School of Computer Science

SoCS Council Meeting Minutes

Tuesday, February 9, 2016
1:00 – 2:30 p.m.
Reynolds Room 219

Attended: D. Chiu, D. Gillis, G. Grewal, S. Kremer (Director), P. Matsakis, J. McCuaig, B. Nonnecke, C. Obimbo, J. Sawada, F. Song, F. Wang, M. Wineberg, Y. Xiang, D. Byart (Undergraduate Program Assistant), S. Cantlon (Recording Secretary), K. Johnston (Systems Analyst), G. Klotz (Program Counsellor), L. Zweep (Recruitment Officer).

Absent: D. Calvert, R. Dara, B. Gardner, X. Li (on leave), D. Stacey, M. Wirth.

1. **Special Guests - Catalyst Centre – David Hobson (dhobson@uoguelph.ca) and Andrea Weeks (aweeks@uoguelph.ca).**

2. **Special Guest – Dan Penfold, CPES Senior Development Manager**

3. **Approval of Agenda**
   <u>**Motion:**</u> J. Sawada and C. Obimbo
   <u>**Motion carried unanimously**</u>

   There is a full agenda based on the Dean holding our last two time slots.

4. **Approval of Minutes from November 3, 2015 Meeting**
   <u>**Motion:**</u> M. Wineberg and P. Matsakis
   <u>**Motion carried unanimously**</u>

5. **Approval of Minutes from December 1, 2015 Meeting**
   <u>**Motion:**</u> J. Sawada and C. Obimbo
   <u>**Motion carried unanimously**</u>

6. **Business Arising**

   a) <u>IT Review Update</u>
   S. Kremer confirmed that CCS lost contact with the reviewer that did the update. They tried to contact him but they have been unsuccessful. It sounds like CCS will identify a new reviewer to do the review from scratch. This was not paid out of the School's budget.

   b) <u>MSc Review Update</u>
   Way back when we had a review of our graduate program, the result was to continue with a report to follow. There were concerns with the PhD program. We responded initially that we would close the PhD program and launch the PhD program. Then with the direction from Anthony Clarke, we decided to do a major change. We submitted

that as part of our internal review process and had external reviewers come to the School. The PhD Computational Science program was approved and the new group that covers graduate studies covered that. In December, A. Clarke was contacted about the MSc program and confirmed that we still need to do this review. A. Clarke and S. Kremer were tasked with having to compile the MSc review. They called on S. Cantlon to provide a number of complex reports. She pulled that together and provided it to A. Clarke. He provided that to OCGS and they responded that this is satisfactory and we can continue to do our MSc graduate program. Thank you to S. Cantlon for doing all this work and late hours to help get that approved.

7. **Director's Remarks – S. Kremer**

   a) <u>Graduate Open House</u>
   Kate Mooibroek was instrumental in getting this Graduate Open House put together for the College. S. Kremer wants to thank all the faculty and L. Zweep for the teamwork. There were a number of students that came in. Graduate recruitment is a difficult thing but the event ran smoothly. Part of that was a thee-minute thesis completion. S. Kremer stated that he is proud to say that one of our students, Eddie Ma, won second place. He will be going to University-wide three-minute thesis competition.

   b) <u>Flipped Classroom</u>
   MacDonalid Institute 149 is coming online for the Fall and Winter for classes that are more than 60 students and less than 132 students. Instructors can contact Karen Gordon, Associate Dean Academic, for more information. S. Kremer was told there are tablets at every desk, whiteboards everywhere. Anyone wanting to use that should contact K. Gordon. This won't be booked through the regular system.

8. **Cyber Security MSc – S. Kremer**
   S. Kremer was approached by CCS for an MSc focusing on cyber security. They are very early in the discussions. CCS cannot hire experienced people in cyber security. There have been a number of instances with the campus network going down as a result of things like this and CCS is becoming aware that there is a lack of trained professionals in this area. They thought we could help. There are similar programs, one is in the UK, and this is still very much in preliminary discussion stage. It would be largely course based, but with a Practicum either on or off campus. CCS already has connections with that industry. They are working closely with Intel Security. Intel bought the McAfee product and they are distancing themselves from that name as that is connected to strange stories regarding the namesake founder.

   We will continue to engage in discussion on that. When we get a clearer picture, then we will bring this to the Graduate Curriculum committee. The people involved have been C. Obimbo, D. Stacey, S. Kremer and F. Wang.

9. New HCI BA Major – B. Nonnecke
   B. Nonnecke spoke about the following:

a) ISHB Name Change and a Course Overhaul

1. Instigated by Sofie Lachapelle - Acting Associate Dean (Academic) College of Arts
   - Initial meeting in early November attendees:
     - Sophie Lachapelle: slachap@uoguelph.ca
     - BA Counselor: Matthew Edwards medwar02@uoguelph.ca
     - PSYCH Undergraduate Curriculum Chair: Leanne Son Hing sonhing@uoguelph.ca
     - SOAN Undergraduate Coordinator: Linda Hunter lehunter@uoguelph.ca
     - Stefan and Blair

2. Problem
   - Unmanaged program
   - ISHB students are a counselling nightmare
   - Very few students
   - ISHB means nothing to anyone outside of the University and even then…

3. Solutions
   - Share management between SoCS and Psychology
   - Update courses
   - Change program name to HCI
   - Update Calendar description
   - Renewing an existing program is much easier and faster than inventing a new one

4. Process
   - Update courses
   - Update Calendar description (will remain as a BA)
   - Distribute changes to affected units and get signoffs (Psychology is set to go as are many other departments)
   - Signoffs needs to be completed in the next couple of weeks
   - Manage BUGS process so that the changes happen ASAP
   - Promote HCI program

b) New Calendar Description

HUMAN-COMPUTER INTERACTION (HCI)
School of Computer Science and Department of Psychology

Human-computer interaction (HCI) is concerned with the design, evaluation, and implementation of interactive computing systems for human use. It is a multidisciplinary field, incorporating facets of computer science, psychology and user research, and language and communication. The program prepares students for work in user interface design, usability evaluation, interactive programming as well as graduate studies in computer science.

Major (Honours Program)

COMPUTING AND INFORMATION SCIENCE

CIS*1500	[0.50]	Introduction to Programming
CIS*1910	[0.50]	Discrete Structures in Computing I
CIS*2170	[0.75]	User Interface Design
CIS*2430	[0.50]	Object Oriented Programming
CIS*2500	[0.50]	Intermediate Programming
CIS*2520	[0.50]	Data Structures
CIS*2750	[0.75]	Software Systems Development and Integration
CIS*2910	[0.50]	Discrete Structures in Computing II
CIS*3000	[0.50]	Social Implications of Computing
CIS*3530	[0.50]	Data Base Systems and Concepts
CIS*3750	[0.75]	System Analysis and Design in Applications
CIS*4300	[0.50]	Human Computer Interaction

*CIS*4900 is also recommended.*

PSYCHOLOGY

PSYC*1000	[0.50]	Introduction to Psychology
PSYC*1010	[0.50]	Quantification in Psychology
PSYC*2310	[0.50]	Introduction to Social Psychology
PSYC*2360	[0.50]	Introductory Research Methods
PSYC*2390	[0.50]	Principles of Sensation and Perception
PSYC*2650	[0.50]	Cognitive Psychology
PSYC*3250	[0.50]	Psychological Measurement
PSCY*3290	[0.50]	Conducting Statistical Analysis in Psychology
PSYC*3330	[0.50]	Memory and Attention

PSYC3280 is also recommended.

USER RESEARCH
1.00 credit from
HIST*2220 [0.50] Consumer History in Historical Context
HROB*2090 [0.50]] Individuals and Groups in Organization

MCS*1000 [0.50] Introductory Marketing
MCS*2020 [0.50] Marketing Information Management
MCS*2600 [0.50] Fundamentals of Consumer Behaviour
MCS*3010 [0.50] Quality Management

LANGUAGE AND COMMUNICATION
1.00 credit from
ARTH*2220 [0.50] The Visual Arts Today
LING*1000 [0.50] Introduction to Linguistics
LING*2400 [0.50] Phonetics
PHIL*2100 [0.50] Critical Thinking
PHIL*2250 [0.50] Knowledge, Mind and Language
PHIL*3250 [0.50] Philosophy of Language
THST*1200 [0.50] The Language of Media
THST*2650 [0.50] History of Communication

B. Nonnecke stated that the Department of Psychology has already approved this document. He isn't sure where this will go next. He suggested that S. Kremer would have a better idea of that. He stated that this wouldn't lead to a degree recognized by psychology grad programs. We are training Computer Scientists. This is to be owned by the two programs. This is strategic and we should have buy in from this group, and previously we didn't.

S. Kremer confirmed that when they are ready, it would go to the Curriculum Committee. B. Nonnecke thinks it will be ready in a week or two and he hopes to have it in the Fall calendar.

There were discussions on this. It included the question if our current Graduate program admission requirements would allow this type of student and that would be looked into.

10. **Undergrad Curriculum Committee – C. Obimbo**
C. Obimbo said that the committee meets bi-weekly. They picked up on the work that was previously done by the committee and C. Obimbo thanked the previous committee. C. Obimbo spoke about the following:

   a) Updates for Calendar Descriptions of Courses
   Old Pre-requisites:
   - Non-existing courses like 1900 have been eliminated as the pre-requisites of existing courses. Most of this work was done by J. Sawada, and have been updated by G. Klotz.
   - Descriptions of courses was also changed to complete sentences, this was done by G. Klotz, and checked by S. Kremer and D. Byart.
   - A vote will soon be taken by the Committee and if it passes, it will be sent on to the Program committee.

b) Proposal for the Neuroscience Major
- Request was made to SoCS by Brian Husband, Professor and Associate Dean (Academic) in the Department of Integrated Biology, to have 5-6 students take CIS*1500 and CIS*2500 during the times they are being offered.
- A vote was taken after discussion, and we unanimously agreed to allow their students to take the courses when they are regularly scheduled to be offered.

c) Mobile Computing Major:
- We are in the process of preparing a New Program Proposal Brief, as required by the University.
- (Reminder) 5 new courses, 1 of which can be taken by those outside the Mobile Major.
- Aim is to have the 1st draft ready by end of February.
- We need letters from the Provost and the Dean assuring us of their commitment to give us required resources, especially Faculty and Labs.
- We also need to fill in a draft of the MTCU Program Template, which will be done after New Program Proposal Brief is completed.
- W. Gardner is heading the filling in of the New Program Proposal Brief.
  P. Matsakis is helping out with the Learning Outcomes, which we must commend the former committee, and especially J. McCuaig for doing. S. Kremer is helping with the Resources Section.

d) Summer Courses
- Since our numbers are up, and especially due to the Co-op program we have in B-Comp & SENG, and now the proposed Mobile Computing Major, it behooves us to rethink the offering of Summer Courses.
- Our co-op students have to compete for the same positions as students of other universities like Toronto, McMaster, York and Waterloo.
- Having Summer-only co-op Semesters is causing us to be less competitive than others who have 8-month co-ops and Winter and/or Fall co-ops.
- 3750 / 3760 …
- SoCS had Summer courses before and during 2006. We need to rethink whether it will not be a good idea to have Summer Semesters again.

11. Tech Showcase – G. Klotz
G. Klotz announced that the 5th annual Technology Showcase will take place on the evening of Wednesday, February 24th. Everyone will get a calendar invite with more details after the meeting. There are 32 registered exhibitors and many exhibitors will include our former students.

12. Programming Contest – J. Sawada
J. Sawada spoke about the following:
- Motivation and goals.
- The actual event details/winners (what was learned).
- Future contests.

This was the first contest and they need to iron out the kinks. There is enough interest in doing this going forward. If any faculty member wants to help, it will be just coming up with new questions.

J. Sawada said thanks to the School and FreshBooks for providing money for the prizes, but noted that wasn't a huge motivation for the participation. J. Sawada hopes we can continue to do this year after year.

S. Kremer asked J. Sawada to thank FreshBooks on behalf of the School for their support.

13. **Recruitment Update: Go Code Girl, Roboticon – L. Zweep**
    L. Zweep spoke about the following:

    a) Go Code Girl
    - SoCS will be hosting our first Go CODE Girl event on Saturday, February 20th.
    - Go CODE Girl provides an opportunity for girls in grades 8-12 across Ontario to learn about the world of coding and software development and discover opportunities in computing and engineering fields.
    - Day program will include a keynote speaker, a Raspberry Pi lab, box cameras, a driving simulator, lunch and a photo booth.
    - Event attendees: Female high school students, parents of high school students interested in technology and high school computing teachers or teachers interested in computing/technology.
    - As of last week, we have 30 registered participants and still accepting registrations.

    b) Roboticon
    - SoCS will be hosting our 15th annual robotics competition on March 19th and 20th.
    - We reached our crowdfunding goal of $1500 to purchase new LEGO Mindstorms kits.
    - In total, we raised $3000 in funding due to the Dean Office's matching donation - enough for 6 new Mindstorms kits.
    - As of today, we have 25 teams registered for Roboticon and still accepting registrations - largest turnout in the past 5 years.
    - Theme: Star Wars.

    She also noted that the Girl Guides are coming March 3 and there will be an online chat in March.

14. **Outreach Committee – L. Zweep and B. Nonnecke**
    B. Nonnecke spoke about the Outreach Committee. He spoke about the following:
    - Met in late November and twice in January.
    - Reviewed competition (content, layout, terminology, structure, and navigation).
    - Dissected current SoCS site from the perspective of user groups (students, faculty, staff, alumni, etc.).

- Now have a rudimentary framework that can be added to as more requirements come in.
- Will poll staff, faculty, undergrad and grad students for further requirements.
- Collecting requirements from CIS*2170.
  - B. Nonnecke noted that he mentioned this to his class. From a class of 84, only three students put their hands up. Students don't use our site. They go elsewhere to get the information. None of the students and none of their parents looked at the site before coming to Guelph. Attracting students is through outreach and had 10-15 people. Most students said they came to Guelph based on campus tours. Students don't go to our website and aren't interested in going to a website.
- Start prototyping shortly.

15. **Teaching Awards Committee – M. Wineberg**
M. WIneberg spoke about the process for the in-school's teaching award is presented, and problems encountered. He noted the following:
- The teaching award has been available now for a few years. First year was a huge success and Dan was the first to receive the award. As was the intent of that award, was then to get Dan an UGFA award. This proved to be a success.
- Then we got into a hiccup. First we got push back from faculty and they didn't like advertising it as it was too self-serving. He never advertised it to his classes. It was not a shock when he got push back. Then they tried to go through other means by advertising through posters. There were no nominations.
- Then they did a publicity blitz, and he created the large posters and put them up around Reynolds. The Moodle site had a large banner. The main website had it, it was put on Twitter and Facebook. They got a lot of people going to Moodle site. The way to people was through Moodle and there were a lot of people going there. But, they only got one nomination.
- Obviously the students stopped by to look but didn't actively do anything. He doesn't know the difference between the first year and third year. There were a few people going to the website in the first year, then the next year there were lots going but they only one nominee.
- He announced that last year's winner is Dave McCaughan. Although he is not faculty, and it is not a requirement that you have to be a faculty member so sessional nominations are open. This isn't a bad thing but we cannot parlay that to UGFA but it is good to support the sessionals that help our department.
- They have tried to brainstorm what they could do. M Wineberg said that S. Kremer came up with some suggestions.
- He said that another issue is that right now we have is how you can be nominated. It is based on undergraduate course taught. Any student can nominate in any CIS course. Why cannot it be someone that is familiar with the course and just someone that is familiar with the course?
- All they have to do is submit a nominee name, the course and their reasons. M. Wineberg read the list of requirements.
- There were suggestions that it shouldn't be that they need to write a report, do it as a rating box, open to others such as a TA, knowledge of course (question should be what is your relationship to the person you are nominating).

S. Kremer asked if we could defer items 16-17 to next meeting and received agreement to move on to item 18.

    16. NoMachine Update – K. Johnston and W. Gardner
    17. PhD Committee – Y. Xiang

18. SoCS News – D. Gillis

a) <u>OGS student success</u>
The results came out last week and there are two students that he knows of that are getting OGS funding, Justin Carvalho, MSc program, and Jamey Fraser, PhD program.

b) <u>Tech Showcase</u>
Prior to the event, we'll be hosting a 4-5 session for students on succeeding technical interviews. There will also be a session held by coop for students that will help prepare them for technical interviews. L. Gatto told him that a lot of students are suffering when they get to that portion of the interview. This will be held the same day from 4:00-5:00.

c) <u>Joe's coding challenge</u> – ongoing

d) <u>EMC Coding Challenge</u> – upcoming
There will be a coding challenge coming up. In short, D. Gillis looking for help with challenges.

e) <u>Kyle Johnston</u>
D. Gillis announced that he has heard that K. Johnston's contract is extended for another 6 months.

19. Any other business.
There was none.

Meeting Adjourned