

**Minutes of a Meeting
of the
Carleton University Senate
Held on Friday, 3 December 1999
at 2:00 p.m.
in the Senate Room, Robertson Hall**

R.J. Van Loon presiding

Attendance

F. Abele, G.S. Adam, S. Al-Haddad, C. Anders, K.S. Andonian, J.W. ApSimon, J.C. Armitage, J. Belfontaine, R.C. Blockley, J.A. Brook, B. Burns, M. Caspi, C.H. Chan (Clerk), J. DeBardeleben, B.S. Elliott, D. Foreman, A. Freedman, B. Gillingham, M. Glass, S. Godfrey, R.A. Goubran, N. Hanna, A.S. Haydon, R. Jeffreys, S. Jetha, A.M. Khan (Acting Dean, Engineering and Design), F. Khan, E. Kranakis, V. Kumar, G. Larose, L. Librande, S. Lipsett-Rivera, C. Lundy, M. Mac Neil, S. Maguire, M. Makin, R. Marlin, A.M. Maslove, K. Matheson, L.T.R. McDonald, S.A. McFee, S.E. Mills, B.C. Mortimer, G. Mutton, C. Osmond, S. Phillips, J. Ramisch, D. Rosse, H.M. Schwartz, C.L. Tan, P.J.S. Watson.

Regrets

M. Dorland, B. Ford, M. Foss, B. Gianni, D. Gorham, A. Kroeger, S.A. Mahmoud, J. Oommen, P.N. Rowe, D.R. Watt, B. Wozniak.

Absent

P. Attallah, R. Bird, G.R. Carmody, P. Goodfellow, M. Langer, D. Long, M. Nakhla, T.M. Smy.

1. Question Period

Dr. R.J. Van Loon, Chair of Senate, reported being in receipt of several questions from Mr. S. Maguire (Appendix A), on the following matters: the Ontario Special Bursary Program, Bookstore Advisory Committee, equipment renewal for the College of Natural Sciences, status of CCS-supported systems, and the budget framework for 2000-2001.

In response to the question about the Ontario Special Bursary Program, Ms S. Gottheil, Assistant Vice-President (Enrolment Management), stated that this program was established for part-time, low income students who are trying to upgrade their academic skills, and is normally used by C.A.A.T.'s students; part-time University students have access to other forms of loans and bursaries; 146 students received part-time Canada student loans; loan and bursary information is distributed through the School of Continuing Education; advertising through the Bill Ellis Centre for Mature and Part-Time Students will be undertaken.

In response to the question about the Bookstore Advisory Committee, Dr. G.S. Adam, Vice-President (Academic), reported that the Terms of Reference for this Committee had been

approved on 22 September, and that it will report to the Vice-President (Finance and Administration); the Committee is currently being constituted and its membership will include two faculty, one from each of the two Divisions, and two students, one graduate and one undergraduate.

In response to the question about equipment renewal for Natural Sciences, Dean P.J.S. Watson commented that they have gone further than was reported earlier in *The Charlatan*. A Committee has been established, chaired by a member of faculty, with two members from the technical support staff and one person from University Safety. The Committee will look at all laboratories and decide what areas pose immediate dangers and to report back on these; then there will be a longer term survey to determine the replacement of other equipment. Faulty equipment replacement has already been started, with some equipment having been removed and replaced. They have made a fairly systematic survey.

In response to the question on CCS-supported applications, Dr. G.S. Adam read a written response from Mr. D.R. Watt, Vice-President (Finance and Administration) (Appendix B).

In response to the question on the budget framework for 2000-2001, Dr. Adam stated that the budget framework was presented to the Board of Governors on 25 November, so the Senate Financial Review Committee (SFRC) can now obtain copies. He noted that the presentation of the framework was done in the presence of Prof. S.E. Mills, Chair of the SFRC.

In connection with the question on the Bookstore Advisory Committee, Prof. L.T.R. McDonald questioned who this Committee will report to. Dr. Adam stated that it is a Vice-Presidential Advisory Committee. Prof. McDonald then commented that there was no Senate debate over the consequences of closing the Carleton University Press, or the privatization of the Bookstore. He stated that while financial concerns are important, so are other concerns. Dr. Adam responded that the SFRC recommended that the Press be closed, and this was in its report to Senate two years ago. With respect to the Bookstore, he would say that this is an ancillary operation and therefore operates in a way that it has to balance, and therefore the Committee should report to the administrative authority, but information should be, or could be, passed on to Senate. Senate could appropriately comment on what is reported about the Bookstore. He suggested that Senate return to this matter at the next Senate meeting when Mr. D.R. Watt would be available to speak to it.

2. Minutes

It was MOVED (Librande, Maslove)

that Senate approved the Confidential Senate Minutes of 29 October and the Senate Minutes of 29 October 1999.

In connection with the Senate minutes of 29 October, p. 4472, second last paragraph, Prof. S. Godfrey stated that his question should have read, "Since nationally, the millennium chairs are to be allocated according to the amount of research funding from the federal granting agencies, will

the origins of this research funding within the University be taken into account in allocating these chairs?"

With the above-noted correction, THE MOTION WAS CARRIED.

It was MOVED (Watson, Armitage)

that Senate approve the Executive Minutes of 16 November 1999.

The Clerk noted that Prof. M. Langer should be listed in the Attendance. He also noted, in connection with item 2, p. 2490, that the Senate term for Prof. J. Shepherd should begin on "2000" and not "1999".

With the above-noted corrections, THE MOTION WAS CARRIED.

3. Business Arising from the Minutes

In connection with the Senate Minutes of 29 October 1999, p. 4472, fourth paragraph, Prof. V. Kumar commented on a recent meeting with high school principals. He noted that high school students might stay longer in high school in order to access the specialized programs. The President stated that we do not assume that they would all arrive in September 2003, but some might come as early as 2002, adding that there will be dispersion after 2003. When we are doing our planning we have to look at some programs as being essential unexpandable, like Engineering, for example--this is not something we can expand by having more operating funds. There is some sense as to what students are being advised to do; the situation might be a little better in 2004.

In connection with the Senate minutes of 29 October 1999, and the comments about the Terms of Reference of the Senate Financial Review Committee, p. 4472, third paragraph, and p. 4473, first paragraph, Mr. S. McFee quoted the first Term of Reference for the Committee. He asked to what extent does this differ or are the terms of reference to be changed. The President stated that the key elements to this Term are "overall" and "programs". He added that he has had no problem with the Reports of this Committee in the past. His concern is with respect to the Committee taking the role of the Board of Governors which is the management of the University. He then called attention to the Carleton University Act, Section 15. The jurisdiction of the Senate is stated in the Act, under Section 22. By tradition, and by law, the jurisdiction is with the Board. He then read Section 20.2, which states the President's authority. It is quite appropriate for the SFRC to review the finances of the University and their implications, but it is not, in his view, the jurisdiction of the Senate to deal with the details. For this to be the case the Bylaws would have to be changed. Mr. McFee then suggested that the Terms of Reference be changed to reflect this. It was agreed to take this matter to Senate Executive at its next meeting. The President added that he doesn't have a problem with the terms as they are because he is pleased with the role of the SFRC in its four years of operation.

4. Report of the Senate Electoral Officer

4.1 Senate By-election: Faculty of Arts and Social Sciences

See Executive minutes 2490 #2.

4.2 Faculty Secretary, Faculty of Science

The Clerk reported being in receipt of a letter of resignation from Prof. G.R. Carmody as Secretary of the Science Faculty Board, effective immediately.

A by-election will be conducted to fill this position, effective the date of election, and running to 30 June 2003.

5. Report of the Senate Academic Planning Committee re Proposed Program Changes for 2000-2001, Faculty of Graduate Studies and Research

Senate considered this Report, dated 8 November 1999 (Appendix C).

It was MOVED (Adam, Blockley)

that Senate approve the changes to the Master of Management Studies program requirements for the Research Project Program, as outlined in the Report (Appendix C).

CARRIED.

It was MOVED (Adam, Blockley)

that Senate approve the changes to the language admission and program requirements for the M.A. in Central/East European and Russian-Area Studies, as outlined in the Report (Appendix C).

CARRIED.

5. Report of the Senate Curriculum Committee re Curricular and Related Changes for 2000-2001, Faculty of Graduate Studies and Research

Senate considered this Report, dated 16 November 1999 (Appendix D).

It was MOVED (Chan, Blockley)

that Senate approve the major course changes and minor program changes as outlined in the Report (Appendix D).

CARRIED.

7. New University Government Report: Long-term Plan

Senate received, for information and comment, a Report on this matter (Appendix E).

Ms Christa Peters, CUSA NUG Chair, presented this Report to Senate.

Prof. V. Kumar commented on the diversity in student involvement, adding that students belong on all levels of committees dealing with all matters.

Mr. M. Makin asked what the long-term plan was in order to maintain continuity for NUG chairs, whether NUG is constrained at all, and about the relationship between NUG and CUSA. Ms Peters stated that the goal is to find a NUG chair with a mix of talent and good organizational skills. NUG's role is to be where the quality of education is involved. Political, as well as academic issues are important to students.

Prof. J. DeBardleben, speaking as a director of a unit, commented that she felt ignorant on matters pertaining to NUG, and pleaded for some information to all academic Chair/Directors summarizing the issues of the role of NUG representatives in department/schools/units.

The President thanked Ms Peters not only for her presentation, but for her efforts this year as NUG Chair. He then read a letter from Mr. C. Betts, a former graduate student senator, on several matters pertaining to NUG (Appendix F). He noted that many of the issues that Mr. Betts had raised would require either a Bylaw change or a proposal which would have to come from the New University Government Committee. However, on the matter of recognition for student senators, he stated that this matter would be considered by the Senate Executive.

8. Report on the Activities of the Board of Governors

Senate received, for information and comment, this Report (Appendix G).

Prof. R. Jeffreys asked that these Reports be made available in a more timely fashion noting that this Report covers the period ending 27 October. The Clerk explained that the Board's last meeting was only held on Thursday, 25 November, and that the Senate Agenda and relevant documentation had to be circulated one week prior to the meeting, viz., 26 November.

9. Report of Executive Action re Candidates Presented Late for Graduation

The Clerk reported on action taken in this regard (see Executive minutes 2489-90 #1 and Confidential Appendices A and B to those minutes).

10. Report of Executive Action re Post-Graduate Changes to Academic Records

The Clerk reported on action taken in this regard (see Executive minutes 2489-90 #1 and Confidential Appendices A, C and D to those minutes).

11. Academic Schedules for 2000-2001

Senate received, for information and comment, the Graduate (Appendix H) and Undergraduate (Appendix I) Academic Schedules for 2000-2001.

Several senators spoke against the Fall and Fall/Winter classes beginning on a Thursday.

Dr. Adam explained that there is a Committee that considers this matter, and the University is mandated to give a certain number of hours a week of instruction. Ms Gottheil added that she understands what the faculty are saying and is sympathetic, however, there are pedagogical and social reasons for this date which related to recruitment and retention. She noted that Prep Week, Review Week and University Day are all very important, as well as co-ordination with the University of Ottawa for joint programs, and for accreditation purposes. The President added that if we do not meet the provincial required number of days of instruction we would lose provincial grants.

As members were still not satisfied with the responses, the President agreed to make comments at the beginning of the next Senate meeting outlining the rationale for this date.

Ms Foreman asked when the Summer Session Schedule would be available to students. Dean Librande stated that it would be March.

12. OCGS Appraisal Results

The Clerk informed Senate of the following OCGS Appraisal Results (Appendix J): M.A. in Comparative Literary Studies, conditionally approved with a report to be submitted by 30 June 2001; and M.Sc./Ph.D. in Physics, approved to continue, and of good quality.

13. New Graduate and Undergraduate Awards

Senate received, for information and comment, several new Graduate and Undergraduate awards (Appendices K and L, respectively).

14. Other Business

There was none.

The meeting was adjourned at 3:30 p.m.