

MINUTES OF THE OPEN SESSION**COUNCIL OF THE GINA CODY SCHOOL OF ENGINEERING AND COMPUTER SCIENCE**

Friday, March 11, 2022

PRESENT:**Chair:** Debbabi, M.**Voting members:** Afif, J.; Aghdam, A.; Akgunduz, A.; Athienitis, A.; Bagchi, A.; Ben Hamza, A.; Campbell, S.; Clark, J.; Charky, K.; Contreras, I.; Constantinides, C.; 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.; Nasiri, F.; Nduwumwe, A.; Ng, H. D.; Paquet, J.; Pugh, M.; Qiu, D.; Shayan, Y.; Shihab, E.; Soliman, A.; Stathopoulos, T.; Thiel, S.; Witte, R.; Yan, J.; Younes, E.; Kazemi Zanjani, M.**Non-Voting members:** Binsley, R.; Kraulis, I.; Ward, M.**Observers:** Allaire, V.; Athienitis, I.; Baptiste-Brown, S.; Clarke, A.; Fiorentino, N.; Gosselin, G.; Himmo, M.; Miatello, M.; Tajmel, T.**REGRETS:****Voting members:** Carr, G.; Ormandjieva, O.; Rais, R.; Reddy, K.; Saleh, R.; Shivamallappa, M.; Whitelaw, A.**Observers:** Bencheikh, Z.; De Melo, D.; Edwards, J-M.; Zananiri, C.

1. Closed Session
2. Call to Order of the Open Session

The Chair called the open session of the meeting to order at 2:22 p.m.

3. Adoption of the Agenda

Motion 2022-02-01 Upon motion duly moved and seconded (G. Gopakumar/A. Aghdam), it was passed that the Agenda be adopted as submitted.

Vote: Carried unanimously

4. Approval of the Minutes of Open Session ECFC 2022.01 – February 11, 2022

Motion 2022-02-02 Upon motion duly moved and seconded (B. Goodarzi/Y. Shayan) it was passed that the Minutes be approved with revisions.

- *Minutes will be adjusted to capture the discussions on these three topics: email legacy protocols, per credit billing and graduate attribute assessment submission.*

Vote: Carried unanimously

5. Chair's Remarks

- Council was informed that the document package will always be sent the Monday prior to the Council meeting, unless there are exceptional circumstances.
- Congratulations were given to Marion Thenault (MIAE, undergraduate student) and her Olympic teammates, who won the bronze medal in the mixed team aerial skiing at the 2022 Beijing Olympic games.
- On February 17, 2022, the Honourable François-Philippe Champagne, Minister of Innovation, Science and Industry, announced the granting of funding in the order of \$80M for the national cybersecurity consortium for the creation and administration of the cybersecurity innovation network. It is important to mention that the network is worth more than \$160M if we consider the financial commitments of the organizations in cash and in kind. The network is set to advance the cybersecurity agenda of Canada in terms of R&D, innovation, and the training of cybersecurity talent. This grant is co-led by Concordia University together with four other institutions. This initiative will have a strong positive impact on research, training and innovation in Canada and also at the Gina Cody School.
- On February 9, 2022, Concordia signed a \$5M agreement with the government of Quebec to support research, advance software development and enhance workforce training of government employees. Concordia will be working closely with the Quebec government on the topic of cyber security.
- On March 18, 2022, we will have the official Launch of the Applied AI institute and there will be a hybrid event. The event will take place in person at the De Seve Cinema and there will be a virtual platform that guests can use to connect to the event remotely. Mr. Eric Caire, Minister of Cyber Security and Digital Technology will be joining this event. Members of Council were encouraged to join using the virtual platform. This is all thanks to the leadership of three of our faculty members: Kash Khorasani, Department of ECE, Nizar Bouguila, Department of CIISE, Tristan Glatard, Department of CSSE. There was also a very strong support from Emad Shihab, Associate Dean, Research and Innovation. This institute brings together more than 95 faculty members from the four faculties and more than 200 graduate students working on different aspects of applied artificial intelligence. The approval of the University was received and the institute is already operational, active and engaged in research and training in different activities. One specific activity to mention, the institute is engaged in professional training in the area of applied AI in collaboration with Ericsson and the Institute is contributing to the training of more than 130 employees in the area of applied AI.
- The next Gina Cody School Day will be held on March 16, 2022. It will be a celebration of our incredible community of students, faculty, staff, alumni and friends. Everyone is welcome to attend the event and express your pride in being affiliated with the school.
- The GCS Advisory Board meeting was held on March 7, 2022. The theme of the meeting was the electrification of society. This theme supports the university's initiative in the area of the Canada First Excellence Research Fund (CFERF). Members of the advisory board were asked for guidance, advice and insight. Alex De Visscher, Chair of the Department of CME, Emad Shihab, Associate Dean, Research and Innovation and Karim Zaghbi, Professor in CME joined the meeting and a presentation was made making a strong case about electrification, articulating our research capacity and aspiration in this strategic area. There were also two special guests who delivered very insightful presentations, Jean-Francois Beland, Vice-President at Investment Quebec, leads the file on energy storage in Quebec. The second presenter was Daniel Breton, who is the Chief Information Officer of Electrical Mobility Canada. A good discussion took place and follow-ups were identified.
- A brief COVID 19 update was provided. The number of cases on campus is very low, around 5 or 7 cases in the past week. The situation is improving significantly and back to normal in terms of delivery and teaching. Staff are on-campus at 60 percent and 40 percent remote.

6. Associate Dean Remarks

Hua Ge, Associate Dean, Student Academic Services

- There is a 50 percent increase in admissions compared to last year. We currently have 1,900 admits and 1,000 are cegep students. Departments have received the list of cegep students and will encourage top students to join the Gina Cody School.
- Quebec has funded scholarship programs and they are being advertised to attract students.
- Peer support study groups have been created to target students at risk with a GPA of less than 2. This began on February 21, 2022. There are 7 courses and 5 TA's were hired. The most popular courses are ENGR 213 and ENGR 233.
- An email was also sent to the GPDs for students with a GPA less than 2. GPDs and program assistants can approach the students who need peer support to lessen the number of students in a low academic standing.

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

- Dr. Ng thanked colleagues and department chairs for nomination submissions for the Provost Circle of Distinction and President's Excellence in Teaching Awards. The Dean's Office will work with the nominees to help prepare the packages and to submit by the end of March 2022.
- Applications for the summer term 2022 will open on Monday, March 14, 2022 and the deadline to submit is Tuesday April 5, 2022. An email has been sent to the students. Please remind your graduate students if they are interested.
- The Dean's Office is planning to offer a mentoring program to students facing academic challenges. Please send any students that you think would qualify as a mentor for this initiative to Dr. Ng.
- Course evaluations will not be done this semester.

Ali Akgunduz, Associate Dean, Academic Programs and Undergraduate Activities

- Student societies are back on campus and they have begun doing competitions. The expenses are increasing. It is our responsibility to collectively help the student groups and provide funding as much as we can. And, for faculty members to open labs for students to use the space.
- Capstones are back and hopefully we will have a Capstone exhibition day. We have to encourage Capstone students in this experience. Faculty members should stop by and check out their work.

Tanja Tajmel, Special Advisor to the Dean, EDI

- The StemSquad outreach activity began on February 18, 2022, led by Lyes Kadem, Carole El Ayoubi, Eddie Ng, Amanda Clarke, and Ann-Louise Davidson.
- Women in Engineering hosted their annual conference on March 5, 2022.
- The EDI working group is very active. We are currently systematically analyzing EDI activities with regard to outreach, retention and career development. Based on this analysis, we will develop new initiatives and recommendations.
- The Gina Cody School is working with Concordia Indigenous Directions in developing an indigenous bridging program. Charles Kiyanda from the Department of MIAE, Stuart McMillian from CES, Ali Akgunduz, Associate Dean, Academic Programs and Tanja Tajmel, Strategic Advisor to the Dean, EDI are all involved in this initiative.
- The Gina Cody EDI report is in progress.

Emad Shihab, Associate Dean, Research and Innovation

- Concordia University Research Chair rankings were done by the faculty research committees and forwarded to VPRGS.
- There were various internal competitions related to ARRE and the SEED grant. The SEED team grants were all ranked and forwarded to VPRGS. Dr. Shihab thanked everyone involved in the process of the submission and review of the dossiers.
- An update was provided for the Senate Research Committee on CERC and CFREF. There are two CERC. Dr. Andreas Athienitis is leading the CFREF and the CERC in Aerospace is led by Susan Liscouet-Hanke.
- Andreas Athienitis presented the CFREF. This is a very big proposal with many parties involved across the university. Many thanks to everyone involved.
- Forms were sent to encourage faculty members looking for partnerships with industry. Dr. Shihab said that a very good response was received. Please encourage faculty members to participate.
- All department councils will be visited to discuss the forms and for departments to get to know the partnerships team.
- We received news about the students participating in the MITACS Global Research Internship Program. We will be hosting 38 undergraduate students from 6 different countries. This will be done throughout summer 2022.
- Thank you Dean Debbabi for leading the Canadian Cybersecurity and Innovation Network Initiative.
- Dr. Tsz Ho (Tom) Kwok from the department of MIAE received the I.W. Smith Award for outstanding creative achievements in mechanical engineering within 10 years of completing the PhD.
- The AI Institute launch will be held on March 18, 2022.
- The Gina Cody School Day will be held on March 16, 2022. Many research-related activities will take place, please participate.

Amir Aghdam, Associate Dean, Graduate Studies

- Amir Aghdam met with all of the departments and the unit chairs and one of the outcomes from these meetings was the decision to send emails to the GPDs and graduate coordinators with a list of available applicants and instructions on how to search for more details. The first email was sent last week and the second email should be received on Monday, March 14, 2022. Ideally, we want all professors to get these emails from the GPDs and graduate coordinators and use these lists to admit new students.
- Due to new billing format, there will be some new course proposals that will be discussed at the next Council meeting. The new courses may affect the course flow of the departments. The department chairs were asked to please be ready to discuss these changes at the departmental committee meetings.
- All departments have received the information about entrance awards last week. Some policies were communicated in the same email. Please distribute this information to your departments.
- Text was added in particular for our Faculty regarding the students who are sponsored by different organizations.
- Text is being worked on to be more suitable to our students.

7. Curriculum Changes

- a) Graduate Curriculum Proposal for the 2022-23 Academic Year
Department of Electrical and Computer Engineering:
ELEC 6631 (ECFC 2022.02.01)

Motion 2022-02-03 Upon motion duly moved and seconded (A. Aghdam/Y. Shayan) it was passed that document ECFC 2022-02-01, be ratified as submitted.

Vote: Carried unanimously

- b) Graduate Curriculum Proposal for the 2022-23 Academic Year
Co-Op Institute: ELEC 6931 (ECFC 2022.02.02)

Motion 2022-02-04 Upon motion duly moved and seconded (A. Aghdam /E. Shihab) it was passed that document ECFC 2022-02-02, be ratified as submitted.

Vote: Carried unanimously

- c) Graduate Curriculum Proposal for the 2022-23 Academic Year
Department of Building, Civil and Environmental Engineering:
ENCS 691 (ECFC 2022.02.03)

Motion 2022-02-05 Upon motion duly moved and seconded (A. Aghdam /A. Bagchi) it was passed that document ECFC 2022-02-03, be ratified as submitted.

Vote: Carried unanimously

- d) Graduate Curriculum Proposal for the 2023-24 Academic Year
Department of Electrical and Computer Engineering:
COEN 6501, COEN 6541, COEN 6551, COEN 6711, COEN 6741, COEN 7741, ELEC 6651
(ECFC 2022.02.04)

Motion 2022-02-06 Upon motion duly moved and seconded (A. Aghdam /Y. Shayan) it was passed that document ECFC 2022-02-04, be ratified as submitted.

Vote: Carried unanimously

- e) Graduate Curriculum Proposal for the 2022-23 Academic Year
Centre for Engineering in Society:
Per-credit billing for course-based master's programs (ECFC 2022.02.05)

Motion 2022-02-07 Upon motion duly moved and seconded (A. Aghdam /G. Gopakumar) it was passed that document ECFC 2022-02-05, be tabled.

This change hasn't gone through all departments which is exceptional and council has requested more time to review the documents. There was a lengthy discussion and further clarification is also needed on the following comments:

Concerning the 1 credit courses and the 4 credit courses in ECFC 2022.02.07: indicate that if a student takes a 4 credit course then they shouldn't take the same subject for a 1 credit course.

Whether the course title should include 'Seminar'.

Do not indicate the delivery unless course should be offered always online.

Combine proposals ECFC 2022.02.05 & ECFC 2022.02.07 as one item to see how the two changes affect each other. Will come to April 1, 2022.

L. Narayana/ A. Ben Hamza moved to table the two curriculum items

Vote: Carried unanimously

- f) Graduate Curriculum Proposal for the 2022-23 Academic Year
 Department of Chemical and Material Engineering:
 CHME 6911 (ECFC 2022.02.06)

Motion 2022-02-08

Upon motion duly moved and seconded (A. Aghdam/A. De Visscher) it was passed that document ECFC 2022-02-06, be ratified as submitted with the following edits:

- *SGS said to make courses 4 digit and keep it consistent. This differs with the rest of GCS. Amir will bring this point to SGS to discuss further. Add MEng in the Provost track.*

Vote: Carried unanimously

- g) Graduate Curriculum Proposal for the 2022-23 Academic Year
 Centre for Engineering in Society:
 ENCS 691 (ECFC 2022.02.07)

Motion 2022-02-09

Upon motion duly moved and seconded (No one moved this. It was tabled at the same time as ECFC 2022.02.05) it was passed that document ECFC 2022-02-07, be tabled.

Vote: Carried unanimously

8. Approvals and Ratifications of Elections (ECFC 2022.02.08)

Motion 2022-02-10

Upon motion duly moved and seconded (H. D. Ng/M. Pugh) it was passed that document ECFC 2022-02-08, CES, CME, CSSE, ECE, MIAE representatives on the Council of the Gina Cody School of Engineering and Computer Science be ratified with minor edits.

The term for the MIAE representatives should be 2022-2024.

Vote: Carried unanimously

Motion 2022-02-11

Upon motion duly moved and seconded (H. D. Ng/T. Stathopoulos) it was passed that document ECFC 2022-02-08, Faculty Elections Committee be ratified as submitted.

Vote: Carried unanimously

9. Other Business

- Dean Debbabi asked the Council if they would like the meetings to begin being offered in person. There was a general agreement to wait for Senate to be in person before we begin having GCS council in person.

10. Adjournment at 3:45 p.m.

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