

Faculty of Engineering

Faculty Council

Meeting 2023.03

October 03, 2023 in person in CBY 707 and on Microsoft Teams

PRESENT

Officers of the Faculty

J. Beauvais, K. Hinzer, G. Doudak, M. Labrosse, A. Sowinski, S. Somé, N. Baddour, M. Fall, H. Anis, X. Cao.

Professors

C. Fauteux-Lefebvre, J. Haelssig, K. Meek, E. Dragomirescu, C. Kinsley, O. Seidou, P. Branco, V. Groza, A. Karmouch, T. Lethbridge, N. Samaan, B. Jodoin, T. Uchida, A. Weck, J. Foster, Muslim Majeed.

Students

Eslin Ustun Karatop, Faria Jaheen, Esmaeil Morshedi, Tushar Agarwal, Tristan Ruel, Abhay Ariyappillil, Anna Schubert, Justin Brown, Ryan Goodwin.

Others including guests and non-members

M. Kimberley, H. Howes, S. Drouin, C. Morasse, J. Olivier, D. Azzi

EXCUSED

Officers of the Faculty

Professors

M. Dubé, S. Vanapalli, L. Moura, H. Mouftah, I. Catelas

Students

ABSENT

Officers of the Faculty

Professors

H. Tezel, M. Kavgic, H. Al Osman, H. Schriemer, N. Zaguia, T. Jin, D. Knox, Arya Rahgozar.

Students

Parisa Bayat, Shahroz Shaikh, Ali Raza Bhangu, Christopher Lit, Ghita Hajraoui, Bowen Ivanovich, Yacine Boubacar.

23.03.01 Approval of the Agenda

The agenda was approved as presented.

23.03.03 Approval of the Minutes of the April 2023 Meeting

The minutes had been approved by email.

23.03.03 Matters arising from the minutes

There was none.

23.03.04 Report of the Dean

Dean Beauvais provided an update since on activities since the last meeting, noting:

- Health & Safety: 5 incidents over June, July & August - No serious injuries, follow ups carried out for each one of these, corrective measures introduced when relevant and possible.\
- Cybersecurity: Cyber Range launch – week of October 16. Actual date Oct 19. Happening during Cyber Awareness Month.
 - Mentioned the type of activities that we will be doing in the range (training, research etc.)
 - Very strong interest from industry
 - Mostly focused on business development on launch day
- Patrimoine - Heritage Canada funding to increase offering of courses in French
 - Upgrading of equipment - \$2.9M to increase capacity in our UG teaching labs
 - New faculty position hires – 10 additional faculty positions
- Learning Futures Fund
 - 4 projects from Engineering have been funded out of a total of 15 funded projects
- Budget update
 - Situation continues to be challenging right now
 - Different units have taken different steps to meet their reduced expenditure targets
 - Only two faculties met their recruitment targets for this September (Engineering being one of the two)
 - We continue to find ways to adapt that will have the least impact on the faculty
- Research Seed Funding
 - Funded outside ops budget. Open opportunities to fund collaborative projects with international partners
 - 6 new projects in partnership with TEC-M funded this year
 - Open call to fund collaborative projects with international partners coming shortly to the entire faculty
- Remain focused on our 3 objectives from the 3-year plan
 - Research - increasing impact and visibility of our impact

- Recruitment - continue to strive to be a prime destination for students, staff and talent
 - EDI
- New program and updates
 - BMDes registrations this Fall - first cohort
 - Marketing targeted to a different group of students than we usually communicate with
 - Development of online portfolio
 - Two new programs and launch
 - Re-alignment of the Executive committee members to better support our objectives

23.03.05 Report of the Vice-Dean Research

The Vice-Dean provided an oral report, noting:

- Information regarding research at the Faculty of Engineering can be found on the MS Teams Engineering Research Development Forum and in the weekly Engineering Research Development Forum Roundup email sent by Mark Pearson to professors.
- Deadline for NSERC doctoral scholarships is October 17, 2023; NSERC and OGS master's scholarships normally December 1.
- External deadline for NSERC Research Tools and Instruments grant proposals is October 25.
- External deadline for NSERC Discovery grant proposals is November 1.
- New NSERC CREATE grants at the Faculty (https://www.nserc-crsng.gc.ca/Professors-Professeurs/Grants-Subs/CREATEResults-ResultatsFONCER_eng.asp)
 - Burak Kantarci: NSERC CREATE Program for Training and Research in Autonomous Vehicles for Reliable Services in the Air and on Land (TRAVERSAL)
 - Ghassan Jabbour: Training in Quantum Materials Multiscale Assembly via Low-cost Low-carbon Footprint Processes (CREATE-QuantM-MALL)

A member asked for an update on Workday. It was noted by the VD Research that as part of the activities in the Research Commission, VD Research from all faculties wrote a memo to receive an update and discuss issues related to Workday. A one-hour session with leaders of Workday was organized. It was reported that there will be more development of the dashboard, a speeding up of creation of new accounts, and stabilization of payments.

23.03.06 Report of the Vice-Dean Programs

The Vice-Dean had circulated a report.

The Vice-Dean reported that all engineering programs will have another accreditation visit in the fall of 2024. Individual meetings with the associate directors and chairs have started since the beginning of September. A meeting with all associate chairs and associate directors will be on October 10th to ensure that all programs are prepared for the visit.

One undergraduate and 12 graduate motions were presented to the Faculty Council for approval. The complete document, including the resolutions of the motion, is presented in the following table.

1.1 Undergraduate

Motion	Unit	Motion Code	Description	Academic Unit Approval	Effective Date	Approved
Minor	SEDTI	To be submitted separately.	The minor modifications are to change the calendar course descriptions for GNG1103/1503 and GNG2101/2501. Both courses are taken by many of the engineering students. The request for modification in the course description is to better reflect what is being taught in the courses.	2023-09-28	May 2024	yes

1.2 Graduate

Motion	Unit	Motion Code	Description	Academic Unit Approval	Effective Date	Approved
Major	CHG	2023-GRAD-GENIE-CHG-12	Making CHG 8333 (Research Methodology and Communication) course that is an optional course to a compulsory course for MASc and PhD students in the Chemical and Biological Engineering Department.	2023-09-08	May 2024	yes
Major	SEDTI	2023-GRAD-GENIE-SYS-11	As requested by the Executive Senate Committee (see AAI-28): Create a concentration in Interdisciplinary AI for both course-based and thesis based masters programs consistent with the online Interdisciplinary AI program created last year. Create one new course and three new cross-listed course codes (microprogram in IAI). Updates to the requirements of the core program (courAndrewse-based and thesis) to allow the new course codes as optional courses.	2023-09-18	May 2024	Yes
Minor	CHG	2023-GRAD-	The proposed minor modification serves to create a new CHG	2023-09-05	May 2024	yes

Motion	Unit	Motion Code	Description	Academic Unit Approval	Effective Date	Approved
		GENIE-CHG-10	graduate course, CHG8113: Organic Electronics.			
Minor	EECS	2023-GRAD-GENIE-CSI-17	Following the creation of 2023-GRAD-GENIE-DTO-09, 2023-GRAD-GENIE-SYS-11 and 2023-GRAD-GENIE-MIA-14, the course exclusion for some courses must be modified to respect data integrity.	2023-09-20	May 2024	Yes
Minor	SEDTI	2023-GRAD-GENIE-DTI-15	Following the creation of 2023-GRAD-GENIE-DTO-09, 2023-GRAD-GENIE-SYS-11 and 2023-GRAD-GENIE-MIA-14, the course exclusion for some courses must be modified to respect data integrity.	2023-09-20	May 2024	Yes
Minor	SEDTI	2023-GRAD-GENIE-ELG-16	Following the creation of 2023-GRAD-GENIE-DTO-09, 2023-GRAD-GENIE-SYS-11 and 2023-GRAD-GENIE-MIA-14, the course exclusion for some courses must be modified to respect data integrity.	2023-09-	May 2024	Yes
Minor	SEDTI	2023-GRAD-GENIE-GNG-18	Following the creation of 2023-GRAD-GENIE-DTO-09, 2023-GRAD-GENIE-SYS-11 and 2023-GRAD-GENIE-MIA-14, the course exclusion for some courses must be modified to respect data integrity.	2023-09-20	May 2024	Yes
Minor	SEDTI	2023-GRAD-GENIE-IAL-13	Following the creation of 2023-GRAD-GENIE-DTO-09, 2023-GRAD-GENIE-SYS-11 and 2023-GRAD-GENIE-MIA-14, the course exclusion for some courses must be modified to respect data integrity.	2023-09-20	May 2024	Yes
Minor	SEDTI	2023-GRAD-GENIE-DTO-09	Following the creation of 2022-GRAD-GENIE-DTO-29, 3 courses must be created with DTO course codes (online) to replace existing IAI (in person) course codes: DTO5100 - Foundations and Applications of Machine Learning, DTO5101 - Foundations of Machine Learning for Scientists and Engineers, DTO 5120 -	2023-09-21	May 2024	Yes

Motion	Unit	Motion Code	Description	Academic Unit Approval	Effective Date	Approved
			Essential Concepts in Data Science			
Minor	EECS	2023-GRAD-GENIE-ELG-08	Update courses title and descriptions and abolishing courses to match Carleton's course offering	2023-08-25	May 2024	Yes
Minor	MCG	2023-GRAD-GENIE-MCG-07	Creation of course code for MCG/AMM course that has been offered regularly as 'special topics' course over the past few years (MCG5305 (3cr): Uninhabited Aircraft Systems Design)	2023-06-06	May 2024	Yes
Minor	SEDTI	2023-GRAD-GENIE-MIA-14	Following the creation of 2023-GRAD-GENIE-DTO-09 (and in accordance with 2022-GRAD-GENIE-AAI-28), we must replace existing optional courses with IAI (in person) course codes with DTO course codes. The course exclusion for MIA 5100 must be modified also to respect data integrity.	2023-09-20	May 2024	Yes

23.03.07 Report of the Vice-Dean student affairs

The Vice-Dean circulated a report.

The Vice-Dean reported that to alleviate the loss of the Academic GPS, services offered to students by the Mentoring Center have been updated and expanded through a partnership with Counseling Services and the Health and Wellness Centre. Work has also been underway to prepare a Student Handbook.

The numbers for the first-year admission are exactly on target as of Sept. 1, 2023. The percentage of 1st-year female students was 27.3%, inching closer to the 30% ceiling that we want to break. Total UG enrolment has increased by 1.05% compared to the end of fall term last year; the percentage of UG female students in the Faculty has increased to 26.5%, and the proportion of UG international students has decreased to 29%. Regarding the graduate office, a new web page on scholarships and bursaries is coming soon. It appears there are opportunities for change to improve the experience of all stakeholders (students, professors, staff) by further streamlining processes and operations. Talks have already taken place to harmonize and share some activities with the Undergraduate Studies Office.

A question was raised about how to ensure that note taking is done for students who need academic accommodation. The Vice-Dean noted that this would be on a case-by-case basis and suggested to provide incentive in the syllabus to encourage students to provide this help to their fellow students. Another member provided an example from their experience where recording of lecture notes with transcripts could be provided to the students. Another question was related to the status of the admissions scholarships. It was noted by the Vice-Dean that the admission scholarships are closed for this budget until end of May. They are expected to resume after that.

23.03.08 Report of the Vice-Dean EDI and Governance

The Vice-Dean circulated a report.

The Vice-Dean reported on the mandate and activities of the EDI Task Force (TF) and noted that the TF's mandate ended in June of this year and members of the TF met with the Dean and presented their recommendations, especially for the first year of the VD EDI mandate. The first initiative by the Vice Dean EDI was to help organize an information session on October 4th in collaboration with the OVPRI, the Vice Dean Research and her team, focusing specifically on the elements of EDI and knowledge mobilization related to NSERC Discovery Grant (DG) applications. It was noted that more seminars and other initiatives related to proposal reviews will be organized and distributed more widely across the faculty.

23.03.08 Other Business

There was no other business.

The meeting ended at 14:45.

Ghasan Doudak

Vice-Dean (EDI and Governance)