. Nikitenko, M. Wineberg,

**Staff:** J. DeFreitas

**Student Representatives:**

**1. Approval of Agenda for April 12, 2022**

Motion: That the agenda for May 31, 2022 be approved.

(Ali, Andrew)

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

**2. Announcements**

- Yang has decided to retire in September 2022. Minglun thanked Yang's service to our Schol and the University.
- An will be leaving this Friday upcoming; this is her last council meeting with us
- Board of Governors decided to visit our School during their first in-person meeting. Yang, Ali, Dave, and Rozita helped manage the visit. Received much positive feedback and appreciated the information, image, and presentation that was presented to the Board; thank you all for your support in taking this opportunity to showcase our achievements.
- Industry board meeting went well thanks to Ali, An, and Jennifer's management; Provost and Ben presented at the meeting. A painting was provided as a gift, to be hung on the wall for visitors to see.
- Because we are increasingly using online meetings and zoom, if your office phone is no longer useful, please let Cathie know.
  - o Q (Charlie): Would the phone be a temporary or permanent removal?

- A (Cathie): It would be a permanent thing – there are a lot of hidden costs that go along with having the phone, and reinstating it will take issue.
- Comment (Charlie): A thing to keep in mind is that students likely will call your cell phone if you do not have a landline.

### 3. Approval of Minutes from April 12, 2022

Motion: That the minutes from April 12, 2022 be approved. No discussion.

(Charlie first, Ali second)

In Favour: All.

Abstentions: Pascal.

**<MOTION PASSED>**

### 4. Minglun Gong

#### Updates on Cyclical Program Review

Some changes were suggested by the Office of Quality Assessment and OGPS, but overall the report was well received. Major changes include:

- Added resulting actions and outcomes from previous review (the new Table 1).
- Added Summary of Process.
- Added list of faculty members including names, ranks, and research areas (the new Table 2). Minglun gathered research areas from the faculty member's website page; let him know if you would like it updated. In many cases, many were listed so only the most representative were picked.
- Suggested to add the learning outcomes; previously in the Appendix, but have moved that to the main document
- Suggested more survey details (ex. How many were sent), this has also been added.
- Review was scheduled for June 14-17; Office asked us to get back to them by (last) Friday, but was pushed to tomorrow. Hoping to have the council to approve the CPR document at this meeting.

#### **Motion: The School Approves the Attached Self-Study Report for Cyclical**

Moved by Andrew Hamilton-Wright

Second: Ali

Discussion:

Andrew Hamilton-Wright: In general, "a lot concerned" that [the CPR document] starts by saying we're in a deficit because everyone is overworked, and that we need to do new things, but no discussion on how it will be paid for. Message from above administration is that they want us

to do things without no new resources; Andrew Hamilton-Wright believes we need to leverage the external review to identify that we need more resources.

Andrew Hamilton-Wright: Re: course-work masters; an ENGG member asked Andrew Hamilton-Wright to teach on overload for free because they can't staff the course they have in their coursework masters. Characterized as low-effort, "no quality is actually required in these courses". ENGG has identified that hiring sessionals for these courses comes with low quality instruction. ENGG has been painted into a corner where they need people to run the courses and don't have anyone in the ENGG group that want to/can do it.

Concern: if we have very little resources coming, how are we going to make sure that we (ie. SoCS) avoid this happening to us?

Response from Minglun: Minglun met with the space planning team for the new engineering wing with SoCS space. Minglun noted that the cap should be restrained to 200 students because of faculty/staff support. In Minglun's meeting with Richard afterward, Richard said he wants the space team to plan for increased undergrad enrolment. Richard reassured that if SoCS does increase that enrolment, we should get resources for faculty and staff.

Andrew Hamilton-Wright: "I agree what you're saying, but this is the time where we need actual numbers"

- If we grow to such and such a size, we need this much additional resources
- The one advantage of cyclical review is that this is when you get external voices to come in and say that "yes, this is reasonable", and we want to then point to the external reviewers to back our case [if challenged].

Minglun Gong: There are some numbers that we currently mention in the CPR, like lowering the student:faculty ratio to less than 30:1 from the current 35:1. We can certainly add/elaborate more on this on what we expect to need to support 250+ students. Minglun's understanding is that Dave and the undergrad curriculum committee has looked at this issue before.

Michael Wirth (from chat):

[1:21 p.m.] Michael Wirth

And pending retirements will be an issue... will they be replaced?

[1:25 p.m.] Michael Wirth

The risk, based on the demographic charts in the document is that there will be a lot of new faculty dealing with running the new programs, similar to what happened 20 years ago.

Response from Minglun Gong: Minglun is arguing [with the higher administration] that we should fill the retirement – have support from Dean's office, waiting for Provost's office for approval. More updates later on. For concerns on the Course-based Master (CBM) program, he felt that the problem of ENGG is that they grew too fast. If SoCS starts a CBM program, we would grow slowly and we will have control on how many students we take. It will help to provide resources for more graduate courses and allowing faculty members to select thesis-based students from CBM students.

Dana Rea (from chat):

[1:26 p.m.] Dana Rea

It would also be wise to review how are labs are being used (occupancy, facilities, etc)

[1:27 p.m.] Dana Rea

If there is additional space, we should make productive use out of it

Response from Minglun Gong: The space is not quite fully occupied because of COVID, so Minglun Gong thought it might not be necessary to include this.

David Calvert: In respect to the number of people, we can work with generality. Ex. If you want to have a program with X courses, this is the number of faculty that we'll need for that. Also agrees with what Andrew Hamilton-Wright says, is afraid that the money from CBM will be funnelled into sessionals and current faculty members to those programs.

1. The University will do this no matter what.
2. Doesn't think that the opinions of the University will sway too much. Andrew Hamilton-Wright agrees with this in chat.

Happy to be a part of the process to help estimate what we need for certain growth targets.

Minglun Gong: CareAI hire is still on the board, might be helpful.

Charlie Obimbo Question: We have the PhD in Computational Science, but not in Computer Science (on the first page) – why?

- Minglun Gong: The programs in the first page are added by Office of Quality Assessment. His interpretation is that the new PhD in CS program does not need to be reviewed since it just started. Minglun will clarify with Office of Quality Assessment.
- No additional comments or suggestions have been made.

Stacey Scott (comments on the topic of the cyclical review and CBM): Has experience in building the CBM at Waterloo and the arguments and resistance. Nonetheless, they went forward with it and it was pretty successful. Started very slow and took a different approach: not a high tuition program, very selective program (1 or 2 students). These would be high quality students that just couldn't get a supervisor (for ex.). Agrees with Andrew Hamilton-Wright that this shouldn't be something that should be promised. Unsure if there is a way to specify what kind of program they want, is concerned that admin will see this as a money-grabbing opportunity to fund the things we want to do, but agrees with Andrew Hamilton-Wright that we need the resources. Don't want to burden ourselves, but likes the idea of a CMB as long as it's not a money-grabbing thing.

Vote on the report, understanding that the editorial changes will occur, begins.

- Motion Suspended, **New Motion Proposed Vote on removing the CBM from the cyclical report, based on concern about it, begins** (Minglun Gong and Andrew Hamilton-Wright first and second):

Removing [the CMB from the document]

- Andrew Hamilton-Wright
- Dan Gillis
- Michael Wirth
- Deborah Stacey
- David Calvert
- Luiza Antonie
- Stacey Scott

Keeping [the CMB in the document]

- Charlie Obimbo
- Rozita Dara

- Joe Sawada
- Ali Dehghantanha
- Ritu Chaturvedi
- Pascal Matsakis

Abstain

- Yang Xiang
- Hassan Khan
- Neil Bruce

Therefore, the CBM will be removed from the document, and this will be considered in the suspended vote, which will now be reconsidered.

For:

David Calvert

Andrew Hamilton-Wright

Dan Gillis

Deborah Stacey

Charlie Obimbo

Yang Xiang

Neil Bruce

Hassan Khan

Luiza Antonie

Rozita Dara

Joe Sawada

Ali Dehghantanha

Pascal Matsakis

Ritu Chaturvedi

Abstain:

Michael Wirth

Against:

Motion Passed 14Y,1A,0N, for the *Cyclical report with edits and removal of the CBM*.

### Meeting with CEPS Restructuring Expert Consultant, Dr. Imogen Coe

- Imogen Supported the understanding of making CS more visible and not just lumped with ENGG or Sciences. Minglun suggested Computational and Physical Sciences as the new college name
- Key message from Imogen: how would the new college grow if given the sufficient resources.
- Staffing for new College: Minglun suggested that, if the new college has associate dean on outreach, then the outreach person can report to this position; however, if the new

college does not have an associate dean, then each college should handle their own outreach.

- Minglun: If we have a new college, then SoCS can get more attention in terms of outreach and donations, as well as from AA&D Office. Right now, that office is mainly supporting ENGG outreach initiatives – would like to change this.
- Minglun Gong invited Imogen Coe to council in the future; if there are no objections, they can come to listen to our ideas on forming the new College. End of updates, asked about any concerns or questions, of which there were none.

## Update on Faculty Search

- Search committee recommended Saban as the first option, have started negotiations including tenure. Case has been brought to T&P, which was accepted by the T&P committee. Also asked for deferral until next June, supported as well. Final offer is being drafted.
- Search committee recommended hiring Yan as well to fill future retirement. We do have Yang retiring, so it has been argued that this retirement can bridge. We have support from Dean's Office, sitting in Provost's Office for two weeks so far.
- NOTE: we may lose our next retiring position because of the previous decision of the Provost's office for using a future retirement to bridge one of the two teaching-focused positions that we filled. Not sure if they want to use this argument..

## 5. Ali Dehghantanha

### Master of Cybersecurity Leadership Program

- Update on the MCLC: almost all courses are finalized: one more course two other schools that need final revisions, almost complete.
- 4 Courses from Lang and 3 from Socs
- CIS6710/20 will be restricted to just this program
- Increases enrolment by 5 per year; number of people that will be joining this program will not be as high as the MCTI program because of the niche job roles. Mainly for executives or mid-level managers.
- SoCS and LANG will split the revenue evenly
- See Next Steps slide in Ali's presentation for future dates of interest.
- Minglun Gong: "When do you want the school to vote on it?"
  - > Hoping to have it sent to OGS by next leave; once approved, it will be sent to external review. Can either have vote then or after the comments come back from external review.

Joseph Sawada (from chat):

"FYI - The MCTI was a very lengthy process. And was approved by School before taking to OGPS."

-Stacey Scott: Wants more information on faculty workload and projects; asked to explain resource allocation.

Response from Ali Dehghantanha: There will likely not be a full student roster of projects. Re faculty impact: the school didn't have issues when this was first proposed, likely will not have impact, but Minglun Gong will know better.

## **6. Rozita Dara**

### **Update on Spring Academic Open House**

- For more information, please see Rozita's presentation slides
- Major questions from guests revolved around upper-year course offerings, co-op, and the differences in the CS/S.Eng programs.
- Lauren position has moved to the Dean's Office, and has been split into 3 positions:
  - Jean Hein (plans events for HS students for entire College)
  - Recruitment Officer (join sometime in June likely; will be focused on recruiting and reaching out to high schools; though these haven't been successful in the past. Michael Wirth noted otherwise in the chat)
  - Digital Marketing (see how much they contribute; maintain social media, digital marketing and outreach, will not maintain our entire website; nothing unrelated to socials)
- Need to work with Dean's Office on who is doing what, now that the position has been split

## **7. Joe Sawada**

- Already have the approval from the Grad Curriculum Committee for the motion:

### **Motion: The School Supports Adding OneHealth Specialization to our PhD.CS Program (15 Faculty remained, quorum held)**

Second: Stacey Scott

Negative voting used, all yea's; motion passed

## **8. Any Other Business**

No other business. Meeting adjourned.