

School of Computer Science
Council Meeting Minutes (Amended Aug 30, 2016)
Tuesday, August 2, 2016
1:00 – 2:30 p.m.
Reynolds Room 219

IN ATTENDANCE: Pascal Matsakis (Interim Director), Luiza Antonie, David Calvert, David Chiu, William Gardner, Gary Grewal, Stefan Kremer, Fei Song, Deb Stacey, Yang Xiang, Monaliza Gill (Recording Secretary), Jennifer Hughes (Graduate Program Assistant), Greg Klotz (Undergraduate Program Counsellor)

REGRETS: Rozita Dara, Dan Gillis, Xining Li, Judi McCuaig, Blair Nonnecke, Charlie Obimbo, Joe Sawada, Fangju Wang, Mark Wineberg, Michael Wirth, Deb Byart (Undergraduate Program Assistant), Kyle Johnston (Systems Analyst), Lauren Zweep (Recruitment Officer)

1. Approval of Agenda

Motion: To approve the Agenda

1st. D. Chiu

2nd. D. Calvert

All in favour: Motion is passed.

2. Interim Director's Remarks

MINUTES

Approval of the minutes from the July 5 2016 meeting postponed until next Council Meeting.

MURDOCH MYSTERY

The crew of TV show “Murdoch Mystery” is filming on campus this week (Aug 1-5).

RENOVATIONS AND EXPANSION COMMITTEE UPDATES

P. Matsakis presented *slides** of the floor plan of renovations and diagrams of the proposed expansion.

Reynolds Renovations - P. Matsakis reported that there had been no official decision with the proposal; however, D. Stacey, Acting Dean, unofficially confirmed that Reynolds building will be upgraded and temporary relocation will be arranged.

Reynolds Expansion – P. Matsakis reported that there are now two options for consideration. First option, originally \$9.9 million includes 3 floors and basement but no classrooms. Second option, \$12.9 million includes additional fourth floor with 2 large classrooms.

VACATION NOTICES

P. Matsakis was away from July 11 to July 29; G. Grewal was the Deputy Interim Director.

M. Wirth is away from July to August.

J. McCuaig is away from July 15 to August 26; D. Calvert is the Acting Associate Director.

J. Sawada is away from July 25th to August 16th.

CURRENT STAFF HIRING

Analyst position – The Job Fact Sheet for the Analyst position has been banded and should be posted soon.

Counsellor position – The Job Fact Sheet for Counsellor has been banded but not yet posted; waiting for the budget approval.

Administrative Secretary position – P. Matsakis advised that one internal applicant among 18 applicants will be interviewed next week. If interview is successful, the start date should be by September. Otherwise, selection process will be considered for the rest of the applicants.

CURRENT FACULTY HIRING

2nd position: Dr. Andrew Hamilton-Wright accepted and signed the offer; he will start in January 2017.

3rd position: Candidate has verbally accepted the offer but has not signed the offer letter yet. The starting date will be hopefully in October 2016.

CL position: Dr. Fatima Hussain has accepted the 1-yr CL assistant professor position; she will be teaching 2 courses in F16 and 3 courses in W17.

FACULTY HIRING TO COME

P. Matsakis presented a *slide** showing two 2-yr teaching focused CL positions, 3 positions in Computer Science (mobile computing, networking, hardware, parallel programming, etc), 1 position in Data Science, and 2 positions in Cybersecurity.

Teaching-focused positions – These positions have been approved.

Computer Science positions – D. Stacey reported that the proposal for funding still needs to be discussed depending on the number of enrollment this year.

Data Science position – D. Stacey reported that only 1 faculty position was approved instead of the 2 positions requested in the Data Science proposal.

Cybersecurity positions - These positions need approval. The meeting with the Provost is rescheduled in early September.

TBA COURSES 2016/2017

P. Matsakis listed the following TBA courses for 2016/2017: CIS*2910 & CIS*3250 in F16; CIS*2050, CIS*2130 and CIS*2520 in S17.

SESSIONAL AND TA POSITIONS

P. Matsakis presented a *slide** comparing the volume of applicants vs Sessional and TA postings. The Staff Hiring Committee scheduled a meeting on Thursday, August 4th for the initial selection process.

TA ORIENTATION

J. McCuaig will be running TA orientation sessions prior to classes starting. The things to be covered is listed in the presented *slide**. Attendance is voluntary and more details soon.

COLLEGE GUIDELINES FOR T&P

P. Matsakis reported that the online survey showed 2/3 majority of the actual votes in favor of the College Guidelines and School Addendum but also many abstentions.

T&P 2016

P. Matsakis mentioned 2 important deadlines regarding the Sedona eCV: August 6 to advise for any inaccurate centrally uploaded information; midnight on Monday, August 15, 2016, to confirm eCV template.

ISHB removed from 2017 Admission Handbook

There was a brief discussion on the decision to remove the ISHB program from the 2017 Admission Handbook. According to P. Matsakis, B. Nonnecke suggested that we should come up with our own solution (e.g., stream). S. Kremer mentioned that a revision of the ISHB program was proposed but was rejected by the BA Program Committee.

3. Undergraduate Curriculum Committee, Co-op Program

D. Calvert presented slides on the proposed summer co-op schedule.

D. Calvert reported the need to review summer co-op issues that are restricting student enrollment. He mentioned that necessary revision is still a work in progress as J. McCuaig suggested to take out CIS*3750 of the 5th semester in Fall and simply revise some of the other courses.

D. Calvert stated that he believes CIS*2750 should also be offered in the summer semester, providing students with a chance to retake the course in a reasonable time period (for those that drop/fail).

P. Matsakis asked when the revised program can be implemented. D. Calvert said F18, but the paperwork needs to be completed by end of F16 or early W17.

4. Graduate Curriculum Committee, PhD Regulations

Y. Xiang presented *slides** and said regulations on QE and seminar were drafted and approved by the Graduate Curriculum Committee on July 18; revised drafts to incorporate faculty comments were sent to faculty on July 28.

The presentation included the following topics:

- Revised draft on QE
- Decision for draft regulation on QE
- Revised draft on seminar
- Decision for draft regulation on seminar

P. Matsakis and S. Kremer are not comfortable with the removal of the non-advisory committee requirement for the committee composition (seminars).

P. Matsakis commented that outside opinions are valuable, and the seminars shouldn't be like regular Advisory Committee meetings.

D. Chui agreed with S. Kremer and P. Matsakis.

Faculty will vote to pass new regulations via online survey.

5. Any other business

N/A

Meeting concluded at 2:34 pm

* *Slides will be emailed to the membership with the Council Meeting Minutes.*