



Université d'Ottawa  
Faculté de génie  
Cabinet du doyen

University of Ottawa  
Faculty of Engineering  
Dean's Office

## Faculty of Engineering Faculty Council Meeting 2012-04

### Minutes of the meeting held

Thursday, Oct 16, 2012

10:30 a.m. in Room CBY A-707

**Present:** *Officers of the Faculty:* C. Laguë (Dean), I. Nistor (Vice Dean Graduate Studies), M. Turcotte (Vice Dean Undergraduate Studies), J. Zhang (Vice Dean International Affairs), T. Lethbridge (Secretary), S. Vanapalli (Chair CVG), B. Jodoin (Chair MCG), E. Petriu (Director, EECS), S. Gandolfini (Chief Administrative Officer, non-voting), K. Bournes (Alumni Relations Officer, non-voting), V. Samson (Manager of Marketing and Communications, non-voting).

*Professors:* E. Baranova, H. Aoude, M. Fall, B. Martin-Perez, C. Rennie, H. Anis, P. Galko, T. Tran, B. Dhillon, F. Robitaille, D. Spinello, B. Kruczek, H. Mouftah.

*Students:* Hassan Shaban (MCG graduate), Hanna Farah (EECS-ELG graduate), Lacy Caron (MCG), Doungous Egrey Mahamat (EECS), Jeffrey Arcand (EECS), Antoine Grondin (EECS).

**Excused:** *Officers of the Faculty:* H. Tezel (VD Research), D. Taylor (CHG), H. Viktor (EECS-CSI)

*Professors:* M. Dubé, K. Kirkwood, K. Hinzer, J. Lang, M. Fenech, N. Nganbe, D. Inkpen.

*Students:* Dominic Pjontek (CHG)

**Absent:** *Officers of the Faculty:* none.

*Professors:* M. Mohareb, C. Adams, J. Zhao.

*Students:* Ghassan Saket (CVG), Sara Rahme (CVG), Moustapha Aboo al Maga (EECS).

### 12.04.01 Approval of the agenda

The agenda was approved.

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#### **12.04.02 Minutes of the last meeting**

The minutes of the last meeting had been approved by email. Extraneous underlining of people's names has no significance.

#### **12.04.03 Matters arising from the minutes**

At Spring Convocation, an honorary degree was awarded to alumnus Michel Brulé.

The co-op hiring season was very successful.

NSERC strategic grants were awarded to Drs. Hall and El -Saddik.

#### **12.04.04 Election of a member of the University Senate**

**On a motion duly moved and seconded, it was resolved to reappoint Dr. Dhillon as one of the Faculty's representatives on the Senate.** His term will be for three years.

#### **12.04.05 Report of the Dean**

##### **5.1 Enrollment**

Enrollment peaked in 2003-04. At that time we had just under 3300 full-time equivalent (FTE) students (graduate and undergraduate combined). From 2003-04 to 2008-09 there was a 35% decline to 2100 FTE students. This had substantial financial impact. We went from having a \$2M surplus in 2005 to a \$4M accumulated deficit as of April 30, 2012. Emphasis was placed on reversing the decline. Since 2007-2008 we have been successful in having at least a 10% year-over-year increase in entering undergraduate students intake each year. In 2010-11 we had 2700 FTE students, and in 2012-13 we estimate the final number should be 3200. This puts us back where we were in 2003-04, our all-time high.

The 3200 FTE students include 2600 (headcount) at the undergraduate level and 1100 at the graduate level; it represents a 3-year increase of 32%. Our graduate enrollment has also increased by 43% in the same period of time, 400 in non-thesis programs, 400 in thesis-based Masters programs, and 300 PhD students.

The above is putting increased pressure on our resources. Our operating budget on a per-student basis is falling further below comparable budgets at other institutions. We are also falling behind in other indicators. We can likely raise our admission averages to become more selective; this has also been identified as a priority by the university. Space is becoming more and more an issue. The number of graduate courses is increasing, as is enrollment in graduate courses. There is still a question mark financially about how much funding we will receive in the future. In particular, it is not clear what the implication of the previous day's news from the Provincial Government will be.

There was discussion of the above: Last year there was a small deficit in the Faculty, but this year we expect a surplus. It was pointed out that it is unfortunate that we are only in surplus when we are at our highest enrollment ever. We are not generating as much revenue per student as other faculties and schools of Engineering in Ontario. I. Nistor suggests increasing the admission criteria for M.Eng. students. This will limit the M.Eng. enrollment and ensure

we have better students. The Dean suggested that, given our resources, an enrollment of 3000 could be an ideal number, but this would not be financially sustainable. There is still some disparity in capacity among departments; we will be more aggressive regarding increasing minimum admission criteria for the departments operating at or above capacity.

## **5.2 Information items**

*Entrepreneurship and innovation:* The entrepreneurship and innovation competition structure has changed. It now has two phases. We have attracted a new donation from Michel Brulé (\$15000 for 5 years) for the first phase (Entrepreneurship Concepts). The second phase will be held from March to September and will be called 'Launching Entrepreneurs'. The previously-committed \$45000 will be available for this phase. The goal in the second phase is to have at least one very serious student business project emerge from the Faculty each year.

Hanan Anis has been appointed as the new Coordinator for Entrepreneurship and Innovation. She is offering a new course in technology entrepreneurship that she is giving the first time this fall.

This year the Entrepreneurship Bridges lecture series has been expanded to six lectures in partnership with the Telfer School of Management.

A ten-year vision document has been approved by the Entrepreneurship and Innovation Advisory Board. The CEO of Invest Ottawa, Bruce Lazenby, and two alumni have joined the Advisory Board. There is also a new university-wide steering committee on Entrepreneurship; the Dean will be attending its first meeting this afternoon.

*Fall convocation:* Convocation will be Oct 28<sup>th</sup>. The Dean expects a good representation from faculty members.

*Excellence ceremonies:* Two ceremonies will be held: For undergraduate students, the ceremony will be on Nov 15<sup>th</sup>. For graduate students it will be December 3<sup>rd</sup>. The Dean hopes that many professors will attend these two important events.

## **12.04.06 Report of the Vice-Dean (Undergraduate Studies)**

### **6.1 Enrollment**

The Vice-Dean circulated enrollment and registration statistics.

We have a 22% increase in entering students this year. The increase for international students is 24%. Currently we have 114 regular international students. We also have 125 international students registered through the CALDO program and the Chinese 3+2 program. Growth for EECS programs has been 40%. For non-EECS programs, growth has been 14%.

The female student population has increased by 36%. CHG has seen an increase of 106%. ELG and SEG have also seen significant increases. Among applicants who placed our Faculty as their first choice, there has been 44% increase in female applicants.

The number of Francophone students has decreased 10%. Six programs have seen a decrease, in particular CHG with only 8% Francophones.

We have 902 first-year students, more than ever before. If we were to have the same number of students next year, and the retention rate remained the same, we would have 2800 undergraduate students next year. If we assume retention might be weaker than normal, a lower bound on undergraduate students next year might be 2400, if retention is better than in the past, enrollment might be as high as 3200.

The large increase has been challenging to handle at the undergraduate office. For example, there were two sections of GNG1106, each with 200 students.

## **6.2 CALDO**

CALDO is a program involving the University of Alberta, Laval University, Dalhousie University and the University of Ottawa. One of its successes has been establishing a program whereby the Brazilian government fully funds students to study at member universities. We have received 56 students from CALDO, and the program is developing very rapidly. There was a reception on Oct 20th, attended by the Brazilian ambassador.

CALDO students are required to do a research internship; information on this is coming very slowly. The internship will be 2-4 months, and at the end the professor would normally write a letter attesting that the student has worked in his or her lab.

## **6.3 China 3+2 program**

Students are selected from top institutions in China, mostly completing their final year of studies here, following up with an M.Eng. This year there are 77 students; 30 had issues obtaining their visa. Some arrived as late as Oct 9th or 10th. We have met with over 20 professors to ensure these students are accommodated; this will include a catch-up program. Professors stepped up to the challenge and provided very creative solutions. There was, however, a glitch and 7 professors were not originally contacted, so some work is continuing to accommodate late-arriving students.

In discussion of the above, it was suggested that some of the Chinese students appear to be feeling 'lost' and perhaps may have issues with English. The Vice-Dean indicated that he had met with many students, and for the most part their English was acceptable. English testing had been done via personal interviews and the University of Ottawa Cantest program. It was suggested that the English ability of many of the students is likely to improve rapidly and that unfamiliarity with various English accents might be partly to blame.

Brian Frank from Queen's University, will be presenting a workshop on the assessment of graduate attributes accreditation criteria on Monday October 22 2012, 9:30-11:00 am in STE A 0-150.

## **12.04.07 Report of the Vice-Dean (Graduate Studies)**

### **7.1 Scholarships:**

NSERC Scholarships. The deadline was Oct 5th. There were 48 applications for the entire Faculty. A new selection system based on independent evaluation conducted by each Graduate Program Committee was implemented last year and will be continued this year as well. Each graduate program ranks the students. Several Vanier applications are also being sent forward.

OGS: the deadline for OGS scholarships will be November 15th. There are some changes this year: OGS is no longer transferrable among universities. Students who are unsure where they intend to study will have to submit a separate application for each university; each University gets a quota that they fill. There are 278 Canadian and 8 International OGS scholarships allocated to UOttawa this year.

The application procedure has not changed in principle. However, Masters recipients can receive their scholarship now for up to 2 years, and doctoral students for up to 4 years (reapplication each year may not be required). Each Faculty will have an allocated number of scholarships from the university's total allocation; the exact numbers are to be determined. The Province will no longer be deciding who gets the awards; the university will. Processing and final decisions will be made some time in December/January.

We have 4 more International scholarships to be allocated; 1 Anglophone and 3 Francophone.

The Vice Dean has been making presentations on scholarships to all 4<sup>th</sup> year students in all Engineering programs.

## **7.2 Information items**

Two orientation sessions for graduate students were held in the beginning of the semester

A new document entitled 'Preparing a Thesis or a Research Paper at the University of Ottawa' has been produced and will be made available shortly to students.

There was a welcome party for new graduate students on September 10

The Vice-Dean's office is working on a Graduate Handbook for the Faculty of Engineering which will be available in November

The Vice-Dean re-iterated the Dean's point about the Ceremony of Excellence which will be held on December 3 as a breakfast event.

To date three students have been admitted into the PhD program through the CALDO program. The Graduate Office and the Graduate Programs have only five days to make each such decision.

Iraq started sending PhD students; there will be files circulating for these applications.

The Vice-Dean circulated enrollment statistics. We have the second-largest number of applicants in the university and the largest numbers offers of admission. All applicants were given their reply by April this year. Registrations are up 52%. Of particular note, Electrical Engineering jumped from 60 to 144 registrations. There are an average of seven research graduate students (i.e. not including M.Eng. students) per professor.

## **12.04.08 Report of the Vice-Dean (International Affairs)**

The Vice-Dean circulated statistics regarding the 3+2 students. EECS is hosting more than half of the students. There are now almost 100.

The delays in visas were caused by changes in policy at the Canadian Embassy in Beijing. Processing time went from 10 days to 60 days. The Faculty is therefore changing its admission deadlines to enable earlier admission. We are also going to balance admissions from the source universities, so if any university has a problem such as arranging for visas, this will cause less of an effect overall. The collaborating universities were very appreciative of the fact that we are giving catch-up lectures for students who received their visas late.

The 3+2 program has been appreciated elsewhere in the university, and will be expanded to other faculties.

An advantage of the 3+2 program is that it helps fill 4th year courses, where enrollment tends to be lower. Also, 3+2 students will have a degree from here, so we will have an important group of Chinese alumni after two years. We are working to expand this program to other countries.

We might slow down enrollment of international students due to being near capacity. We will survey students to fine-tune recruiting methods.

#### **12.04.09 Accommodation of students involved in extracurricular educational activities**

**On a motion duly moved and seconded, it was resolved that Faculty Council encourages the involvement of students in extracurricular activities relevant to their education and professional development. Faculty Council therefore encourages faculty members to accommodate students who request accommodation in order to attend such activities.**

In discussion of the motion, E. Petriu asked about the impact on accreditation; the Dean indicated that other Faculties of Engineering have similar policies. The original motion had a detailed list of possible accommodations; P. Galko argued against the inclusion of these; he also indicated that there are a variety of reasons for missing classes, and professors already accept that student may miss a certain number of classes. It was pointed out that the collective agreement ensures the professor is 'master of his or her own course'. There was discussion about whether this motion is approaching a real problem or a hypothetical problem. A. Grondin indicated that there was evidence gathered on a Facebook group that some professors had not supported giving students such accommodation. There was concern that the original wording of the motion appeared to create regulations on the manner of the accommodation of students, so on a friendly amendment the motion was simplified to appear as above.

#### **12.04.10 Other business**

Next Faculty Council was to have been Dec 13; it has to be made earlier due to the need to approve motions in time for discussion at the Council on Undergraduate Studies. The meeting will be Nov 28<sup>th</sup>, 1 p.m.

The meeting was adjourned at 12:25.



Timothy C. Lethbridge  
Secretary