

Faculty of Engineering
Executive Committee
Executive Update Meetings Series: March 15-June 18 2020
on Microsoft Teams

PRESENT

Attendance varied but most Faculty Officers were present for most meetings, and quorum was always present.

20.04.01 General

During the Covid-19 Pandemic, Faculty Executive met 2-3 times per week to discuss all aspects of the management of the Faculty. Detailed informal notes were recorded in the 'Notes' area of Teams meetings.

Topics for discussion included: Teaching and evaluation guidelines and best practices; satisfactory/non-satisfactory status for students; closing and re-opening of the facilities; planning for summer and autumn courses; planning for outreach; surveying students and professors; running labs when students are not present; proctoring software; reports from external meetings (national and provincial meetings of Deans, as well as many internal university meetings attended by Deans and Vice-Deans); recruitment, admissions and registrations; scheduling of courses; micro-credentials; concerns about whether or not students will return and any needed accommodations; hiring faculty positions; the plan for phased return to research; the action plan for research; facilities (including the lab space, office space and the future of CBY); convocation; the Faculty Assembly; plans for welcome week and 'buddy system'; cybersecurity; re-organization of the development office; gender balance on the FTPC; the Makerspace; negotiations with the unions regarding special matters during the pandemic.

Faculty Executive was given authority to act in behalf of Faculty Council at the Faculty Council meeting of March 23, with motion 20.02.03 "On a motion duly moved and seconded, Faculty council approved the following motion: That Faculty Council delegate to Faculty Executive the power to act on its behalf for the duration of the Covid-19 crisis".

Specific items requiring formal minutes are recorded in the items below.

Separate minutes (20.03, April 6) were issued for an in-camera meeting to choose a new Vice-Dean Research. The minutes of these were approved electronically by April 8th.

20.04.02 Academic Inquiry Matter: May 22, 2020

On May 22, Faculty Executive approved the recommendation of the Academic Inquiry Committee Meeting of 6 May 2020 into a case of students in ITI1121 and ITI1521.

20.03.03 Guideline Revisions

On May 29th in their authority to act as Faculty Council, Faculty Executive approved a set of guidelines entitled "Faculty of Engineering Guidelines During the Pandemic (Summer and Fall 2020)" published at the following URLs:

<https://engineering.uottawa.ca/governance/fall-2020#>

<https://genie.uottawa.ca/gouvernance/automne-2020>

20.03.04 Academic Inquiry Matter: June 17, 2020

On June 17, Faculty Executive approved the recommendation of the Academic Inquiry Committee Meeting of 25 May 2020 into a case of two students in MCG2142.

Timothy C. Lethbridge, Vice-Dean (Governance)