

**Minutes of a Meeting of the Carleton University Senate
Held on Friday, 6 December 2002 at 2:00 p.m. in the Senate Room, Robertson Hall**

R.J. Van Loon presiding.

Attendance

G.S. Adam, P. Attallah, R. Barber, J. Blenkinsop, R.C. Blockley, J. Breakspear, J. Bright, J.A. Brook, C.H. Chan (Clerk), T. Coates, F. Dehne, M. de Leeuw, M. El-Moussa, S. Fai, M. Foss, J.-G. Godin, C.C. Gordon, G. Haider, F. Hamdullahpur, B. Jarosz, R. Jeffreys, P. Kalyniak, E. Keillor, G. Larose, K.T. Law, L. Librande, D. Long, S.A. Mahmoud, K. March, A.M. Maslove, G. McKnight, H. Meghani, F. Michel, B. Mortimer, D. Petriu, Z. Pick, F. Rajaei, S. Robinson, A. Rounce, D. Russell, M. Shams, J. Shepherd (Acting Dean, FASS), J. Shore, S. Solowski, E. Sonley, G. Soule, I. Stakenvicius, C. Stanford, M. Sutherland, R. Thomas, D.R. Watt, B. Wright.

Regrets

D. Cray, S. Dalby, R. Donaldson, L. Duxbury, D.P. Forcese, L. Frankel, A. Freedman, B. Gillingham, R. Hnatyshyn, P. Keen, J. Kovalio, V. Kumar, L. Pal, A. Ritter.

Absent

F. Afagh, B. Ford, D. Howe, G. MacIsaac.

Senate began in Closed Session.

1. Confidential Minutes

The following sets of Confidential minutes were approved (Blockley, Mahmoud), as circulated:

Senate Minutes, 25 October 2002;

Senate Executive's Late Graduation Sub-Committee Minutes, 5 November 2002.

2. Business Arising from the Confidential Minutes

There was none.

3. Report on the Empowering Motion

The Clerk reported on action taken under the authority of the empowering motion (see Executive minutes 2578 #1 and 2 and Confidential Appendices A and B to those minutes, and Executive minutes 2580 #1).

4. Other Confidential Business

There was none.

At this point in the meeting, Senate went into Open Session.

5. Question Period

1. Budget Presentation

The President announced that Mr. D.R. Watt, Vice-President (Finance and Administration) will make a presentation on the budget at the end of the meeting.

2. Enrolment

The President reported that with the enrolment target agreement, Carleton will be taking in 5,700 first year students in the Fall of 2003 (we currently have 4,600). It has been reported that the projected number of high school graduates this Spring appears to be somewhat higher than was originally thought, but we will not raise our estimated target of 5,700 for next Fall.

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

The President reported that he will be taking a nomination for this position to the Board of Governors at its meeting next week, and that a public announcement would subsequently be made before Christmas.

6. Minutes

The following sets of minutes were approved (Mahmoud, Librande):

Senate Minutes, 25 October 2002;

Email Poll Executive Minutes, 11-13 November 2002;

Executive Minutes, 28 November 2002.

In connection with the Executive Minutes of 28 November 2002, the Clerk noted that the title of item #3 should read "Academic Schedules for **2003-04**" (see Executive minutes 2580 #3).

7. Business Arising from the Minutes

There was none.

8. Committee Membership List for 2002-03

Senate considered an updated Committee Membership List for 2002-03, dated 13 November 2002 (Appendix A).

He noted one additional change to this list, viz., that Prof. R. Shigeishi would be the Science representative on the Integrative Review Committee.

It was MOVED (Chan, Godin)

that Senate ratify the Committee Membership List for 2002-03, with the above-noted change.

CARRIED.

9. Motion on Academic Accommodation

Senate considered a motion on the above-noted matter (Appendix B).

It was MOVED (Bright, Breakspear)

that Senate approve the motion on Academic Accommodation as stated in the document (Appendix B).

Ms J. Breakspear stated that for a number of students it is a matter of principle to not cross a picket line, as this is for some an ethical dilemma.

The President noted that the Human Rights policy supersedes the Non Discrimination Policy noted in the motion.

Ms A. Rounce added that Senate has a responsibility to let instructors know that they have options.

Prof. D. Long spoke against the motion stating that he does not believe that this is about ethical issues; it has more to do with the prospect of the University being or not being closed down, adding that Senate should not do anything about this as it's Senate's duty to ensure that the University continues to function.

Dean R.C. Blockley stated that this should not be construed as a directive from Senate.

In response to a question from Prof. R. Thomas as to whether Senate could even consider a motion on behalf of the corporation, the President referred to the Carleton University Act, where the corporation's responsibility rests with the Board of Governors.

THE MOTION WAS NOT CARRIED.

10. Reports of the Senate Academic Planning Committee re Proposed Program Changes for 2003-04, Faculty of Graduate Studies and Research

Senate considered the above-noted Report, dated 20 November 2002 (Appendix C).

In response to a question about the retroactivity of the new program requirements for the M.B.A., Prof. R. Thomas stated that it would also apply to students who registered in September 2002.

It was MOVED (Adam, Blockley)

that Senate approved the proposed program changes for 2003-04, Faculty of Graduate Studies and Research, as outlined in the Report (Appendix C).

CARRIED.

11. Report of the Senate Curriculum Committee re Curricular and Related Changes for 2003-04, Faculty of Graduate Studies and Research

Senate considered this Report, dated 20 November 2002 (Appendix D).

It was MOVED (Chan, Brook) that Senate approve one category of course changes, so that there will be no distinction between major and minor course changes.

CARRIED.

It was MOVED (Chan, Gordon) that Senate approve the recommendations contained on p. 10 of the Report (Appendix D).

CARRIED.

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

1. The Undergraduate Petition and Appeal Process

Senate considered this Report, dated 27 November 2002 (Appendix E).

Prof. B. Mortimer, Chair of the Senate Committee on Admission and Studies Policy, gave the background for these changes (Appendix F).

It was MOVED (Mortimer, Librande)

that Senate approve the three motions outlined on p. 3 of the Report (Appendix E.)

Dean Blockley noted the need to correct the wording for the Calendar language, viz., " . . . accommodation **in respect** of a regulation."

Prof. G. McKnight, Secretary of the Arts and Social Sciences Faculty Board, made a statement about his Faculty's concerns (Appendix G).

Prof. P. Attallah noted the absence of timeframes and deadlines. Prof. Mortimer stated that thought had been given to these issues but it was felt that imposing deadlines is not called for and SCASP would not want students to be blocked by deadlines.

Prof. J.A. Brook commented on the diverse situations that are tied to appeals, and therefore maintaining current arrangements at the Faculty level is appropriate.

Prof. Mortimer noted that we are now under one set of regulations, and therefore we now have the need for one Committee, not many Faculty Committees. He reminded Senate that the review and appeal of grades for term work is already in the Calendar, and the final appeal process is not described other than in this document.

In response to a question from Prof. G. Haider as to whether these issues were raised in SCASP, Prof. Mortimer stated that no issues are new, adding that the SCASP proposal was modified in light of recommendations from faculty boards. Dean L. Librande noted that there are some items from FASS that did not go to SCASP as these represent pieces of misinformation, viz., the registrarial office being understaffed is not true; procedures for dealing with students in the office have been changed; the Student Academic Success Centre is not just for first year students; they also deal with academic regulation issues; and at JCAS student's are not allowed to be present to state their cases.

Dr. G.S. Adam commented that this is a very careful attempt to deal with students in a way that connects them to the University and service them in the best way possible. He

reminded Senate that it adopted the common rules and this is an attempt to build a student service-centered system.

Prof. R. Thomas questioned putting these rules in the Calendar for the first time, stating that the more visible you make something the more it is going to be used. Prof. Mortimer described the volume, reiterating that there are more petitions than appeals. He noted that there are a handful of appeals.

Dean J.-G. Godin asked who would inform the student of the outcome of the Joint Committee's decision with regard to petitions. Prof. Mortimer stated that this would be done by the Secretariat, but the Committee might be asked to formulate the letter.

Prof. Gordon questioned the formula used to treat these petitions. Dean Librande stated that there will be a more of a systematic approach to hearing these petitions, which will allow for more flexibility.

At this point, the President reiterated the steps to this point, viz., FASS objected to this proposal; SCASP took this into consideration; this was intended to create a common set of rules with a lot of commonality; this is a way of dealing with the system where students thought they were abandoned after being recruited. He then called the question on the motion.

THE MOTION WAS NOT CARRIED, and subsequently the second and third motions were withdrawn.

2. Criteria for Letter of Permission

Senate considered the above-noted Report, dated 20 November 2002 (Appendix H).

It was MOVED (Mortimer, Russell)

that Senate approve the Calendar language for "Letter of Permission", as outlined in the Report (Appendix H).

CARRIED.

13. Report on the Activities of the Board of Governors

Senate received, for information and comment, the above-noted Report (Appendix I). There were no comments.

14. Report of the Academic Colleague on the COU Meeting of 18 October 2002

Senate received, for information and comment, the above-noted Report (Appendix J). There were no comments.

15. Academic Schedules for 2003-04

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

Dean Librande noted one change to the Undergraduate Schedule, p. 2, "August 30 – September 3" should read "Academic program and **social orientation** to the campus."

Mr. J. Bright, President of CUSA, expressed concern about the shortening of PrepWeek and social orientation. Dean Librande agreed that this matter has not been discussed extensively with CUSA yet, adding that the Thursday, Friday and Saturday are still open for discussion. The University is facing a considerably larger cohort and therefore a need for a shorter period of time in order to get classes started sooner. Dean Librande added that there are still options to sit down and discuss this with CUSA.

Several students spoke in favour of the longer PrepWeek as larger groups will require the need for more activities and therefore more time to move the groups around, noting that first-year students need the encouragement and guidance of PrepWeek facilitators.

Mr. G. Soule took this opportunity to announce that Shine-a-rama raised \$85,000 for systis fibrosis last year.

16. Honorary Ranks

Senate received, for information and comment, documentation on the above-noted matter, dated 28 November 2002 (Appendix L).

Prof. S. Robinson questioned why the designation of Professor Emeritus is only for full-time retiring faculty. He also questioned the lack of the designation "Associate Professor Emeritus", citing several Canadian universities that now have this designation.

Prof. Brook questioned the lack of union involvement in this matter. Dr. Adam stated that the designation "Emeritus Professor" is not mentioned in the collective agreement.

Prof. R. Jeffreys stated that this has academic implications, and questioned why Senate is only receiving this for "information and comment", as this is a process which is parallel to promotions. Prof. Gordon questioned Senate's earlier/previous involvement in the discussion/debate on this matter.

Dr. Adam commented that this was an attempt to ameliorate the situation as the University has been most restrictive in this area and our process was unnecessarily hurtful. It was assumed that this would be helpful.

Dr. Van Loon then noted he believed there was consensus at least on the point that all retiring and retired full professors should have the designation of "Professor Emeritus". On the matter of extending this to other ranks, Senate may want to debate this in the future, and in the meantime, the Clerk of Senate will look to see if there is any precedents in terms of Senate's involvement in this matter.

17. New Graduate Scholarships and Awards

Senate received, for information and comment, documentation on the above-noted matters, dated 28 November 2002 (Appendix L) (see also Executive minutes 2579 #1 and Appendix A to those minutes, and 2581 #7 and Appendices C and D to those minutes).

18. Other Business

1. OCGS Appraisal Results: M.Sc./M.A./Ph.D. in Geography, and M.Sc./Ph.D. in Chemistry

The Clerk reported on the following OCGS Appraisal Results (Appendix M).

2. Budget Presentation

Mr. D.R. Watt, Vice-President (Finance and Administration) then made a budget presentation (Appendix N).

The meeting was adjourned at 5:30 p.m.