



**1. INSTRUCTIONS ON COMPLETING THE ANNUAL REPORT OF EXTERNAL CONSULTATION**

**Note: The reporting period is January 1, 2023 to December 31, 2023.**

This form is self-explanatory.

**2. INSTRUCTIONS ON COMPLETING THE GENERAL ACTIVITY REPORT**

The “General Activity Report” should include your activities during the period of **January 1, 2023 to December 31, 2023.**

**Part I General Information**



- Faculty of Engineering, Academic Committee, Member, 40 hours. Activities include approving changes to courses and programs as well as new course proposals in the Faculty, and discussing new initiatives and minor programs.
- Department of Civil Engineering & Applied Mechanics, Undergraduate Program Coordinator, 85 hours. Activities include managing changes to the undergraduate program including course revisions, course proposals, and program revisions. Of specific note is the introduction of a new stream of technical complementary courses in environmental engineering.
- McGill University Senate, Elected member, 44 hours. Activities include attending senate meetings, discussing issues with academic and non-academic staff, as well as students, and providing reports to Faculty council.

#### *Activities in Professional Organizations*

- Canadian Association Water Quality, Vice-President (Eastern Region), 25 hours. Responsible for planning activities and budget for the association.
- Canadian Society for Chemical Engineering, Head (Biotechnology Section), 36 hours. Duties include organizing technical workshops, sponsoring research related meetings, and initiating a new academic- industry forum.

#### *Other Activities*

- City of Montreal - Public hearings on Transportation Alternatives for Montreal, Panel member, 5 hours. Based on the public hearings, two specific recommendations regarding the use of trams and improving the Bixi system were discussed. These will be forwarded to the Executive Committee of the City of Montreal for consideration.
- Ontario Ministry of Environment & Energy – Certificate of Authorization Tribunal, Expert Witness, 20 hours. Provided expert opinion in the consideration of a new procedure related to emissions control.
- Architecture and Health Exhibit, McCord Museum, Exhibit Curator, 40 hours. Organized and ran the two- week long exhibit that attracted more than 2,000 visitors.
- ASM Equity and Inclusion Night, Montreal Chapter, Organizer, 30 hours. Created and organized an ASM event centered on equity and inclusion in engineering, 60 attendees.

## **Part IV Research Activities**

### **DO NOT PUT IN \$ SIGNS; THE SYSTEM WILL DO THIS AUTOMATICALLY.**

- **Grants Held** Provide details of grants that supported your work in the reporting period of January 1 – December 31. Specify the total amount (i.e., the total value of the grant for the entire funding period), funding period (which must cover in whole or in part the reporting year), and percentage of funding directly applicable to your research.

Include the following information in the “Description”:

Granting organization, Grant type - e.g., Discovery Grant, Strategic Projects, Collaborat



**Example:**

| <b>GRANT APPLICATIONS SUBMITTED</b>  | <b>Period and Amount (\$)</b> |                           |                         |  |
|--|-------------------------------|---------------------------|-------------------------|--|
| Description  | Start date<br>(month, year)   | End date<br>(month, year) | Total value of<br>grant | % of funding<br>directly<br>applicable to<br>your research |
| NSERC, Strategic Grant, Production of biopolymers from waste materials. P. Jones (principal), J. Smith, and H. Chen (Ecole Polytechnique). | Apr 2010                      | Mar 2013                  | 475,000                 | 35   |

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- Non-refereed contributions. These may include:
  - papers or letters;
  - papers in conference proceedings;
  - review articles;
  - specialized publications, technical reports, internal reports, discussions, abstracts, symposium records;
  - monographs, books or book chapters;
  - conference presentations;
- All other publications, including those from research that you supervised (e.g., theses) and government publications.
- Contributions to industrially relevant research and technology include: