

# Orientation Session for New Graduate Students

## Department of Civil Engineering and Applied Mechanics

Fall semester 2020



McGill

# Outline

- Welcome by Chair - Prof. Mohamed Meguid
  - Graduate Program Director Presentation
  - Other Services/Associations
    - CEGSS President: Mr. Alejandro Pérez Villaseñor
    - Graduate Engineering Equity Committee (GEEC):  
<https://equityeng.wixsite.com/geec>
    - The McGill Writing Centre: <https://www.mcgill.ca/mwc/>
    - Liaison Librarian – Ms. Tara Mawhinney (a special info session is being arranged)
- ➔ Special info session on graduate student funding by GPS

# Welcome to McGill

- Special and important time in your life
- You have a key role at McGill – an essential element of a research intensive university
- McGill and Montreal offer you a variety of fantastic opportunities for education and personal development - Take advantage of them!

# Presentation of staff

- 21 professors (+2 post-retirement)
- 4 administrative support staff
- 6 technical support staff (1 Academic Associate)

# Enrolment Statistics (Fall 2020)

Area	Number of professors	Ph.D.	M.Eng. Thesis	M.Eng. Non thesis	Total
Environmental	6	16	12	5	33
Hydraulic & water resources	3	7	3	0	10
Geomechanics & geotechnical	2	5	2	0	7
Structural & Construction materials	8	14	7	8	29
Transportation	2	15	11	1	27
<b>TOTAL</b>	<b>21</b>	<b>57</b>	<b>35</b>	<b>14</b>	<b>106</b>



# People who can help you find information

## Graduate Program Coordinator - GPC

Ms. Sun Chee Wong – [Gradinfo.civil@mcgill.ca](mailto:Gradinfo.civil@mcgill.ca)

- Make sure to use this email address – not her personal address
- Be on the ball – check information first on <https://www.mcgill.ca/civil/grad>
- Pay attention to Gradinfo email messages

# Doctor of Philosophy Ph.D. degree requirements

- **Thesis** A thesis for the doctoral degree must constitute original scholarship and must be a distinct contribution to knowledge

- **Required Courses**

CIVE 701 Ph.D. Comprehensive Examination

CIVE 702 Ph.D. Research Proposal

- **Complementary Courses**

6-8 credits at the 500 or 600 level taken from the Department of Civil Engineering.

# M.Eng. Thesis degree requirements

## Thesis Courses 27 credits

CIVE 630 Thesis Research 1 (3 credits)

CIVE 631 Thesis Research 2 (3 credits)

CIVE 632 Thesis Research 3 (3 credits)

CIVE 633 Thesis Research 4 (6 credits)

CIVE 634 Thesis Research 5 (6 credits)

CIVE 635 Thesis Research 6 (6 credits)

## Required Course

**1 credit**

CIVE 662 Master's (Thesis) Research Seminar (1 credit)



# M.Eng. Thesis degree requirements (cont'd)

## Complementary Courses (17 credits)

- A minimum of five courses at the 500 or 600 level, with at least 8 credits at the 600 level.
- A maximum of 1/3 of coursework credits may be taken outside McGill (approval required from the Department)
- Transfer to Non-thesis option possible (approval required from the Department)
- Minimum residency of 3 terms full-time
- Usual completion time is 20-24 months

# M.Eng. Non-thesis degree requirements

- A minimum of 15 credits selected from a list of research oriented courses
- A maximum of 30 credits with emphasis on expertise (specialty area) for professional practice
- Research Seminar (3 credits)

## CIVE 664 MEng (Non-thesis) Research Seminar (3 credits)

- List A: Research Courses

12-42 credits from one of the research streams: 1) Infrastructure, 2) Environmental/Hydraulics-Water Resources, and 3) Transportation.

- List B: Other Complementary Courses from the Department  
0-30 credits

# M.Eng. Non-thesis degree requirements (cont'd)

- A maximum of 1/3 of coursework credits may be taken outside McGill (approval required from the Department)

- **Project Courses 0 or 5-10 credits**

CIVE 691 Research Project 1 (1 credit)

CIVE 692 Research Project 2 (2 credits)

CIVE 693 Research Project 3 (3 credits)

CIVE 694 Research Project 4 (4 credits)

CIVE 695 Research Project 5 (5 credits)

CIVE 696 Research Project 6 (6 credits)

CIVE 697 Research Project 7 (7 credits)

# M.Eng. Non-thesis degree requirements

- Project report examined in the department only
- Transfer to thesis option possible (approval required from the Department)
- Minimum residency of 3 terms full-time
- Usual completion time 20-24 months if full-time
- Non-Thesis Master's students should not expect to receive any funding from the Department or supervisor
- Graduate courses from other McGill Engineering Departments are also allowed as complementary courses

# Other programs

- Master of Engineering (MEng) Non - thesis Option in Environmental Engineering
- Master of Science (MSc)

# People who may help with information and advice (cont'd)

- Graduate Program Director - GPD  
Prof. Ghyslaine McClure  
[ghyslaine.mcclure@mcgill.ca](mailto:ghyslaine.mcclure@mcgill.ca)
- Your research supervisor
- Your colleagues

# Where to go for further assistance?

## Your Graduate Program Officer (Sun Chee) is your first stop

The daily administration of graduate studies and advice

## Service Point

Ground floor of the McLennan Library Building

<https://www.mcgill.ca/servicepoint/>

## Graduate and Postdoctoral Studies - Dean's Office

- Associate Dean responsible for Engineering is **Prof. Russell Steele** ([russell.steele@mcgill.ca](mailto:russell.steele@mcgill.ca))
- Academic and administrative responsibility for graduate and postdoc programs
- Mostly deals with GPD and GPC (not directly with students, some exceptions)

# Our Shared Responsibilities

## ■ McGill's

Provide the **framework** for you to get through your program in a timely fashion

Provide mechanisms to **support** you

Provide you with **opportunities** to develop your professional skills

<http://www.mcgill.ca/skillsets/>

Provide you with a safe work environment

## ■ Yours

Your own **academic integrity**

Be informed of the rules and regulations pertaining to your degree program.  
**See the roadmap to your degree on**  
<http://www.mcgill.ca/civil/grad>

Maintain your **Minerva registration status in good standing until your degree is granted.**

Use your **McGill email address in all correspondence** and cc [Gradinfo.civil@mcgill.ca](mailto:Gradinfo.civil@mcgill.ca)  
**Do not use Sun Chee's personal e-mail address.**

Talk to your **supervisor** about expectations and parameters of:

Your work environment

Meeting frequency

Intellectual property

Travelling to conferences

Authorship

Funding (RA-TAships) – **normal funding commitments made on a yearly basis**



# Academic Integrity

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<https://mcgill.ca/students/srr/honest>

Mandatory on-line tutorial for new students

<https://mcgill.ca/students/srr/honest/students/test>

# Conflict resolution

- Supervisor
  - (co-supervisor)
- Graduate Program Director
  - (Graduate Program Coordinator)
- Department Chair
- Associate Deans, GPS
- Dean GPS

## Other services

- Ombudsperson for Students
- University Harassment Assessors
- Services for Students
- Dean of Students

Stay informed and deal with problems early...

*Don't let them fester!*

# Program Milestones

- Following your roadmap and regular progress tracking are key to timely and successful completion.

<https://www.mcgill.ca/civil/grad/roadmap-your-degree>

- Normal thesis submission timelines:  
M.Eng. ideally 1.5-2yrs, maximum 3 yrs  
Ph.D. Ideally 3-4 yrs, maximum 6 yrs

<https://www.mcgill.ca/students/courses/calendars/current>

# Progress Tracking

- Progress tracking is very important for the thesis student and it is attached as a milestone to your **myProgress** tracking <https://www.mcgill.ca/gps/myprogress>
- The dates to submit your Progress tracking forms (available at <https://www.mcgill.ca/gps/students/research-tracking>) are:
  - First one (research objectives and plan) will be the end of the first term
  - The yearly ones (progress and plan for upcoming year) have the same term deadline

**Check sequence of important steps and timelines:**

<https://www.mcgill.ca/civil/grad/roadmap-your-degree>

# Tried and True Advice: Avoid Isolation

Become involved

Seek help

Widen your horizons

Explore the city and the province

Meet people (not just on Zoom – follow  
Public Health recommendations)

# Getting started

- Orientation
- Meeting with your supervisor(s)
- Course selection for Fall 2020
- Opening a LAN computer account and other local computing services ([bill.cook@mcgill.ca](mailto:bill.cook@mcgill.ca); [jorge.sayat@mcgill.ca](mailto:jorge.sayat@mcgill.ca))

# Other departmental committees

- Graduate Studies Affairs
- Graduate Admissions and Scholarships
- Student-Staff
- Safety
- Assignment of TAships
- Coordinator Environmental M.Eng.

# *Safety Training (Prof. Mary Kang)*

- WHMIS
- Specialized Training
- Equipment / Process Training
- After Hours Work
- Visitors



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# ***WHMIS***

## ***Workplace Hazardous Materials Information System***

Required for working in CE laboratories!!

Environmental Health and Safety

<http://www.mcgill.ca/ehs/>

# *Specialized Training*

- First Aid
- Laser Safety
- Biosafety
- Hazardous Waste Management & Disposal
- Radiation Safety
- Supervisor / Lab Manager
- Necessary to fill out forms for special equipment/hazardous material handling training, after hours work, or having visitors working in the lab

# *Campus Emergencies*

For serious emergencies call 911 immediately.

Then inform campus security services at:

514-398-3000  
(Downtown)

514-398-7777  
(Macdonald)

<https://www.mcgill.ca/civil/grad>

- Practical Guidelines and Departmental Procedures:
  - Requesting a leave of absence
  - Changing research supervisor
  - Preparing your M.Eng. Project report
  - Fast-tracking from your master's thesis degree to the Ph.D. degree (for exceptional students only)
  - Etc.

We hope that you will enjoy your graduate studies at McGill and we encourage you to participate in the social and academic life of the Department.

Good luck!

# CEGSS 2020-21 President

- Civil Engineering Graduate Student Society
- Alejandro Pérez Villaseñor



# GEEC

Graduate Engineering Equity Committee

<https://equityeng.wixsite.com/geec>  
[equity.geec@gmail.com](mailto:equity.geec@gmail.com)



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# It takes all of us (to prevent sexual violence)

- <https://mcgill.ca/sv-education/program-overview>
- Completion of online training is **mandatory for all** at McGill



# The McGill Writing Centre

McLennan-Redpath Library

Room #02

<http://www.mcgill.ca/mwc>

(514) 398-7109

Inquiries: [mwc@mcgill.ca](mailto:mwc@mcgill.ca)

New online course on scientific writing (for a fee) –  
registration by mid February 2020:

<https://www.mcgill.ca/mwc/online-course>

Tutorial service (no fee): <https://mcgill.ca/mwc/tutorial-service>

# Library Resources

**Ms. Tara Mawhinney**

Liaison Librarian for Civil Engineering  
Schulich Library of Science and  
Engineering

McGill University

514 398-4764

[tara.mawhinney@mcgill.ca](mailto:tara.mawhinney@mcgill.ca)

<http://www.mcgill.ca/library>

**Thank you!**