



CHE Meet & Eat Report

February 8th, 2018

The Graduate Office is pleased to report the “action items” chosen, based on feedback given from students at the “Meet & Eat”. We are very pleased with the attendance and participation, so kudos to all students who made it out! Also, special thanks to the roundtable hosts (listed at end of report) for helping administer the event. Overall, the feedback was substantial and profound. In the days succeeding the event, the roundtable group leaders met, and determined action items based on the feedback given. Some of these items are being actioned already, however others will need to take place over the summer, when the Department is less busy. We have decided to pursue the following:

Department Research Day

Based on feedback, the Graduate Office believes it’s worthwhile to explore the possibility of creating a graduate research day. Students suggested the possibility of doing a presentation of their research, in place of one of their reading committee requirements. The Graduate Office will bring forth a proposal to the Graduate Studies Committee for review.

Purchasing & Building Services

Students believe the Purchasing and Building Services Manager should have an assistant, especially at critical times when the office has many projects happening at once. Students believe it’s essential to have someone in the purchasing office at all times throughout business hours. The Graduate Coordinator (with the support of student leaders) will meet with the Chair to discuss.

Departmental Health & Wellness Contact

Students would like one staff member properly trained in all health & wellness resources available on campus so they can direct students properly. Students would like one person within the department to reach out to if they’re experiencing problems. The Graduate Administrator (located in WB216) has agreed to be the point of contact. The Graduate Office will also post this online, to make it clear to students.

Website Improvement

The grad section of the website is confusing and difficult to navigate, especially for new students. This causes students to miss key information. The Graduate Administrator has met with a few students to further understand the concerns, and get ideas for improvement. The Graduate Office will make immediate changes to help improve the



navigability, based on student feedback. We will then look to implement more comprehensive improvements over the summer.

Staff Duties

Students would like to know what each staff member does, in relation to their studies. Students want the department website to include administrative staff duties as they relate to students (funding, payroll, safety contact, etc.). The Graduate Office will update the website to include this information.

Publication Issues

Students would like more incentives or a metric introduced to encourage faculty members to review their student's papers. In response, the department confirms this exists already. The Graduate Coordinator recommends students get papers to their supervisor before the semester starts. Speaking from experience, faculty members are typically really busy during the semester, fulfilling teaching requirements.

Final Oral Examinations

Students would like communication regarding FOEs more clearly, and ideally posted online. The Graduate Office completely agrees and will include this in our website revamp project.

Welcome Pamphlet

Speaking from experience, current students believe new students could use more information at the beginning of their program. New admits are often left in the dark in terms of administrative procedures, etc. The Graduate Office will prepare a pamphlet to give to students at orientation.

Dates & Deadlines

Students want this posted clearly online. The Graduate Office will send out important dates & deadlines each semester, and include them in the welcome pamphlet (mentioned above) and the website.

Networking Event

Students expressed interest in networking events. As a result, CEGSA leadership will create a networking event, potentially paired with alumni events.



Professional Development

Upon discussing with students, it's become evident that some students are unaware of most professional development opportunities within the department and university, or are skeptical over their relevance. CHE will include a section on professional development & soft skills to the annual program orientation.

Bike Parking

Students would like covered bike parking near WB. The Graduate Coordinator will discuss this with the Chair.

Temporary Parking

Students would like temporary parking made available, so they don't need to risk getting a ticket when dropping this off. However, the Department already offers this. CHE students, faculty and staff can request temporary parking passes from Rodney Gensell (WB217).

CHE Course Streams

The Graduate Coordinator has proposed organizing our courses into 3-4 set "streams" of study. Students were very receptive of this idea. Students would appreciate an Energy/Oil & Gas stream. Students also want process control courses, which would fit well into our proposed Data Mining stream.

Teaching-Related Issues

Students raised issues regarding a few CHE courses. We don't want to publish the specific courses or the issues, however the Graduate Coordinator has brought the issues to the attention of the course instructors. In general, the instructors were open to change.

APS1029 – Emotional Intelligence/Leadership

Students believe we should offer a similar course in-house. Due to various constraints, we cannot offer a similar course, however we can include the importance of Emotional Intelligence in our orientation.

Fundamentals of Chemical Engineering

Students would like this course offered in the fall, so they could take it as one of their first courses in the program. The Graduate Coordinator will speak with the instructor about moving the course to the fall semester.



Interdisciplinary Courses

Students would like more interdisciplinary courses, similar to JCR1000. The Graduate Office will relay this message to the APSC Faculty. We will also consider creating more MEng interdisciplinary courses, where possible.

MEng Mentorship

Students would like to expand MEng advising, perhaps to the point where they have a staff member responsible solely for MEng administration and advising. The Graduate Coordinator is currently looking into possibilities of expanding this.

Internship for Credit

Students would like to receive credit for internships they take throughout their MEng program. The Graduate Office will look into options within the Career Centre. We will also look into how/if we could administrate this at the departmental level.

Course Scheduling

Students would like the course schedule finalized earlier. The Graduate Office recognizes the importance of this and will aim to release the 2018-19 schedule for August 1st.

Syllabus Repository

Students would like to access syllabi before taking a course. The Graduate Office will look into available options, as we recognize the importance of this. However, syllabi are academic property, so we cannot post online.

Meet & Eat “Hosts”

Radhakrishnan Mahadevan – *Associate Chair and Grad Coordinator*

Brandon Wells – *Graduate Administrator*

Joan Chen – *Graduate Assistant*

Jennifer Hsu – *Manager, External Relations*

Samantha Cheung – *CEGSA President*

Esmeralda Bukuroshi – *CEGSA VP, Student Affairs*

Peter Murphy – *CEGSA Director of Professional Development*