Faculty of Engineering
Executive Committee
Meeting 2019.06
13:00 May 24, 2019 in room CBY 707

PRESENT

J. Beauvais (Dean),
M. Dubé (Vice-Dean, Research),
M. Labrosse (Vice-Dean, Undergraduate Studies),
L. Peyton (Vice-Dean, Graduate Studies, Interim)
D. Taylor (Vice Dean, Quality Assurance & Teaching Innovation),
T. Lethbridge (Vice-Dean, Governance),
C. D'Amours, (Director, EECS)
C. Rennie (Chair, CVG),
N. Baddour (Chair, MCG),
B. Kruczek (Chair, CHG),
S. Gandolfini (Chief Administrative Officer),
K. Bournes (Alumni Relations Officer),
F. Bouchard (Manager of Outreach),
V. Samson (Manager of Marketing and Communications),
L. Roy (Assistant to the Dean)

EXCUSED

M. Bouchard (Vice Dean, International, Interim),
C. Adams (EECS – CSI),
H. Howes (Manager of Development)

19.06.01 Presentation by Michel Racine – System Manager

Michel Racine gave an overview of various aspects of the IT team's portfolio.

He started by giving highlights of personnel changes.

Security initiatives: Central IT have implemented multi-factor authentication for staff; it will be rolled out to professors soon; the requirement will be to confirm a login on a secondary device once a day. Workstation security has also been rolled out to some administrative staff, but will not be required for those such as professors who have a need to install their own software. They will also be rolling out laptop security, which enforces encryption of disks, to provide protection if a laptop is stolen. Central IT implemented the email header that makes it clear when a message is from an external source. They are also sending fake phishing emails to train employees to be wary.

Office 365: UOttawa has signed a new contract with Microsoft for Office 365. We will have a corporate OneDrive account. The shared drive component will be activated later. There is also the ability to access Office Online. Access to up to five devices at home will be allowed.

Email: here is a project to move people away from legacy email systems. Michel Racine's team will be considering what to do with email mailing lists used in the Faculty, such as lists of students and professors in various programs or academic units, and list of researchers in various groups.

Academic computing: The Faculty IT team launched the VDI initiative over a year ago. Servers were provisioned by central IT. But there have been some problems with graphics-intensive applications, so there is a project to outfit the servers with GPUs. The Manager of Outreach has

purchased laptops that can be used to access Faculty resources by Outreach participants even off campus.

The remote application portal has been working well, allowing students to run applications on our servers, but displaying on their devices.

Research computing: Any professor has access to Google Filestream with unlimited storage. Central IT is also establishing 5TB of fast on-campus central storage.

Researchers with need for access to distributed computing can use the facilities of Compute Canada.

Other: The Faculty IT team is evergreening their servers; they are doing this every 5-6 years now. They are not replacing lab computers any more since they work well as VDI clients, however they are replacing keyboards and monitors as needed. Students in the recent IdeaScale campaign complained about dirty keyboards.

The B02 lab will have new monitors. However, there is a longer-term need to further improve that lab.

19.06.02 Approval of the Agenda

The agenda was approved.

Written reports were circulated from the Vice Deans of Undergraduate Studies, Research, Graduate Studies, as well as the the Manager of Outreach and the Manager of Marketing and Communication

19.06.03 Minutes of the last meeting (May 29, 2019)

The minutes of the previous meeting had been approved electronically.

19.06.04 Business arising

There was none.

19.06.05 Update from the Dean

Health and Safety update

A student suffered bruising in one incident. In another incident, a student was exposed to chemicals due to poorly fitting clothing. A student pricked her finger when recapping a fresh syringe.

STEM Update

The windows in STEM will be changed most likely starting some time in July, but the exact time of start and end of installation is uncertain, and may extend well into the autumn.

There are still some labs moving into STEM.

There is no news on what will happen to CBY Block E.

The south end of the STE remains a mess.

The date of the PAPI requests has been advanced to mid August. Last fall there was no answer to our requests. Some work requested two years ago has been done.

Meetings of the Deans of Engineering

There was a discussion among Deans of Engineering about how engineers can tackle the UN Grand Challenges, many of which relate to our strategic themes.

There was discussion among the Deans about collaboration on indigenous initiatives.

Other

Claude D'Amours was part of a university mission that just returned from a visit to Taiwan. They talked to universities about research collaboration.

19.06.06 New Business

Support for Accreditation

The Vice Dean QATI presented his proposal for a contract position associated with the upcoming accreditation and also the cyclical program reviews. He hopes someone can be hired as soon as possible. We need to wait for our Envelope 2 notification to determine what funds would be available.

Unfortunately, there has been no progress in arranging for the same report to be submitted for both CEAB and cyclical review.

Since this is the first time using VENA we have particular need for support. There was discussion of employing TAs for some portion of the work. There was a question of whether VENA is working effectively.

Revision of Policy 21 (Travel)

There was discussion of changes to Policy 21. One of them is that students may now receive the per diem. It has been suggested that the Faculty could have a standard per diem amount for students that could be less than the university's normal maximum per diem amount, It was agreed not to do this, as a result professors can approve amounts for students up to the university per diem values (receipts are no longer required) but can still decide to only approve lesser amounts for students.

Other

The Faculty Presentation will be Thursday morning.

19.06.07 Matters to be considered in closed session

Envelopes of $80,000 from the Faculty Development Fund were approved for each of the four academic units, and also for the IT Service. Units are required to spend the funds on the projects they had presented to the Executive, but may adjust the priorities.

Faculty Executive upheld the proposed sanctions in a fraud case

It was decided to rotate having the vice deans present at various meetings (one at each meeting). There will be further discussions at a later date about improving efficiency at Executive meetings. The Dean will also hold additional informal meetings with the Vice Deans and the Chairs.

19.06.08 Adjournment

The meeting ended at 15:27.

Timothy C. Lethbridge, Vice-Dean (Governance)