

Orientation Session for New Graduate Students

Department of Civil Engineering

Winter Semester 2024



McGill

Outline

- Welcome by Chair, Professor Mohamed Meguid
- Liaison Librarian: Tara Mawhinney
- E-IDEA: Dr Nia Fernandez
- Graduate Program Director Presentation
- CEGSS



GEEC

Graduate Engineering Equity Committee

<https://equityeng.wixsite.com/geec>
equity.geec@gmail.com



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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
- 4 administrative support staff
- 6 technical support staff (1 Academic Associate)

Mrs. Mylissa Falkner

- Expense reports
- TA forms
- Funding
- Desk assignment

People who can help you find information

Graduate Program Coordinator - GPC

Ms. Sun Chee Wong – 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.

(must be completed before CIVE 701)

M.Sc 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.Sc 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) (3 out of 5)
- 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 12 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 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

Professor Subhasis Goshal

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

- Graduate Program Director - GPD
Professor Luc Chouinard
luc.chouinard@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)
- 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

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



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Academic Integrity

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

Mandatory on-line tutorial for new students

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

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



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
- Opening a LAN computer account and other local computing services (bill.cook@mcgill.ca; jorge.sayat@mcgill.ca)



Other departmental committees

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



Safety Training (Prof. Mary Kang)

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



WHMIS

Workplace Hazardous Materials Information System

Required for working in CE laboratories!!

Environmental Health and Safety

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



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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!



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The McGill Writing Centre

McLennan-Redpath Library

Room #02

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

(514) 398-7109

Inquiries: 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](https://mcgill.ca/mwc/tutorial-service)



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MENTAL HEALTH

RESOURCES AT MCGILL

Your mental health matters. If you or a friend need support, there are options for you!

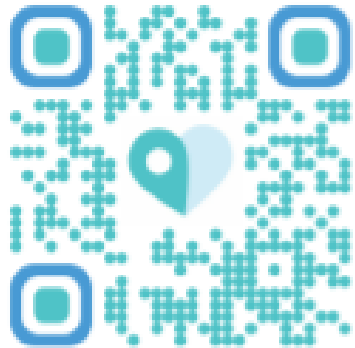
YOU CAN TRY:



Peer Support



Peer supporters are trained to listen to your concerns, confidentially.



Options include:

Hub Peer Supporters
Peer Support Centre
Nightline
SACOMSS (Sexual Assault)
Safely Connected McGill



Confide in Our
Hub Peer Supporters!



The Student Wellness Hub



Students can meet with a professional or access health promotion at the Hub for support:



Access Advisors provide single-session counselling, help you navigate the services offered by the Student Wellness Hub, explore other on-campus resources, and access off-campus support.



Counsellors & Local Wellness Advisors (LWAs) are mental health professionals who can help you reach your mental health and wellness goals, or help you connect with a resource in the community.

Health Promotion Resources: Explore the Hub's variety of wellness programming like Animal Therapy, Art Hive, workshops and therapy groups, on-demand videos and more!



keep.meSAFE

Free, unlimited, 24/7 access to mental health support for ALL McGill students



Keep.meSAFE is a mental health counselling service, offered to students in partnership with SSMU and PGSS.



The service provides 24/7/365 access to licensed counsellors through phone and mobile chat in 60+ languages, with diverse counsellors who understand your experience and the unique needs of your community (including 2S&LGBTQ+, BI&POC, immigrant communities, international students, individuals with disabilities, veterans, and more).

To access this service, download the MySSP app or call 1.844.451.9700

Reach out to your Local Wellness Advisor for further resources offered by your faculty and community



Your Mental Health is a Priority!



Student Services
Services aux étudiants



Student
Wellness Hub

Pôle bien-être
étudiant



McGill Faculty of
Engineering

Thank you!



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