

SoCS Committees — Winter 2018 —

A. Standing Committees > Director

The operation of these committees is under the responsibility of the Director.

Tenure and Promotion Committee

See UGFA Collective Agreement, Articles 21.23-21.29.

- Pascal Matsakis (Chair)
- David Calvert
- Gary Grewal
- Stacey Scott
- Fei Song
- Stefan Kycia (College Member, Physics; non-voting)

Academic Staff Hiring Committee

Deals with the hiring of academic staff, like teaching assistants and sessional lecturers.

- Andrew Hamilton-Wright (Chair)
- David Flatla
- Mark Wineberg
- Cathie Hosker (Administrative Officer)

B. Standing Committees > Associate Director, Undergraduate Studies

The operation of these committees is under the responsibility of the Associate Director of Undergraduate Studies.

Academic Integrity Committee

Academic Integrity training, education, and verification, for undergraduate students. Conducts screening on software assignments to ensure compliance with Academic Integrity regulations. Documents cases of suspected violations of Academic Integrity on behalf of the Director.

- Gary Grewal (Chair)
- Ritu Chaturvedi
- Yang Xiang
- Dana Rea
- Jesse Francis (Academic Integrity Officer)

Undergraduate Program Implementation Committee

Collects and analyses undergraduate course outlines each semester to ensure that the program learning outcomes and the University regulations and procedures are met. Utilizes these outlines and enrolment projections to make recommendations to the Director about the number of lecture and lab sections needed as well as the number of TAs required for each course each semester.

- Gary Grewal (Chair)
- David Chiu
- Yang Xiang

Undergraduate Program Committee

See Board of Undergraduate Studies, Committee Bylaws, Section 7.3.1.

- Karen Gordon (Associate Dean Academic; Chair)
- David Calvert
- Gary Grewal
- Greg Klotz (Program Counsellor)
- Robert Dony (External Representative, SOE)
- (Undergraduate Student Representatives)
- Sandra Speller (Office of Registrarial Services; non-voting)
- Jessica MacKinnon (Committee Secretary; non-voting)

Admissions Committee

See Board of Undergraduate Studies, Committee Bylaws, Section 7.3.1.

- Karen Gordon (Associate Dean Academic; Chair)
- Gary Grewal
- Greg Klotz (Program Counsellor; non-voting)
- Janette Hogan (Admissions Services; non-voting)

Academic Review Committee

See Board of Undergraduate Studies, Committee Bylaws, Section 7.3.1.

- Karen Gordon (Associate Dean Academic; Chair)
- David Calvert
- Gary Grewal
- Greg Klotz (Program Counsellor; non-voting)
- Sandra Speller (Enrolment Services; non-voting)

Curriculum Committee

See Board of Undergraduate Studies, Committee Bylaws, Section 7.3.1.

- David Calvert (Chair)
- Andrew Hamilton-Wright
- Denis Nikitenko
- Charlie Obimbo
- Greg Klotz (Program Counsellor)
- Dema Abu Adas and Jason Atkins (Undergraduate Student Representatives)
- Laura Gatto (Co-op and Career Services; non-voting)
- Debra Byart / Sarah Mousseau (Committee Secretary; non-voting)

C. Standing Committees > Associate Director, Graduate Studies

The operation of these committees is under the responsibility of the Associate Director of Graduate Studies.

Graduate Outreach Committee

Outreach to current and potential graduate students (e.g., events within SoCS and CEPS, social media, liaison with SOCIS).

- Charlie Obimbo (Chair)
- Daniel Gillis
- Joseph Sawada
- Janice Ilic / Jennifer Hughes (Graduate Program Assistant)
- Laura Gatto (Graduate Student Representative)

Graduate Admissions Committee

Processes graduate admissions, ensuring the requirements are met and quality is maintained.

- Joseph Sawada (Chair)
- Luiza Antonie
- David Chiu
- Charlie Obimbo
- Fangju Wang

Graduate Progress Committee

Monitors and tracks the progress of all graduate students; ensures that the students meet the requirements and are on target to succeed.

- Joseph Sawada (Chair)
- Rozita Dara
- Stefan Kremer
- Fangju Wang
- Mark Wineberg

Graduate Curriculum Committee

Ensures that all the regulations/documentation pertaining to our graduate programs are clear and accessible; reviews the graduate curriculum and plans for future enhancements.

- Stefan Kremer (Chair)
- David Chiu
- Joseph Sawada
- Stacey Scott
- Mark Wineberg
- James Fraser (Graduate Student Representative)

D. Standing Committees > Assistant Director

The operation of these committees is under the responsibility of the Assistant Director.

Awards and Scholarships Committee

Deals with scholarships for undergraduate and graduate students, as well as with awards for students, staff and faculty.

- Rozita Dara (Chair)
- David Flatla
- Daniel Gillis
- Fei Song
- Michael Wirth

International Programs Committee

Management of international collaborations.

- Fei Song (Chair)
- David Chiu
- Xining Li
- Zoe Zhu
- Greg Klotz (Program Counsellor)

Strategic Planning Committee

Strategic planning initiatives.

- Daniel Gillis (Chair)
- David Calvert
- Stefan Kremer
- Stacey Scott
- Cathie Hosker (Administrative Officer)

Computing Infrastructure Committee

Deals with computing resource/lab needs, and creates policies should the need arise; deals with the implementation of the SoCS website.

- Kyle Johnston (Chair)
- Andrew Hamilton-Wright
- Fei Song
- Dana Rea
- Marshall Asch (Student Representative)

Physical Space Committee

Deals with the physical space for SoCS, especially room/lab allocation.

- Michael Wirth (Chair)
- Luiza Antonie
- Xining Li
- Janice Ilic / Jennifer Hughes (Graduate Program Assistant)

E. Discussion Groups and Ad Hoc Committees

Writing Circle

Weekly session to review each other's research-related writings and discuss issues related to running a research program. Open to everyone.

- Stacey Scott (contact)

Cyber Security Program Discussion Group

Discussions regarding the development of a new course-based MSc in cyber security and digital forensics.

- Joseph Sawada (contact)
- Rozita Dara
- Charlie Obimbo
- Dave Whittle (Associate Director, IT Operations & Infrastructure)

Renovations and Expansion Committee

Deals with the renovation of the Reynolds building and with a potential future expansion building for SoCS; communicates with Physical Resources, architects and contractors.

- Pascal Matsakis (Chair)
- Luiza Antonie
- Dana Rea
- Cathie Hosker (Administrative Officer)

Faculty Search Committee (contractually-limited position in cyber security)

See UGFA Collective Agreement, Articles 19.6-19.20.

- Pascal Matsakis (Chair)
- Rozita Dara
- Charlie Obimbo
- Deborah Stacey
- Dave Whittle (Associate Director, IT Operations & Infrastructure; appointed)
- Jarrett Phillips (Graduate Student; appointed)