# SoCS Council Meeting

Nov 8, 2016

AGENDA

1. Approval of Agenda
2. Approval of Minutes from Oct 25, 2016
3. Interim Director's Remarks — Pascal
4. Assistant Director's Remarks — Michael
5. Associate Director's Remarks, Undergraduate Studies — Judi
6. Associate Director's Remarks, Graduate Studies — Joe
7. Outreach Committee — Lauren
8. Strategic Planning Committee — Dan
9. Target Enrolment — Michael
10. Growth Plan — Pascal
11. Any other business

4. ASSISTANT DIRECTOR'S REMARKS
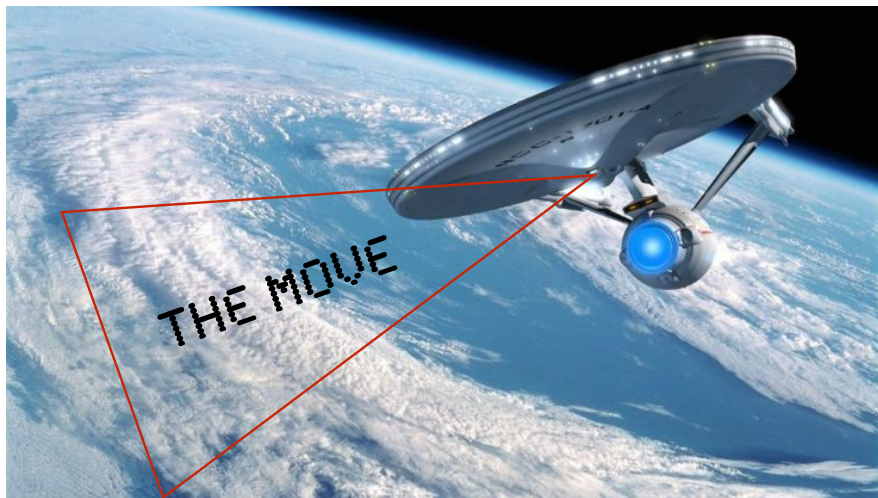
MOVE TO Maclachlan

- Inner 2nd floor "islands" will be painted a light colour.
- Rooms (except for repairs) will not be repainted.
- Carpet seems new-ish.
- Locks will be rekeyed.

MOVE TO Maclachlan

- All staff and most faculty have offices.
- Five faculty opting for no offices for the year.
- Some staff/faculty sharing.

MOVE TO Maclachlan

- Two bookable meeting rooms for faculty without offices, and anyone else.
- One storage / photocopier room.
- Grad student space and research space in VMI.

MOVE TO Maclachlan

MOVING

- Maybe 2 move days - one towards the end of Nov. another in early Dec.

MOVING

- Everyone should start cleaning out unwanted material and planning for packing - ASAP
- Blue-bins for paper waste.
- Boxes arrive today to allow packing to begin.
  - 400 x 2ft^3 boxes and 100 x 5ft^3.
  - Pack boxes, and label as MOVE or STORE.
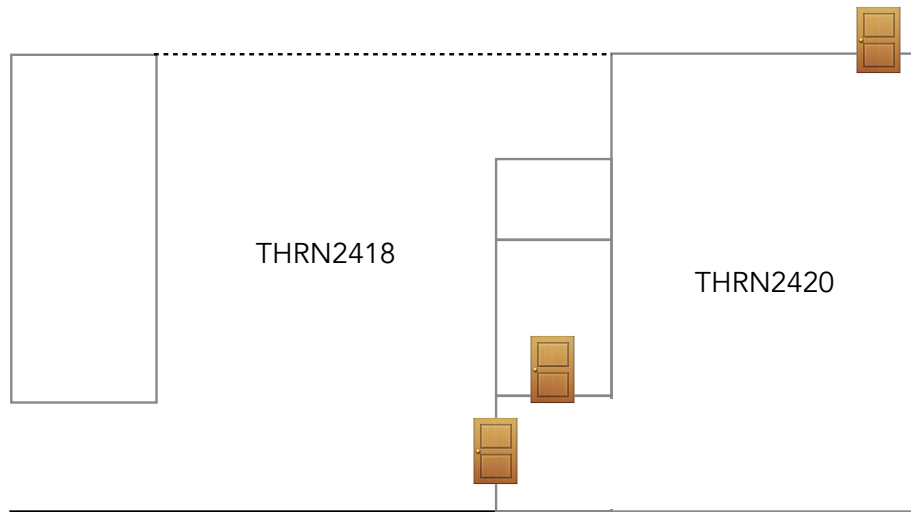 - Labels will be provided.

MOVING

- Furniture will be labelled as:
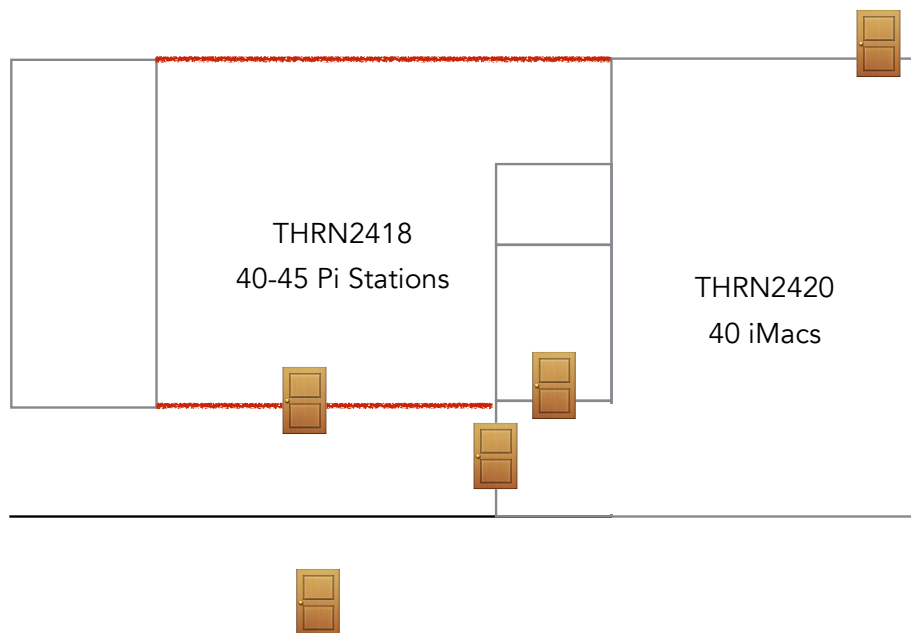- MOVE, STORE, RECYCLE, TRASH

LABS

- W17 labs in REYN 114 will have to be moved.
- Planning underway to turn THRN2418 into a 40-45 seat lab.
- Move iMacs in REYN to THRN2420 (40 total).
- THRN2418/3401 hardware upgraded in S17.
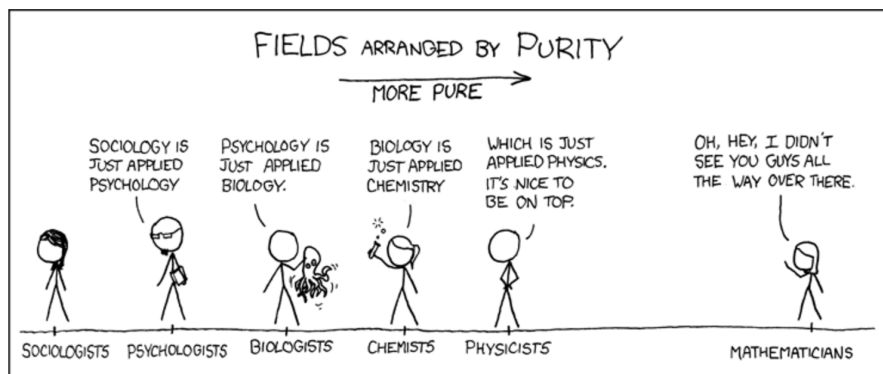
LABS

THRN2418

THRN2420

LABS

THRN2418

40-45 Pi Stations

THRN2420

40 iMacs

Grad Activities Update – Nov 8, 2016

1. Grad Numbers Trends

2. PhD External Examiner

3. Printing Fees for Grad Students

4. Grad Documents

from xkcd.com

Grad Numbers Trends

Semester	MSc.CS	PhD	Total New Admissions	Current Grad Students
F14	4	0	4	33
W15	3	0	3	37
S15	3	0	3	35
F15	5	0	5	34
W16	1	1	2	35
S16	4	1	5	38
F16	13	1	14	52
W17	5	0	5*	*49*

Additional admissions pending for W17; this number will be larger in the upcoming weeks (projected to be closer to 10-12)

▶ We are anticipating 8 students to graduate this semester

PhD External Examiner

From the discussion at the last school meeting, a question came up on our policy for finding an external examiner for our "old" CIS PhDs.

For the remainder of these students, we will follow the current University Policy found here: https://www.uoguelph.ca/graduatestudies/current/completion/thesis_completion/doctoral_sched

At least 8 weeks prior to expected defense date, it is the duty of the advisor to:

1. Identify three potential external examiners.
2. Contact the potential external examiners to verify their availability.
3. Nominate to the Program Committee, the names of the three potential external examiners

From here, the Grad Progress Committee will determine the suitability of the examiners and assemble the examination committee.

Printing Fees for Grad Students

Apparently one of the Schools favorite topics:

- ▶ We will maintain the printing fee policy ($40 MSc, $60 PhD): we will encourage students to get set up on the printers, but not make it mandatory.

- ▶ These fees will in no way hinder a students progress in the program.

- ▶ If an Advisor wishes to pay these fees with a grant, they can co-ordinate with Jennifer and Phyllis.

Grad Documents

1. The new PhD regulations will be available on the upcoming Wiki. They will be available in both text (searchable) and PDF.
   The regulation on the Thesis Defense was approved via online vote: 13 in favor, 0 against.

2. Jennifer has updated the PhD handbook for graduate students that contains all relevant information from these regulations.

3. Jennifer has created new MSc and PhD check lists

4. A new form for assigning/tracking Learning Modules required for each new PhD student is under discussion

SoCS Strategic Fundraising Priorities

November, 2016

Purpose

- Identify University of Guelph's academic, research, and student experience funding priorities

Criteria

- Critically important to advancing world-class excellence in teaching, research, or student learning & experience

- Addresses student needs

- Accelerates progress in a particular area

- Addresses a safety or accessibility issue

- Awards and recognizes achievement

Options

A. Academic Entities

B. Faculty Positions

C. Program Support

D. Lecture Series

E. Student Support

F. Infrastructure/Capital Projects

Options

A. Academic Entities

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Submitted Proposals

SoCS Social Innovation Lab

C: Program Support

- Fundraising Goal: $240,000

  - Establish a Social Innovation Lab
  - Interdisciplinary & community-engaged
  - Supports Interdisciplinary PhD
  - $150,000 for student/project support
  - $100,000 for computers and equipment

SoCS Awards Campaign

E: Student Support

- Fundraising Goal: $825,000

    - 14 Graduate Scholarships
        - 10 entrance
        - 4 in-course
    - 12 Undergraduate Scholarships
        - 10 entrance
        - 2 in-course
    - 7 Travel Grants
        - 1 per college per year

SoCS Renovation Fund

F: Infrastructure Support

- Fundraising Goal: $250,000

    - Office furniture
    - Grad space
    - Whiteboards

SoCS New Build Fund

F: Infrastructure Support

- Fundraising Goal: $7,000,000

  - $6,000,000 towards cost of new building
  - $1,000,000 towards lab equipment & furniture

Potential Proposal

SoCS Research Chair Fund
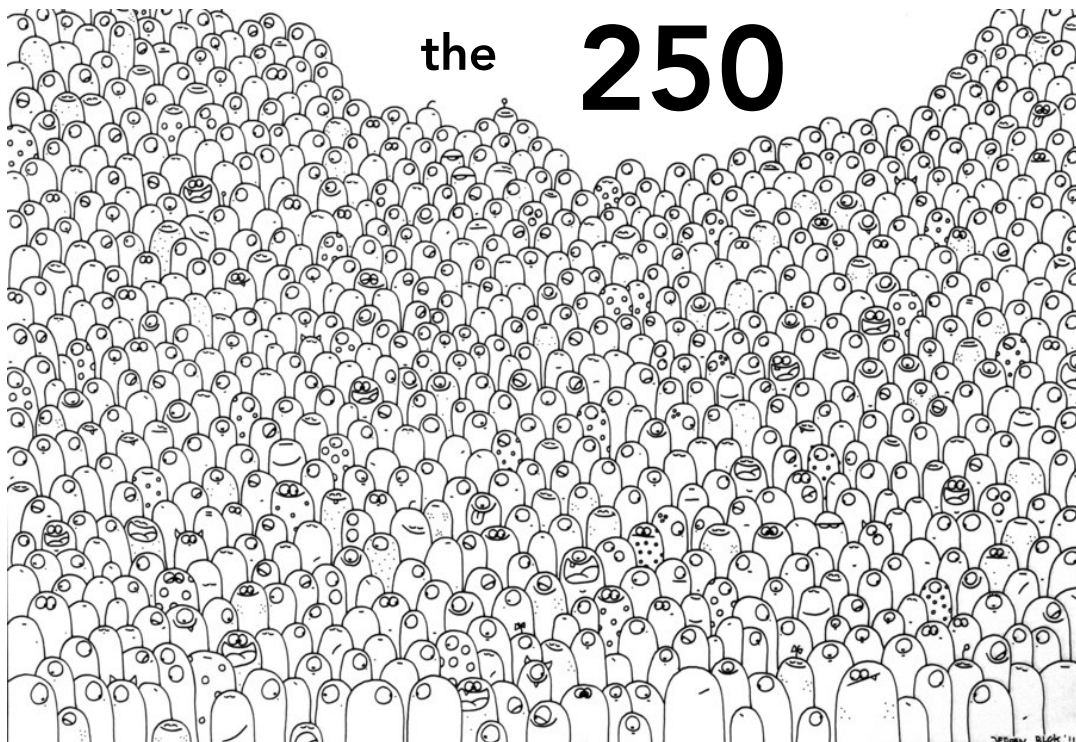
B: Faculty Positions

- Fundraising Goal: $750,000

  - Salary for research chair
  - Funding for lab and research support

SoCS Lecture Series Fund

D: Lecture Series

- Fundraising Goal: ???

  - Thematic lectures
  - All funding must be secured

the 250

Discussion

Keep the yearly incoming undergraduate enrolment at 250.

Current status

	2016/2017	
Students (incoming)	250	
Students (total)	854	
Faculty	21+2	1:37

Future status

	2017/18 +	
Students (incoming)	250	
Students (total)	854	
Faculty	25+2	1:31.6

Tasks

	Teaching Tasks	TT - S - CR
Faculty (21+2)	71	71-9-6=**56**
Classes (G+UG+Other) (49+7+1)	**57**	
Faculty (25+2)	85	85-11-6=**68**

Motion

The School of Computer Science approves a yearly target undergraduate enrolment of 250 students.

This is contingent upon the school receiving enough funding to hire a lab manager and a second program counsellor and to grow to 25 regular faculty and 2 CL teaching-focused faculty within the next two years, so as to be able to support all the teaching requirements associated with this target. Note that the implementation of a summer academic semester or of a new major or graduate program will require additional human resources (e.g., 3 additional regular faculty for a summer academic semester, 3 additional regular faculty for a course-based MSc in cybersecurity).