

**Minutes of a Meeting of the
Carleton University Senate
Held on Wednesday, 30 January 2002 at 2:00 p.m.
in the Senate Room, Robertson Hall**

R.J. Van Loon presiding.

Attendance

G.S. Adam, F. Afagh, J. Blenkinsop, R.C. Blockley, J. Breakspear, J. Bright, C.H. Chan (Clerk), D. Cray, M. D'Angelo, F. Dehne, M. de Leeuw, M. Deline, L. Duxbury, S. Fai, D.P. Forcese, M. Foss, A. Freedman, M. Glass, C.C. Gordon, G. Haider, D. Howe, B. Jarosz, V. Kumar, K.T. Law, L. Librande, D. Long, M. Mac Neil, S.A. Mahmoud, K. Manning, A.M. Maslove, G. McKnight, B. McNally, S.E. Mills, G. Mutton, J. Nordenstrom, L. Pal, J. Patterson, D. Petriu, J. Ramisch, S. Robinson, A. Rounce, J. Scott, R. Thomas, J.K. Torrance, P.J.S. Watson, D.R. Watt, B. Wright.

Regrets

J.C. Armitage, J.A. Brook, B. Ford, L. Frankel, F. Hamdullahpur, E. Keillor, A. Kroeger, E. Lai, S. Phillips, Z. Pick, I. Pringle, A. Ritter, D. Russell, J. Shore, I. Stakenvicius.

Absent

T. Coates, R. Donaldson, J. Kovalio, G. MacIsaac, M. McGinn, M. Nakhla.

1. Professor Natalie Luckjy

The President announced, with deep regret, the sudden passing of Professor Natalie Luckjy, who will be very much missed as a faculty member in the School for Studies in Art and Culture, as well as a member of Senate, the Executive and the Senate Academic Planning Committee.

2. Question Period

1. Teaching Loads for Faculty in the Department of Political Science

In response to a question from Mr. Marco D'Angelo on the above-noted matter Dean A.M. Maslove, Faculty of Public Affairs and Management, made the following comment. There had been discussions with the Department on this matter, and in the interest of keeping the department competitive the plan, to reduce the teaching load from 2.5 to 2 credits per year, was rejected. The President added that across Ontario, there will be some increase in student/faculty ratios as an inevitable result of the provincial funding formula.

2. Tuition for 2002-03

In response to a second question from Mr. D'Angelo on the above-noted matter, the President stated that in the current funding environment, the Administration is not supporting a tuition freeze, however, it would be their preference to not raise fees. With any increase in fees, there would be a 30% increase in low-income student aid, with the rest of the increase being put into the operating budget.

3. Updating of the NUG Document

In response to a question from Mr. James Patterson on the above-noted matter, the Clerk, Prof. Chong Chan, as Chair of the University Government Committee, made the following comments. He noted that the University Government Committee is a standing Committee of Senate. As the document in question was so outdated, he attempted to incorporate changes that have occurred over the years. The Senate Executive had a preliminary look at the updated version, but requested a historical account of University governance be incorporated into the document as a preamble. As parts of the history infringed on contracts, Human Resources also reviewed the document. He hopes that the completed document will be ready soon, and resubmitted to the Executive, on its way to Senate for consideration, hopefully before the end of the current academic year.

4. Physically Inaccessible Classroom

In response to a question from Ms Jennifer Breakspear on the use of a physically inaccessible classroom, Room B238LA, Mr. D.R. Watt, Vice-President (Finance and Administration) made the following comments. With the reconstruction of the Tory Building, they had to build a number of temporary classrooms for a one-year period. Any student who was denied access would have had to identify themselves. Ms Breakspear commented that it's not the students responsibility to assume a proactive role in this regard.

5. Fall Convocation

Senate received a written concern from a graduate on the above-noted matter, dated 19 November 2001, along with a written response from the President (Appendix A).

There were no comments or questions.

3. Minutes

The following sets of minutes were approved (Maslove, Watson):

Senate Minutes, 7 December 2001; and

Executive Minutes, 17 January 2002.

4. Business Arising from the Minutes

There was none.

5. Committees

1. Establishment of a Committee of Investigation

Senate considered a memorandum on the above-noted matter, dated 17 January 2002 (Appendix B).

It was MOVED (Chan, Watson)

that Senate approve the establishment of a Committee of Investigation, with its membership as outlined in the memorandum (Appendix B).

CARRIED.

2. Committee Membership List for 2001-02

Senate received, for information and comment, an updated list of Committee Memberships for 2001-02, dated 28 January 2002 (Appendix C).

3. Joint Senate/Board Committee on the Appointment of a Vice-President (Academic)

The Clerk, as Electoral Officer, reported the need to establish the above-noted Committee, stating that nomination form have been circulated to all members of Senate for the purpose of electing five representatives from Senate to this Committee. The membership of this Committee would be the President as Chair, one Board of Governors representative, and four faculty, elected by Senate representing each of the four undergraduate faculties, and one student, elected by Senate.

6. Joint Senate Academic Planning Committee and Senate Curriculum Committee Report on Undergraduate Program and Curricular Changes for 2002-03 and 2003-04

Senate considered this Report, dated 2 January 2002 (Appendix D). The Clerk noted that one page had been inadvertently omitted at the time of printing and should be considered part of the package (Appendix E).

It was MOVED (Chan, Adam)

that Senate approve the proposed undergraduate program and curricular changes as outlined in the Report (Appendices D and E), along with the implementation schedule of the Exceptions Committee (Attachment #1, Appendix D).

In response to a question from Prof. L. Duxbury as to whether Senate would have an opportunity to debate the philosophy of putting this on hold, the President stated that the decision has already been made by Senate and we are now going through with the changes (see Senate minutes 4510-1 #8 and Appendix D to those minutes). He added that the moratorium was only in place until the Banner system allowed the changes to be put in place, and that there was no impediment to the public announcement of approved changes which are on hold due to the moratorium.

Prof. Chan thanked the many people involved in bringing this Report together, and bringing the changes to fruition.

THE MOTION WAS CARRIED.

7. Reports of the Senate Committee on Admission and Studies Policy

1. New Rules for Special Students

Senate considered this Report, dated 19 November 2001 (Appendix F).

It was MOVED (Chan, Mahmoud)

that Senate approve the New Rules for Special Students, as outlined in the Report (Appendix F).

Prof. B. Mortimer, Chair of the Senate Committee on Admission and Studies Policy, noted two omissions/changes to the Report, viz., second paragraph under "Course Load" should read " . . . 1.0 credit at Carleton University and have . . . ", and in the third paragraph, it should read "2.0 credits" instead of "2.5".

Prof. C.C. Gordon raised the issue of a student applying late for Admission; would they be allowed a full-course load for their impending Admission. Prof. Mortimer stated that this would remain a possibility. Ms B. Landry, Director of the School of Continuing Education, stated that their Office would act on the basis of a recommendation from Admissions.

In the case of exchange students, space needs to be reserved ahead of time. Prof. R. Thomas thought that a designation of "exchange" or something else was to be put in place to deal with these students. Prof. Mortimer stated this is the kind of situation that they were reacting to, and this will be done.

In the case of students in the ESP program, Dr. Forcese was assured that these students would be recognized under the caveat of "normally".

THE MOTION WAS CARRIED.

2. Transition Appeal Committee

Senate considered this Report, dated 17 December 2001 (Appendix G).

It was MOVED (Chan, Librande)

that Senate approve the establishment of a Transition Appeal Committee, along with the Mandate, Scope, Membership, and Procedure, as outlined in the Report (Appendix G).

On the question of grandparenting, Prof. Gordon asked what is the principle which is seen to justify this change in university practice, and was any legal advice taken as to the consequences of such a change. The President stated that matter of this change in practice was considered by Senate and there was a procedural motion put forward to referred it back to the Committee for further consideration. However, the procedural motion was defeated, and the motion was subsequently passed (see Senate minutes 4511-2 # 8 and Appendix D to those minutes).

On the question of liability, Senate was in receipt of a letter from the University's solicitor on this matter (Appendix H).

On the question of Audits, Dean L. Librande, Dean of Students, stated that in June 2002 they will produce Audits for every student, and again in 2003. For the gap in the Fall of 2002-03, they have committed to have the mechanism for the Transcripts, and they are considering putting together information to deal with this in the interim.

On the question of only two Associate Deans as members representing four undergraduate faculties on the Transition Appeal Committee, the Deans all stated that they were satisfied with the arrangement.

Prof. Duxbury, for her part, expressed both academic and personal interest in this matter, commenting that if the faculty are not fully alert and engaged in this, this could be very problematic. She added that consultation with the Deans does not necessarily mean

consultation with the faculty. Prof. G. McKnight noted that Prof. Mortimer expected to set up several meetings to deal with this matter.

THE MOTION WAS CARRIED.

8. New Graduate Award

Senate considered documentation on this matter, dated 23 January 2002 (Appendix I).

It was MOVED (Blockley, Maslove)

that Senate approve the new award as outlined in the documentation (Appendix I).

CARRIED.

9. Motion re National Day of Action for a Tuition Freeze

Senate received documentation on this matter (Appendix J).

It was MOVED (Rounce, Nordenstrom)

that Senate approve the motion as stated in the document (Appendix J).

Ms Andrea Rounce read a statement outlining the background on this matter (Appendix K).

The President stated that it is not possible for the Administration to support a freeze on tuition fees under the current funding situation, adding however, that they do support the body of the motion.

Dean Mahmoud reminded members of faculty of the course outlines that they hand out at the beginning of term, noting that this could be considered a form of contract, and changes to the outline would not be without problems to other students who might not support this motion.

It was therefore MOVED (Mahmoud, Afagh) as an AMENDMENT

That the words "where possible" be added in the first line of the fourth paragraph, viz., "be encouraged where possible not to set . . .".

Speaking against the amendment, Ms Rounce stated that the word "encouraged" address this matter.

Dean R.C. Blockley supported the amendment stating that he had received appeals when there has been a change made without the agreement of the majority of the class, unless the whole class agrees, no change will be made.

THE AMENDMENT WAS CARRIED.

THE MOTION, AS AMENDED, WAS CARRIED.

10. Presentation on Carleton's Double Cohort Planning

At this point in the meeting, Senate was given a presentation on the above-noted topic (Appendix L).

Presentations were made by the following people: the President gave an overview of the situation; Mr. Watt spoke to the staffing and financial issues; Ms S. Gottheil spoke about Secondary School Reform: Admissions and Curricular Issues, providing a handout for members of Senate, and also spoke on Student Financial Support (Appendix M); Prof. Mortimer spoke about academic issues; and Dean Librande spoke about student support issues.

11. Report on the Activities of the Board of Governors

Senate received, for information and comment, the above-noted Report (Appendix M).

There were no comments.

12. Report on Executive Action re Late Course Change for 2002-03, Faculty of Graduate Studies and Research

The Clerk reported on Executive action taken in this regard (see Executive minutes 2555 #5 and Appendix C to those minutes).

There were no comments.

13. Report of the Joint Senate/Board Consultative Committee on the Selection of a Chancellor

Senate received, for information and comment, the above-noted Report (Appendix N).

There were no comments.

14. Report of the Academic Colleague on the COU Meeting of 14 December 2001

Senate received, for information and comment, this above-noted Report, dated January 2002 (Appendix O).

There were no comments.

15. Other Business

1. OCGS Appraisal Results

The Clerk reported on the appraisal results of the following programs:

Joint Collaborative Masters Program in Software Engineering (ConGESE) - approved to continue (Appendix P);

Master of Science Program in Biostatistics - approved to continue (Appendix Q).

There were no comments.

2. Appointments Made Contrary to the Advertising Policy

The Clerk reported that 22 appointments had been made in this regard (Appendix R): 11 in FASS (3 Associates, 7 Instructors, and 1 Visiting Professor); 3 in PAM (1 Assistant and 2 Instructors); 7 in Science (1 Professor, 3 Associates, and 3 Assistants); and 1 in Engineering (Assistant).

There were no comments.

3. Special Convocation of 18 December 2001

Ms Rounce took the opportunity to thank Ms Cathy Pearen for making it possible for so many students to participate in the Academic Procession for the Special Convocation Ceremony, held on 18 December 2001 on Parliament Hill.

The meeting was adjourned at 5 p.m.