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School of Computer Science
Council Meeting Minutes
Tuesday November 3rd, 2020
1:00-2:30pm;
Microsoft Teams

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Present –
Faculty: L. Antonie, N. Bruce, D. Calvert, R. Dara, D. Gillis, M. Gong (Director), G. Grewal, A. Hamilton-Wright, S. Kremer, X. Lin, P. Matsakis, J. McCuaig, C. Obimbo, D. Nikitenko, J. Sawada, D. Stacey, F. Wang, S. Scott, F. Song, M. Wineberg, Y. Xiang;
Staff: D. Byart, C. Hosker, J. Lange, K. Gardiner (recording secretary), J. Harwood, G. Klotz, A. Nejedly, D. Rea;
Student Represenatives: A. Murcias Rios, K. Rourke;

Regrets –
Faculty: R. Chaturvedi, A. Dehghantanha, D. Flatla (leave), H. Khan, M. Wirth (leave);
Staff: K. Johnston;
Student Representatives: None;

1. **Approval of Agenda for November 3rd, 2020**

   Motion: That the agenda for November 3rd, 2020 be approved.
   (C. Obimbo, Y. Xiang)
   Discussion: K. Rourke asked that the issue of wording for the Cirriculum Committee be added to other business.
   In Favour: All. Abstentions: None. **MOTION PASSED**

2. Announcements

- S. Scott was recently awarded the Lasting Impact Award at the 2020 ACM Conference.

- A. Nguyen will be joining SoCS as the MCTI Industry Liaison Officer.

- M. Gong also shared that T. He, who was originally going to join SoCS faculty January 2021, has deferred her start date to Summer 2021 with the support from the AI Search Committee. As a result, R. Chaturverdi will be teaching CIS*2500 in the Winter 2021 semester. He thanked R. Chaturverdi for agreed to the change under a short notice.

- D. Gillis asked for an update on the Recruitment and Liaision Officer position. M. Gong replied that as the University's hiring freeze is lifted, he is hopeful that we will be able to fill this position in the near future.

3. Approval of Minutes from October 6th, 2020

Motion: That the minutes from October 6th, 2020 be
approved.
(N. Bruce, A. Hamilton-Wright)
In Favour: All. Abstentions: None. **MOTION PASSED**

4. Dave Calvert

- **Motions from Undergrad Cirriculum Committee (see Appendix A, B)**

- **Motion:** Adopt the proposed learning outcomes for the B.Comp General
  Degree Program (see Appendix A).
  (D. Calvert, A. Hamilton-Wright)
  Discussion: No comments or discussions on learning outcomes
  In Favour: All. Abstentions: None. **MOTION PASSED**

- **Motion:** Add a minimum average of 60% in previous CIS courses attempts as a
  prerequisite to register in CIS*2750 and CIS*3750 (see Appendix A).
  (D. Calvert, Y. Xiang)

- Discussion: J. Sawada asked if this should only be applied to CIS*2750. D.
  Calvert explained that the curriculum committee did discuss this and agreed it
  should be applied to both courses.

- M. Gong asked if calculating the averages was something we would have to do
  manually or if it would be done by the Registar's office. G. Klotz clarified that
  it should be done mostly by the Registrar's office.

- It was confirmed that CIS*2750 is still part of the CIS minor program.

- S. Kremer noted it would be difficult for student's to raise their averages in
  time to register for CIS*2750 (a fourth semester course). He also noted that
  raising a grade average requirement for CIS*2750 will not guarantee that
  students will have the fundamental skills and knowledge to be successful. He
  proposed a new second year "Computing Fundamentals" course for students
  who don't have a 70% average. D. Calvert agreed with S. Kremer's idea but felt
  it was unrealistic because of registration restraints, changes to teaching tasks
  etc.

- J. Sawada expressed hesitation in adding administrative overhead to something the school isn't fully on board with, proposed the motion be applied to CIS*2750 only.

- J. McCuaig asked if faculty are able to increase the passing grade for their course. D. Calvert that the only way to do this is to adjust the way the course is marked.

- J. McCuaig noted that while students are not taking prerequisite courses seriously enough to properly equip themselves for future courses, she is not sure if this approach will solve the issue.

- M. Gong suggested a solution of requiring a certain mark in the prerequisite courses only rather than an overall average, as it is eaiser and more beneficial for students to retake the prerequisite courses if needed. D. Calvert noted that while this may appear easier, it may create a lot more admistrative work for G. Klotz and A. Nejedly.

- J. McCuaig asked if students could apply for the Honours program in second semester. D. Calvert noted that while this is possible, it is a bigger change than was originally anticipated. K. Rourke noted that removing the Honours program at the entry point of enrolment may deter students from applying to our program.

- D. Calvert noted that due to the uncertainty around this issue, the motion be tabled for a future meeting.

- **Motion:** Change the calendar description for CIS*4010 from a Winter offering to an Unspecified semester U (see Appendix A).
  (D. Calvert, S. Scott)

- Discussion: K. Rourke wanted to note that when this motion was brought to the curriculum committee, it was unanimously opposed. It was noted that cloud computing is important course for students who wish to enter the software engineering industry immediately after graduation, and moving it to unspecified would make it more difficult for students to plan and they may miss their opportunity to take it. The concern was also raised that if it became unspecified, it may become easier to not be offered at all (faculty resources, availability, sessional funding etc).

- M. Gong explained that the goal of moving it from Winter to Unspecified is to allow SoCS faculty members, instead of sessional lecturers, to offer the course.

Hence, this will increase, not decrease the chance of the course being offered.

- In Favour: None. Against: 14. Abstentions: 6. **MOTION REJECTED.**

5. Joe Sawada

- **Discussion on updates to graduate courses (see Appendix C)**

- J. Sawada shared an update on graduate number trends, with 34 Masters students and 23 PhD students.

- It was noted that as a result of the self-study report, a priority for the graduate curriculum is to review and organize our current grad course offerings. This process is long overdue; many currently courses are now dated or haven't been offered in over 10 years.

- It was also noted that with recent faculty turnover (8 new faculty in 4 years), we have seen a shift in faculty research focus, which also calls for a visit of the grad courses offered.

- J. Sawada wanted to discussion deleting the following seven courses: CIS*6000, CIS*6070, CIS*6090, CIS*6100, CIS*6140, CIS*6200 and CIS*6490.

- Potential courses to consider adding back: Algorithms, HCI, Data Science (Scientific methods in CS), Natural Language Processing.

- Guidelines/considerations for adding new courses: whether the course been offered recently under CIS*6650 Topics, whether it fills a gap in our advertised research areas, whether it can be taught by two or more faculty members and can it have a flexible course description so faculty can teach to strengths.

- G. Grewal noted that it may be important to keep CIS*6070 Discrete Optimization as it comes up in many other areas in Computing and is essentially a fundamental course. J. Sawada agreed this could be removed from the list of potential courses for deletion.

- D. Gillis recommended that if we are going to replace CIS*6070 with a Data Science course, we should consult with Math and Stats department, as they may be going ahead with their own Data Science masters program, which would impact SoCS getting this course approved.

- C. Obimbo noted that we should be aware of the push towards not offering MCTI courses to the general masters program students when considering adding courses; J. Sawada agreed.

6. Stacey Scott (see Appendix D)

- **Fall Preview Day**

- S. Scott shared that Fall Preview Day is taking place virtually on Sunday November 8th from 12pm – 4pm. This recruiting event usually takes place in person over an entire week. Fall Preview Day will also replaces Science and Engineering Sunday. SoCS has two "talking heads" information sessions at 1:00 and 3:00pm.

- S. Scott noted her disappointment in attendance at Discover UofG event in September. As a result, she has proposed a digital marketing campaign to promote SoCS programs and is awaiting approval/further discussion from the College.

- **Webpages for research themes**

- S. Scott shared that in response to Action Items #E.4.3 (Celebrate Research Excellence) and #E5.2 (Revisit Outreach and Team Building Strategy), the SoCS strategic planning committee will begin developping Research Theme webpages for the SoCS website in the winter semester. This will help undergraduates get to know faculty better, and better reflect the new areas of research that have emerged with new faculty in the school on our website.

- **Student Awards**

- S. Scott shared a list of SoCS student recipients of various CEPS awards and Dean's list (see appendix D). She asked that if faculty have these students in their class, please congratulate them in the absence of a college awards ceremony (not taking place due to COVID).

- S. Scott also noted there are SoCS in-course awards, calculated by highest average. They have been submitted for final approval and will be announced shortly. She also noted that the committee has been discussing changes needed to future SoCS Awards to meet the Board of Governor's mandate to have all in course awards be a minimum of $1000. She noted that our endowment fund does not currently accommodate this amount.

- Due to time, the remainder of the agenda will be covered at next meeting. Meeting adjourned 2:30pm.