

MINUTES OF THE OPEN SESSION

COUNCIL OF THE GINA CODY SCHOOL OF ENGINEERING AND COMPUTER SCIENCE

Friday, April 1, 2022

PRESENT:

Chair: Debbabi, M.

Voting members: Afif, J.; Aghdam, A.; Akgunduz, A.; Bagchi, A.; Ben Hamza, A.; Campbell, S.; Carr, G.; Clark, J.; Contreras, I.; De Visscher, A.; El Ayoubi, C.; Fayyaz, F.; Ghafouri, M.; Ge, H.; Gopakumar, G.; Goodarzi, B.; Jahanshahi-Anbuhi, S.; Kuzgunkaya, O.; Medraj, M.; Majumdar, S.; Narayanan, L.; Nduwumwe, A.; Ng, H. D.; Paquet, J.; Pugh, M.; Qiu, D.; Shayan, Y.; Shihab, E.; Soliman, A.; Stathopoulos, T.; Tahar, S.; Witte, R.; Yan, J.; Younes, E.; Zanjani Kazemi, M.

Non-voting members: Binsley, R.; Kraulis, I.; Ward, M.

Observers: Athienitis, I.; Baptiste-Brown, S.; Clarke, A.; Fiorentino, N.; Himmo, M.; Miatello, M.; Tajmel, T.

REGRETS:

Voting members: Athienitis, A.; Charky, K.; Constantinides, C.; Nasiri, F.; Ormandjieva, O.; Rais, R.; Reddy, K.; Rivaz, H.; Saleh, R.; Shivamallappa, M.; Whitelaw, A.; Thiel, S.; Zananiri, C.

Non-voting members: Bencheikh, Z.; Edwards, J-M.

Observers: Allaire, V.; De Melo, D.; Gosselin, G.

1. **Call to Order of the Open Session**

The Chair called the open session of the meeting to order at 2:05 p.m.

2. **Adoption of the Agenda**

Motion 2022-03-01 Upon motion duly moved and seconded (M. Pugh/A. Bagchi), it was passed that the Agenda be adopted as submitted.

Vote: Carried unanimously

3. **Approval of the Minutes of Open Session ECFC 2022.02 – March 11, 2022**

Motion 2022-03-02 Upon motion duly moved and seconded (T. Stathopoulos/M. Pugh) it was passed that the Minutes be approved with the following edits:

- *Add A. Ben Hamza – present*
- *Typo on page 2 – remove extra “s” in research*
- *Correct Olympian name: Marion Thenault.*

Vote: Carried unanimously

4. Graham Carr, President – Visit to Council

Concordia President Dr. Graham Carr visited the GCS Council. President Carr provided an update on the health and safety protocols at Concordia and reassured the council that the situation would be updated when more information has been received from the government about public health. President G. Carr thanked Dr. Tajmel, Dr. Glatard, Dean Debbabi and the Minister of Cybersecurity and Digital Technology, Mr. Caire, for their hard work and dedication to the creation and the launch of the Applied AI Institute. Additional support is being established for students from countries currently experiencing socio-political instability. Students can contact the President's office for support. President Carr addressed many of the concerns of the University, including the new provincial budget, enrolment and research. Questions were asked about what teaching and working at Concordia will look like in the future. President Carr mentioned that the Future Concordia project is ongoing and is gathering information from all sectors. A discussion ensued, where President Carr addressed some of the other concerns from the council. All feedback was welcomed, and members were encouraged to provide their input.

5. Chair's Remarks

- Concordia launched the Applied AI Institute on Friday, March 18, 2022. It was a success, with over 130 people attending virtually. Both the Quebec Minister of Cybersecurity and Digital Technology, Éric Caire, and Pierre Rodrigue, the Deputy Minister, attended in person. Congratulations and thank you was given to Drs. Khorasani, Glatard, Bouguila, and Shihab for their work leading the creation and the launch. A special thank you to Dr. Narayanan, who initiated the conversation on applied AI which lead to further discussions, including ones with Dr. Ben Hamza.
- The collaboration between the AI Institute and Ericsson for professional training has proceeded with great success.
- Thanks were given to everyone who participated in our 2nd Annual Gina Cody School Day on March 16, 2022. A special thank you to Dr. Shihab for participating in the lunch panel on AI and healthcare, and to the panel guest speaker Jahangir Mohammed, Founder & CEO at Twin Health, who is a GCS alumnus. In the evening, both graduate and undergraduate students showcased their Capstone and research projects. It was an outstanding research session.
- Thank you to all faculty members who attended the Lunch and Share: Teaching Experience event on = Friday, April 1, 2022. Great discussions took place about how to improve students' learning experience as we have returned to in-person teaching. The panel, composed of recipients of the GCS Teaching Excellence Awards, was moderated by Dr. Stathopoulos. Thanks were given to Dr. Akgunduz for planning this event, Dr. Stathopoulos for moderating, and Marisa Ward for helping with the logistics. Hopefully, the event will recur in the near future.

6. Associate Dean Remarks

Ali Akgunduz, Associate Dean, Academic Programs and Undergraduate Activities

- Graduate attribute assessments are due. Please submit these before grades have been finalized. This is a new rule, and hopefully, it will be a smooth transition. This is in preparation for the accreditation visit, which will take place in 3 years. When the semester ends, we will review the curriculum.

Hua Ge, Associate Dean, Student Academic Services

- Admissions remain strong, with a 3 percent increase in applications and a 36 percent increase in admissions. Admissions have been processed more quickly this year which explains the increase. Registration will be starting soon and is being monitored.
- The student study group saw 380 students register. Attendance is not as high as expected. We are looking to increase interest. Feedback from the students who attended is positive. We are working towards a higher attendance in the future, and more work will be done to support our students.

Tanja Tajmel, Special Advisor to the Dean, Equity, Diversity, and Inclusion

- The EDI Award and the EDI Research Grant have been launched. An email should have been received this week outlining the details.
- The Gina Cody School EDI Award is worth \$1,000. This award is given to recognize outstanding achievements in practice, outreach, teaching and other activities that support equity and diversity and inclusion EDI in STEM. This award recognizes ongoing activity or already accomplished work that started in the 2021-22 academic year. All faculty, staff and students are eligible for this award.
- The second award is the Gina Cody School EDI Research Grant. It is worth \$7,000. This grant will support GCS EDI research projects. All full-time tenure and tenure track faculty members are eligible for this award. Thank you to Dr. Clarke and Dr. Shihab for initiating these awards. The deadline for the first round of applicants is May 16, 2022.
- Dr. Shihab added that this is the first edition of these awards and asked for the faculty's support to create a culture at GCS that considers EDI when conducting research.

Amir Aghdam, Associate Dean, Graduate Studies

- One-credit courses for per credit billings are coming into effect soon. For this summer, the new course-based master's students should take at least one course to be considered full-time, for next summer these students will need to take 9 credits. Please make sure you have enough courses for the course-based master students for this summer. Course-based master's programs will need to be adjusted due to the one credit courses. Please work with your GPD and discuss any required changes.
- Admissions are up 31 percent for thesis-based masters students for summer and 74 percent for course-based students.

Emad Shihab, Associate Dean, Research and Innovation

- The Canada Excellence Research Chair positions have been posted. Please advertise widely.
- A call for the GCS Research Excellence Awards has been sent out, and the EDI Research Grant award has also been announced. Thank you to Dr. Tajmel and Dr. Clarke for their leadership on this initiative. The council was asked to encourage faculty members to apply for these awards.
- Development advisors will visit the departments very soon. Dr. Mendoza, Dr. Pushkareva and Amin Zavieh are available to help with partnerships. Please leverage these advisors to help you find partnerships like research alliance grants.
- Dr. Shihab was pleased to announce recently secured funding :
 - Two fundings for the research projects through the NSERC Alliance at a combined amount of \$990k for Dr. Moreau, MIAE and Dr. Mulligan, BCEE.
 - Industry 4.0 worth \$1.2 million led by ETS with strong involvement from Dr. Wuthrich, CME & MIAE.

- FRQNT NSERC NOVA award worth \$225k for Dr. Stoyanov, CME.
- The Canada Inuit Research Arctic Program worth \$190k is being led by Dr. Athienitis and Dr. Ge.
- Concordia university research chairs were announced and 5 were given to GCS, which is 42 percent of the CURCs allocated to GCS: New Scholar - Dr. Li, CME; Tier 2 - Dr. Shang, CSSE, and Dr. Kwok, MIAE; Tier 1 - Dr. Assi, CIISE, and Dr. Sedaghati, MIAE.
- Discussions are taking place with the Unity team to ensure a smooth transition.

Hoi Dick (Eddie) Ng, Associate Dean, Academic Affairs

- A thank you was given to the Department Chairs and Associate Chairs? for their help submitting course workload requests. The information is being validated, and the workload letters will be sent out in the next few weeks.
- Application deadline for summer-term Teaching Assistantships (TA) is April 5, 2022. An email was sent to thesis-based students asking them to consult and discuss with their supervisors before applying. This is to make sure there is a balance between TA and research duties.
- Dr. Ng and AITS are working on a requisition to buy a second cluster to support the proposal of a micro-credentials program to train undergraduate students in the areas of AI, machine learning, cybersecurity, and advanced networking, which is valued close to \$1 million.
- GCS is hiring additional staff to support academic advising. There are also two IT hires in progress to support special initiatives and the planned implementation of micro-credential programs in the School.

Action: Dr. Ng will seek legal advice to determine whether TA information can be announced publicly.

7. Curriculum Changes

- a) Graduate Curriculum Proposal for the 2022-23 Academic Year
Centre for Engineering in Society:
One credit billing for course-based master's programs (ECFC 2022.03.01)

Motion 2022-03-03

Upon motion duly moved and seconded (A. Aghdam/G. Gopakumar) it was passed that document ECFC 2022-03-01, be ratified as submitted with the following modifications:

- *Add exclusion notes for 4 credit courses, change the course titles to differentiate the 1 credit and 4 credit courses, remove the online teaching modality, remove the "no", and look at the courses that are sharing the same course numbers.*

A. Akgunduz/A. Bagchi moved to table ECFC 2022.03.01.

Vote: Carried unanimously

- b) Graduate Curriculum Proposal for the 2022-23 Academic Year
Centre for Engineering in Society:
ENCS 691 (ECFC 2022.03.02)

Motion 2022-03-04 *Upon motion duly moved and seconded (A. Aghdam /G. Gopakumar) it was passed that document ECFC 2022-03-02, be ratified as submitted with the following amendments:*

- *Add exclusion notes for 4 credit courses, change the course titles to differentiate the one credit and 4 credit courses, remove the online teaching modality, remove the “no”, and look at the courses that are sharing the same course numbers.*

Vote: Carried unanimously

Action: Curriculum committees should verify the curriculum items before coming to council.

- c) Graduate Curriculum Proposal for the 2023-24 Academic Year
Department of Electrical and Computer Engineering:
COEN 691 (ECFC 2022.03.03)

Motion 2022-03-05 *Upon motion duly moved and seconded (A. Aghdam/Y. Shayan) it was passed that document ECFC 2022-03-03, be ratified as submitted.*

Vote: Carried unanimously

- d) Undergraduate Curriculum Proposal for the 2023-24 Academic Year
Department of Mechanical, Industrial and Aerospace Engineering
MECH 373, MECH 344, MECH 411, MECH 428 (ECFC 2022.03.04)

Motion 2022-03-06 *Upon motion duly moved and seconded (A. Akgunduz/M. Pugh) it was passed that document ECFC 2022-03-04, be ratified as submitted.*

Vote: Carried unanimously

- e) Undergraduate Curriculum Proposal for the 2023-24 Academic Year
Department of Computer Science and Software Engineering
Changes to the definition of Electives (ECFC 2022.03.05)

Motion 2022-03-07 *Upon motion duly moved and seconded (A. Akgunduz/L. Narayanan) it was passed that document ECFC 2022-03-05, be ratified as submitted with the following amendments:*

- *Page D11 or page 86 – “elective is part of a major”– explicitly listed in major minor course specialization. If the course is listed on that page, then we will accept as part of general electives.*

Vote: Carried unanimously

8. Memberships and Powers of the Faculty Council (ECFC 2022.03.06)

Motion 2022-03-08 Upon motion duly moved and seconded (H. D. Ng/L. Narayanan) it was passed that document ECFC 2022-03-06, Memberships and Powers of the Faculty and School Councils be ratified as submitted.

Vote: Carried unanimously

9. Approvals and Ratifications of Elections (ECFC 2022.03.07)

Motion 2022-03-09 Upon motion duly moved and seconded (H. D. Ng/M. Pugh) it was passed that document ECFC 2022-03-07, Membership on the Selection Committee for the Gina Cody School of Engineering and Computer Science Teaching Excellence Awards for Professors and Teaching Assistants be ratified as submitted.

Vote: Carried unanimously

Motion 2022-03-10 Upon motion duly moved and seconded (H. D. Ng/B. Goodarzi) it was passed that document ECFC 2022-03-07, Senate membership be ratified as submitted.

Vote: Carried unanimously

Motion 2022-03-11 Upon motion duly moved and seconded (H. D. Ng/M. Pugh) it was passed that document ECFC 2022-03-07, Council of the School of Graduate Studies membership be ratified as submitted.

Vote: Carried unanimously

10. Other Business

- Dr. Clark suggested that as faculty renew discovery grants, it may be a good idea to encourage them to make sure that their google profile is clean and all pdfs are available. There are two ways to do this:
 - 1) Open access can involve payment, which can be significant.
 - 2) Before editors work on your paper, you are entitled to post an author pre-print. This can be done through the Concordia library, where they can make an e-print publicly available. The articles can be placed in archive or it can be uploaded to google drive. Please remember that it is important not to put a published version of your article because it may be copyrighted by IEEE.

11. Adjournment at 4:20 p.m.

Zineb Bencheikh
Secretary of Faculty Council
Gina Cody School of Engineering & Computer Science