



Faculty of Public
and Global Affairs

*The Faculty of Public and Global Affairs acknowledges and respects the Algonquin people,
traditional custodians of the land on which the Carleton University campus is situated.*

Faculty of Public and Global Affairs Faculty Board

Friday, February 20, 2026 – 10:00-11:30 pm

Senate Room, 608 Pigiavik (ΛΓ^εΔ^b)

Agenda

1. Welcome and Call to Order – D. Mendeloff, Interim Faculty Board Secretary
2. Adoption of Agenda
3. Adoption of Minutes of the November 21, 2025 meeting ([attached](#))
4. Matters Arising
5. Question Period
6. Report from the Interim Dean – M. Francoli
7. Items for Decision by Faculty Board
 - 7.1. Change in governance: Latin American and Caribbean Studies ([attached](#)) – D. Mendeloff
 - 7.2. Confirmation of Winter 2026 graduation lists ([attached](#)) – D. Mendeloff
8. Associate Dean Reports
 - 8.1. Research and Graduate ([attached](#)) – J. Greenberg
 - 8.2. Students and Enrolment ([attached](#)) – P. Wilson
 - 8.3. Academic ([attached](#)) – V. Bhatia
 - 8.4. Equity and Inclusion ([attached](#)) – Y. Wang
 - 8.5. Faculty Affairs ([attached](#)) – D. Mendeloff
9. Items for Discussion
 - 9.1. Faculty Board governance ([attached](#)) – D. Mendeloff
10. Other Reports for Information
 - 10.1. Faculty Board Executive Committee ([attached](#)) – D. Mendeloff
 - 10.2. CASG/Undergraduate students
 - 10.3. GSA/Graduate students
 - 10.4. Senate report – D. Mendeloff
11. Other Business
12. Adjournment

Next Meeting: Friday, April 10, 2026, 10:00-11:30 am.

Voting members of FPGA Faculty Board include: all full-time faculty members at all ranks with at least a 50% appointment in FPGA and students who are the elected or appointed representatives on departmental boards of FPGA units.

Quorum: At least 15 voting members; at least one member from at least five FPGA units; a majority must be FPGA faculty members.



MINUTES of PGA Faculty Board
Friday, November 21, 2025, 1:00 p.m.
Senate Room (PK 608)

The following were present:

Faculty: Vandna Bhatia (PSCI), Zeina Bou-Zeid (LAWS), Sean Burges (AKC-BGInS), James Casteel (EURUS), Pam Grassau (SSW), Josh Greenberg (SJC-COMS), Lara Karaian (ICCJ), Vince Kazmierski (LAWS), Jonathan Malloy (PSCI), David Mendeloff (NPSIA), Jeff Monaghan (ICCJ), Brenda O'Neill (ODFPGA), Karen Sewell (SSW), Allan Thompson (SJC-Jour), Sarah Todd (AKC/SSW), Yanling Wang (NPSIA), Paul Wilson (AKC-MPM)

Students: Nathan Harlan (EURUS), Mohammed Islam (LAWS), Leia Johnson (SSW), Abby Lalonde (AKC-BGInS), Hannah MacLellan (SSW), Sydney Weaver (SJC-COMS)

Observers: Stella Duncan (PSCI)

Recorder: Laurie Jaeger (ODFPGA)

1. Welcome and Call to Order

David Mendeloff, Interim Faculty Board Secretary, welcomed faculty members and acknowledged that we were meeting on the traditional territory of the Algonquin Anishinaabeg people, and expressed gratitude to them as the traditional stewards of the land.

David asked everyone in attendance to sign-in.

2. Adoption of Agenda

The agenda was approved by consensus as circulated.

3. Adoption of Minutes of the October 3, 2025 Meeting

The minutes were approved by consensus as circulated.

4. Matters Arising from the Minutes

There were no matters arising from the minutes.

5. Question Period

There were no questions submitted in advance of the meeting.

6. Report from Dean Brenda O'Neill

Dean Brenda O'Neill spoke about the following matters: the financial situation at the University and in the Faculty as a result of decreased enrolment and decreased revenue; the SEM (Strategic Enrolment Management) Committee in which the President has tasked senior leadership to address the enrolment decline; the establishment of an FPGA Strategic Enrolment Committee with the purpose of exploring innovative approaches to program development, differentiation, and revenue generation; and that we are waiting to hear about the Faculty restructuring plan that was submitted mid-September. The Dean also highlighted research strengths in the Faculty, as reported in the FPGA Annual Report.

In response to questions and comments, the Dean reported that the University's Efficiency and Accountability Fund (EAF) response document is to be submitted in early December; the Course and Program Costing Models have not been finalized yet; and that the Institutional Impartiality Policy will be discussed at a General University Faculty Board meeting scheduled on November 27.

7. Reports from Faculty Board Committees

7.1 Executive Committee

David Mendeloff summarized the report that was circulated with the agenda. There were no questions.

7.2 Undergraduate Curriculum Committee

Vandna Bhatia summarized the report that was circulated with the agenda. There were two motions to consider.

MOTION 1: (Bhatia/Kazmierski)

MOTION: THAT FPGA Faculty Board recommends that Senate approve the removal of the language requirement from the Bachelor of Journalism and Humanities [BJHUM-30HU] for the 2027-28 Undergraduate Calendar. **CARRIED.**

MOTION 2: (Bhatia/Harlan)

MOTION: THAT FPGA Faculty Board recommends that Senate approve the Minor Modifications as presented in the attached list for the 2026-27 Undergraduate Calendar. **CARRIED.**

7.3 Graduate Curriculum Committee:

Vandna Bhatia summarized the report that was circulated with the agenda. There were two motions to consider.

MOTION 1: (Bhatia/Sewell)

MOTION: THAT FPGA Faculty Board recommends that Senate approve the proposed Major Modifications in the attached list for the 2026-27 Graduate Calendar. **CARRIED**

MOTION 2: (Bhatia/Todd)

MOTION: THAT FPGA Faculty Board recommends that Senate approve the proposed Minor Modifications as presented in the attached list for the 2026-27 Graduate Calendar. **CARRIED**

8. Reports from Associate Deans

8.1 Research and Graduate:

Josh Greenberg summarized the report that was circulated with the agenda. There were no questions.

8.2 Students and Enrolment

Paul Wilson summarized the report that was circulated with the agenda. A brief discussion followed regarding the efficacy of recruitment efforts.

8.3 Academic

Vandna Bhatia summarized the report that was circulated with the agenda. There were no questions.

8.4 Equity and Inclusion

Yanling Wang summarized the report that was circulated with the agenda. There were no questions.

8.5 Faculty Affairs

David Mendeloff summarized the report that was circulated with the agenda. In response to a question, he provided an update on moving the MA Collaborative Specialization in LACS from the IAS in FASS to the College of Global Studies in FPGA.

9. Other Reports for Information

9.1 CASG/Undergraduate Students

The Chair noted that the FPGA CASG rep was unable to attend and no written report was provided. He opened the floor to undergraduate students in attendance to update the Board. Student representative Nathan Harlan provided a brief report. He noted that CASG had recently passed a motion pertaining to the Institutional Impartiality Policy and will be holding an upcoming referendum regarding student fees.

9.2 GSA/Graduate Students:

The Chair noted that the FPGA graduate student rep was unable to attend and no written report was provided. He opened the floor to graduate students in attendance to update the Board. There was no report was provided.

9.3 Senate Report

David Mendeloff provided a brief report on the October Senate meeting. There were no questions.

10. Other Business

Lara Karaian (ICCJ) spoke to an OCUFA petition demanding increased provincial funding, and asked faculty members to consider signing it.

11. Adjournment

The meeting adjourned at 2:00 p.m.

9 February 2026

To: FPGA Faculty Board

From: David Mendeloff, Associate Dean (Faculty Affairs)

Re: **Change of Governance to Latin American and Caribbean Studies (LACS)**

On November 7, 2025, FASS Faculty Board voted to recommend moving the governance of Latin American and Caribbean Studies (LACS) from the Institute of Interdisciplinary Studies in FASS to the College of Global Studies in FPGA. The motion below seeks the recommendation of FPGA Faculty Board to support the proposed governance change.

Attached is an Executive Summary indicating the rationale and scope of this governance change and implications for academic program delivery. As per the Summary, the undergraduate programs in LACS are expected to close for Fall 2027 admissions. Under the proposed governance change, the LACS MA Collaborative Specialization will continue to be delivered and administratively housed in the College of Global Studies.

MOTION

THAT FPGA Faculty Board recommend moving the **governance of the MA Collaborative Specialization in Latin American and Caribbean Studies (LACS)** from the Institute of Interdisciplinary Studies in FASS to the College of Global Studies in FPGA.

MEMORANDUM

To: Vice-President's Academic and Research Committee (VPARC)

From: Pascal Gin, Associate Dean (Academic), Faculty of Arts and Social Sciences

CC: Anne Bowker, Dean of the Faculty of Arts and Social Sciences (FASS)
Brenda O'Neill, Dean of the Faculty of Public and Global Affairs (FPGA)
Neil Gerlach, Director of the Bachelor of Global and International Studies
Pablo Heinrich, Director of Latin American and Caribbean Studies (LACS)
Dan Irving, Director of the Institute of Interdisciplinary Studies (IIS)

Date: 29 September, 2025

Subject: Latin American and Caribbean Studies (LACS) Change in Governance

Description of change

Latin American and Caribbean Studies (LACS) offers, at the undergraduate level, a Minor and a specialization/stream in the Bachelor of Global and International Studies (BGInS), at the graduate level, a MA collaborative specialization. LACS is currently housed in Faculty of Arts and Social Sciences (FASS), in the Institute of Interdisciplinary Studies (IIS).

Due to persisting low enrolment, a proposal to close both undergraduate programs is expected. Discussions to this effect have been initiated with the current directors of BGInS and LACS. Admissions into the Minor in LACS were suspended in 2024-2025.

On the graduate side, we are proposing to move the academic governance for the LACS graduate specialization to the new College of Global Studies (CGS) in FPGA, which will house the Bachelor of Global and International Studies (BGInS), graduate and undergraduate programs in European, Russian and Eurasian Studies, and the Master of Migration and Diaspora Studies (MDS).

CGS is a more suitable home for the LACS graduate specialization for two converging reasons. First, considering the programs housed in CGS, the new College offers greater intellectual alignment than IIS does. Commonalities in terms of teaching and research extend in particular to the two following programs:

- European and Russian Studies [EURUS], as another area studies program housed in the CGS.
- Migration and Diaspora Studies (MDS), which also offers a master's specialization, with many intellectual points of connection. The core master's seminar in LACS (LACS 5000) is cross-listed with an MDS course (MGDS 5002).

Second, in terms of home faculty, slightly more than half of LACS-affiliated full-time faculty are in FPGA.

Moving LACS to the CGS in FPGA will have no impact on the structure of the MA collaborative specialization, its learning outcomes, or mode of delivery.

The governance of LACS will remain unchanged, including the LACS management board. Teaching assignments will continue to be proposed by the Director of LACS; however, teaching assignments will be proposed to the Director of the CGS going forward. LACS elective course offerings at the undergraduate level will continue to be managed in FASS, in regular communication with LACS' Director.

Impact on Other Programs

The master's program is a specialization and does not admit students independently.

Resources

- Dean and Faculty Affiliation:* With this change of governance, the LACS MA collaborative specialization join FPGA. The resource implications are two-fold:
 1. FPGA will determine and provide administrative release for the LACS Director.
 2. Whenever relevant and as per past practice, arrangements relating to teaching in the LACS MA collaborative specialization will be negotiated between the Deans of FPGA and FASS.
- Faculty resources:* LACS does not have any 100% appointed faculty members. All LACS-affiliated faculty will remain with their home units.
- Administrative support:* At this time, there will be no change in administrative support. Once the LACS MA collaborative specialization moves to FPGA, ODFPGA will determine appropriate administrative support in the context of the College.
- Space:* At this time, there will be no change in where the location of LACS. Once the LACS MA collaborative specialization moves to FPGA, ODFPGA will determine where to locate it.

12 February 2026

From: David Mendeloff, Interim Secretary
To: FPGA Faculty Board
Re: **Confirmation of Winter 2026 graduation lists**

One of the responsibilities of Faculty Board is to review graduation lists from the University and Graduate Registrars. It is important to note that Faculty Boards do not “approve” inclusion of individual students on the graduation lists. The University and Graduate Registrars verify whether individual students included on the list have met the degree requirements for graduation. Faculty Board simply confirms receipt of the lists and affirms that the RO has reported to us that the students on the list have met the degree requirements.

Normally, this is done by the Faculty Board Executive on behalf of Faculty Board as there is a very short turnaround for Faculty Board review. This term the review window falls during a regularly-scheduled Faculty Board meeting, and thus is being presented to Faculty Board.

MOTION

THAT FPGA Faculty Board confirms receipt of the 2026 Winter undergraduate graduation list and affirms that the University Registrar has confirmed that all students on the presented list have met the requirements of their degree program for graduation according to the published regulations.

MOTION

THAT FPGA Faculty Board confirms receipt of the 2026 Winter graduate graduation list and affirms that the Graduate Registrar has confirmed that all students on the presented list have met the requirements of their degree program for graduation according to the published regulations.

Note that the graduation lists are expected to be received on February 19. Communication from the University and Graduate Registrars confirming that they have verified the eligibility of the names included on the list will be shared at the February 20 Faculty Board meeting in accordance with the above motions.

Date: February 13, 2026
To: FPGA Faculty Board
From: Josh Greenberg
Re: **Report of the Associate Dean (Research and Graduate)**

FPGA Research Committee

The FPGA Research Committee has been engaged to support the internal review of applications for the Canada Impact+ Research Chair program. The committee's regular activities are on hold until April/May.

FPGA Research Chair Updates

1/ Tier 2 CRC in Health Care Governance: the committee's first-choice candidate reached an agreement with the university and is currently preparing a full application to SSHRC that is due in April. We expect to know the results by October.

2/ Chair in Philanthropy: the committee recently interviewed three candidates and submitted a recommendation to the Dean who is now beginning negotiations. We hope to have an announcement about this position in the coming weeks.

Canada Impact+ Research Chair

FPGA received 18 applications for the first Intake of the Impact+ Research Chair program (the university received > 100 applications), of which 3 were recommended to the university-wide committee for consideration. Thank you to committee members for meeting the federal government's incredibly challenging timeline. The deadline for Intake 2 is February 16 and nominations for stage 2 are due to OVPRII in March.

Canada Impact+ Research Trainee Award (PhD, Postdoc)

Thank you to FPGA faculty members who nominated prospective international PhD candidates and Postdoctoral Research Fellows. A cross-faculty committee of Associate Deans reviewed all applications and submitted our recommendations to Grad Studies. A total of 10 such awards (6 PhD, 4 Postdoc) will be allocated this year. We are awaiting more information about dates and deadlines for the second intake and will share this information when it's received.

Graduate Recruitment

Thank you to all FPGA recruitment committees, particularly grad administrators and grad supervisors. Nearly all FPGA programs adopted a rolling admissions model this year, significantly improving the speed with which we are making offers to potential candidates. Applications across the board are up over the same period last year

showing strong demand for FPGA graduate programs. Some programs have offered to extend their application deadlines to accommodate furloughed public service employees. Others wishing to do likewise are encouraged to contact me ASAP.

Tri-Council Grants

Thank you to Tobi Kozakewich and Michael Agnew for supporting our FPGA researchers, who submitted 6 Insight Development Grant applications in early February. FPGA researchers are also competing in greater number for CIHR grants in health research. In addition to one researcher recently winning a highly competitive CIHR Team grant, another has prepared a second CIHR Team Grant application. Two large CIHR Operating Grants are on track for submission next month, and two CIHR Project Grants are in preparation for submission in early March.

OGS

Thank you to FPGA unit awards committees and grad administrators who processed all unit-level rankings for OGS before the January deadline. The faculty-wide review and allocation decisions will be finalized in the coming weeks. The university has still not received its overall allocation from the province.

Dick, Ruth and Judy Bell Lecture

This year's Bell Lecture will be delivered by The Honourable Chrystia Freeland. The event is scheduled for Wednesday, May 6th and will be held in the Atrium of Richcraft Hall. More information, including registration information, and a title and abstract for the lecture will be circulated in the coming weeks.

Author Meets Readers

AMR is on hiatus until April 2nd when we will convene again at Irene's Pub for a discussion with Dr. Joshua Steckley (Postdoctoral Fellow, Dept of Political Science) about his new book, *The Nightcrawlers: A Story of Worms, Cows & Cash in the Underground Bait Industry*. Please [register](#) in advance.

To: FPGA Faculty Board

From: Paul Wilson, Associate Dean (Students and Enrolment)

Re: Report for February Faculty Board Meeting

Date: February 13, 2026

I wish to bring the following points to the attention of Faculty Board.

Recruitment and Enrolment

Enrolment as of November Provincial Count Date

At the January 30th meeting of the University Senate, Suzanne Blanchard, University Registrar and Vice-President (Students and Enrolment), presented enrolment statistics as of the provincial count date on November 1st, 2025. The full presentation deck may be found towards the end of the Senate binder for that meeting at https://carleton.ca/senate/wp-content/uploads/sites/187/2026/01/Binder_Senate_2026_01_30.pdf.

Here are some overview points from the Registrar's presentation:

- This year (as of November 1, 2025) overall undergraduate enrolment at Carleton was 23,824, down 1.3% from November 2024. This reflected a very slight increase (0.6%) in domestic students but a drop of 19% in international students.
- New first-year undergraduate enrolment at Carleton was down 0.4% from 2024. FPGA saw the largest decline (-8%) in new first-year student enrolment among all faculties. FASS, by comparison, declined by 5%.
- Graduate student enrolment across the University in November 2025 was up 1.5% from the year before, reflecting an 11% increase in domestic students and a 26% decline in international students. Enrolment in master's programs grew by almost 3%, while Ph.D. enrolment declined by about 2%.

Applications and Confirmations for Fall 2026 Admission

While FPGA's first-year student enrolment has declined each year since 2017, the initial admission numbers this winter are encouraging.

As of February 11th, new applications for admission to Carleton for fall 2026 were up 8% over this time last year, and approvals (that is, offers made to students) were up 16% year over year. The numbers are even stronger for FPGA. Again, as of February 11th, new applications to FPGA programs were up 11% over last year and approvals were up 19%. This trend is reflected in increased applications/approvals in almost all FPGA units.

Upcoming Recruitment Events

These data are encouraging. However, the next few months are critical for converting offers into acceptances, and acceptances into registrations.

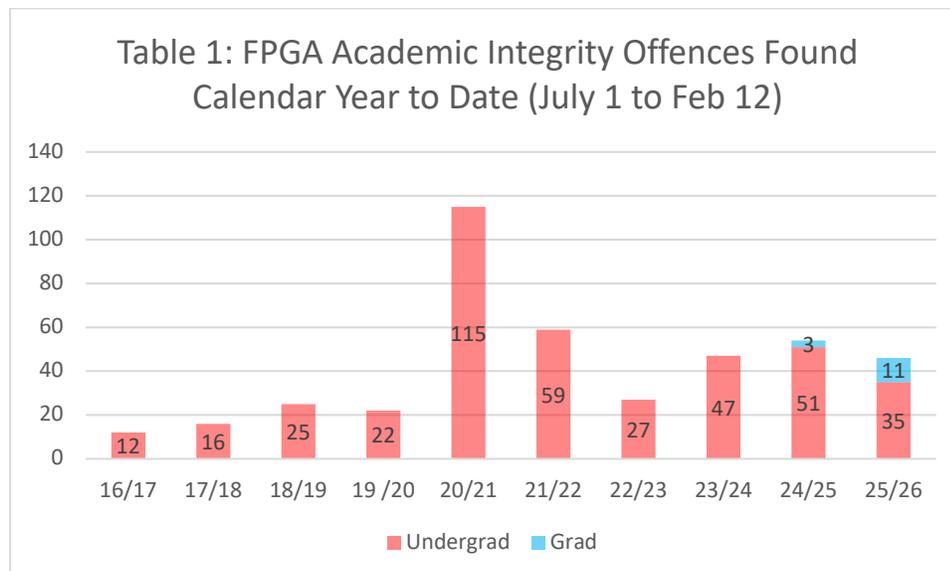
The Undergraduate Recruitment Office has scheduled an Open House on Saturday, March 14th, which is aimed at convincing current grade 12 students to accept their admission offers. Faculty members from FPGA units will attend in order to meet with students and their parents. Units will also be assisting Undergrad Recruitment by supporting the calling campaign and/o pre-recording customized video messages for distribution to applicants.

I am very grateful to all faculty members, as well as some senior students, who take time to participate in recruitment events and to connect with potential future students.

In a similar vein, I note that Undergrad Recruitment's Spring Open House, scheduled for Saturday, May 9th, will target current grade 11 students who will be applying to university next fall.

Academic Integrity

Table 1, below, shows the number of academic integrity cases in which an offence has been found as of this point in the academic year (July 1 to February 12) for the past decade. So far this year, I have found 46 offences, which is marginally lower than at this same point last year. However, even discounting the pandemic years of 2020/21 and 2021/22, there is a distinct upward trend in cases over the past decade.

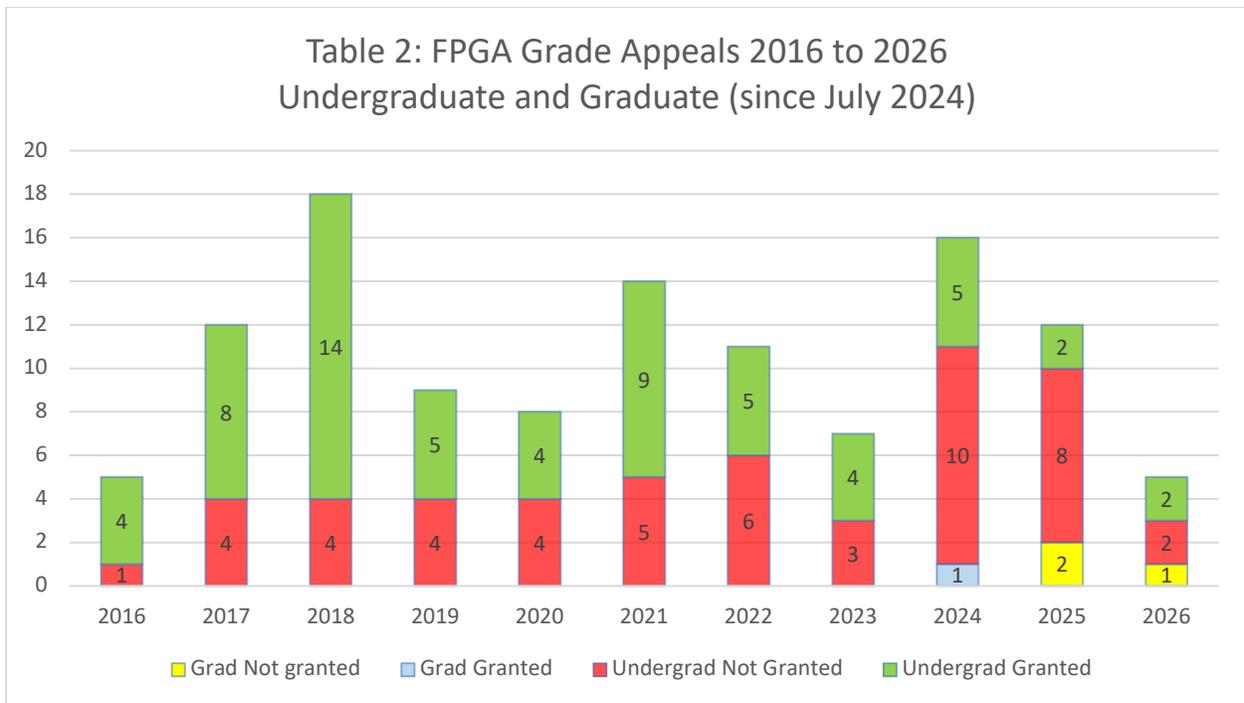


Unsurprisingly, most of the allegations I receive have to do with the use of artificial intelligence. However, the threshold for proof in these cases is fairly high. I only proceed when I feel that there is compelling evidence of an offence such as fictitious references, citations where the source does not support the claims in the essay, “leaked prompts” where a student has inadvertently pasted the AI prompt or instructions from the AI into their essay, etc. One might therefore suspect that these numbers omit some proportion of assignments (perhaps a high proportion) which are prepared with the unauthorized use of AI but do not include clear and obvious evidence of such use.

Table 1 also shows instances of academic integrity offences in graduate classes: three at this point last year and 11 so far this year. Previous to that, academic integrity cases at the graduate level had been handled by the Faculty of Graduate and Postdoctoral Affairs. The Associate Vice-Provost in Grad Studies who had previously been responsible for these cases advised me that in the entire 2023/24 academic year he handled between 30 and 40 cases. So having 11 at this point in the year only in FPGA is higher than might be expected. However, it is impossible to know if this represents a trend.

Grade Appeals

Part of my portfolio involves receiving formal grade appeals from students on behalf of the Dean. Table 2 shows the number of formal grade appeals submitted since 2016.



The undergraduate data were provided by the Registrar’s Office (who coordinate formal appeals) and are presented by calendar year. The data for the current year are therefore only

partial. Appeals related to graduate courses are only shown beginning in 2024, when FPGA assumed responsibility for these from the former FGPA. (Graduate Studies retains responsibility for appeals related to comprehensive exams and theses).

Unlike with academic integrity cases, no trend emerges from these data, which show that formal grade appeals appear to fluctuate within a consistent range. In most years, a majority of appeals have merit and are “granted,” although this includes cases where the Associate Dean believed that an assignment ought to be submitted for re-grading, even if the re-grading did not lead to a grade change.

In my experience, some formal appeals have resulted from instructors failing to respond, either in a timely fashion or at all, to students’ requests for information about an assigned grade. May I remind instructors that the Undergraduate Regulations of the University provide that “students have the right to have questions regarding their grades addressed and to view all material, including material that has not been returned such as final examinations” (s. 3.3.4), and that failure to address reasonable questions could justify a formal appeal of grade.

Last year the University Senate created an ad hoc committee to draft a new policy on petitions and appeals (which to this point have been covered in the Undergraduate and Graduate regulations), and I have been serving as chair of this committee. I hope that we will be able to circulate a draft for consultation in the near future.

ITEM 8.2



Faculty of Public
and Global Affairs

To: FPGA Faculty Board
From: Vandna Bhatia, Associate Dean (Academic)
Re: Report to Faculty Board
Date: February 12, 2026

TEACHING ASSISTANT ALLOCATIONS

TA allocations for Winter 2026 are complete. Thanks to all the faculty members and staff involved in the allocation process over the last two terms! Fall and winter allocation numbers are found in Table 1.

More information about TA allocation in FPGA can be found at [TA Allocations & Resources](#) on the FPGA intranet.

TLS has restructured its [TA training](#) and workshops, all of which are now online and accessible through Brightspace. Instructors can peruse available workshops topics [here](#).

CURRICULUM UPDATES

FPGA Curriculum Committees

FPGA's Undergraduate and Graduate Curriculum Committees have each met once so far this semester and will meet again in March to approve major modifications for the 2027-28 calendar. At the February meeting of both committees, members met with the FPGA Strategic Enrolment Taskforce to discuss challenges and opportunities in the current environment.

The UGCC is reviewing and will be updating the [FPGA Grading Guidelines](#). Input from FPGA faculty and instructors is welcome and can be directed to me. The UG grade distributions for the fall 2025 semester are presented in Table 2, and the average over the previous 5 fall semesters is provided in Table 3.

I have been meeting with several units to discuss major program modifications for the 2027-28 calendar. All major modifications must be submitted to the ODFPGA by February 27th to ensure they can be reviewed by the necessary Faculty and Carleton committees.

I represent FPGA at **SCCASP**, where calendar modifications are reviewed before going on to other committees and Senate. The following major modifications to FPGA programs have been approved by Senate for 2026-27:

- Change in governance of the Master of Infrastructure, Protection and International Security (MIPIS) – from joint FED-FPGA to FPGA only and deletion of MEng-IPIS pathways.
- Closure of the Graduate Diploma in Indigenous and Policy Administration

Table 1: TA Assignments (FTEs) to Units, 2025-26

UNIT	FALL	WINTER
COMM	32.5	29.5
CRCJ	27.5	31.5
ECON	56.0	51.0
EURR	8.0	7.0
FPA	1.0	4.0
INAF	16.0	4.5
JOUR	32.5	24.5
KROE	17.0	12.5
LAWS	54.5	60.0
PADM	8.5	8.0
PECO	2.0	3.0
PSCI	49.5	42.5
SOWK	22.5	18.5
WTS	2.0	2.0
FASS	34.0	38.5
SCI	4.0	0.5
Total	367.5	337.5

- Removal of the Graduate Diploma in Work and Labour Type 3 admissions pathway (the Ministry did not approve the program)

Winter Term Course Enrolments in FPGA

With fewer courses/sections being scheduled, course enrolments have been rising. About 46% of Winter 2026 undergraduate courses in FPGA are at or above maximum capacity, compared to 48% in the Fall 2025 term. Approximately 35 undergraduate courses have enrolments of 120 or greater, including 15 courses that have 200 or more students.

Fall 2025 Grade Distributions and Exams

Below is some information about grades and exams in the Faculty for the fall term.

Table 2: FPGA Undergraduate Grade Distribution, Fall 2025 (OIRP Data Cubes, 2026-01-23)

UG Grade Distribution by Level, Fall 2025						
Level	% A	% B	% C	% D	% F	%WDN
1000	36.3	27.4	16.4	7.5	8.6	3.9
2000	44.0	29.9	12.9	3.9	6.3	3.1
3000	43.1	30.6	11.2	5.1	6.0	4.1
4000	56.1	27.0	7.8	3.4	3.1	2.7
All UG	43.3	28.9	12.7	5.1	6.5	3.6

Table 3: FPGA Undergraduate Grade Distribution, 5-Year Mean 2020 to 2024 (Fall Terms)

UG Grade Distribution by Level, 5-YR Mean 2020/21 to 2024-25						
Level	% A	% B	% C	% D	% F	%WDN
1000	37.7	27.5	14.2	5.5	10.0	5.1
2000	37.7	27.5	14.2	5.5	10.0	5.1
3000	41.8	30.2	11.5	3.7	7.1	5.8
4000	58.2	27.2	5.7	1.6	3.2	4.2
All UG	41.6	29.0	12.0	4.2	7.7	5.5

Table 4: Fall 2025 Graded Courses in FPGA (Banner Report, 2026-01-23)

Fall 2025	UG		GR	
	#	%	#	%
Courses with Take Home Exams	35	12%	45	23%
Courses with Formally Sch Exam	97	34%	21	11%
Courses with No Exam	150	53%	126	66%
UG Courses Graded	282		192	

FPGA Deferred Midterm Pilot

I have received 18 requests for deferred midterm tests in the Winter term, with about 250 to 300 students expected over the 7 scheduled time slots. So far, this pilot project seems to be running smoothly, with support from two PTAs, and positive feedback from instructors

Exam Services (SES) has also begun to offer regular and [make-up midterm scheduling](#) support beginning this term. Instructors of large enrolment courses are especially encouraged to consider this option for future terms (note there are fee for printing and proctoring associated with this service).

CARLETON COMMITTEES & UPDATES

I attend meetings of the **Undergraduate Affairs Committee**. At UGAF, the RO reported that academic consideration requests through self-declaration forms will be integrated into Banner, so that students will submit requests through Carleton 360. This is a more secure system and will enable automatic notifications to be sent to instructors in a more timely manner. The number of deferral requests for final exams is rising – from 1,900 in Fall 2023 to 3,044 in Fall 2025. Although this is a significant change, it is still a relatively small proportion of all student exams written. Table 5 lists the number of deferrals for FPGA.

Table 5: 202530 RO Granted Deferrals in all FPGA Courses (Banner Report, 2026-01-23)

Unit	# Deferrals
COMM	25
CRCJ	20
ECON	155
EURR	2
JOUR	4
KROE	10
LAWS	82
PADM	1
PSCI	52
SOWK	6

- 357 deferrals were granted in FPGA courses
- 294 unique students granted deferrals
- 53 students were granted 2 or more deferrals:
 - 43 students with 2
 - 8 students with 3
 - 2 students with 4

I also attend meetings of the **Graduate Affairs Committee**. The committee has discussed graduate funding and recruitment issues. The Vice Provost of Graduate Studies organized meeting with representatives from Carleton and the University of Ottawa, which I attended, to discuss the creation of joint institutes that would facilitate collaboration for graduate research and teaching. Sharing of courses, especially in small graduate programs, between the two institutions can be beneficial. Programs or units that are interested in exploring this option are encouraged to reach out.

OTHER

I'm a member of FPGA's **Strategic Enrolment Committee**, chaired by Sarah Todd. The committee has met several times this term.



2026-02-12

To: FPGA Faculty Board
 From: Yanling Wang, Associate Dean, Equity & Inclusion
 Subject: February 2026 Report

I have four items in this report.

1. Updates on the Mentorship for Racialized and Indigenous Graduate Students

The MRIGS program supports racialized and Indigenous students enrolled in graduate programs within the Faculty of Public and Global Affairs (FPGA). It provides a bridge to professional life in the federal public service by connecting students (mentees) with public servants (mentors) who offer one-on-one mentorship, professional development, networking opportunities, and individualized career guidance.

Updates as of December 2025:

85 mentees from across every graduate program within FPGA.

60 mentors from

Employer Name	Freq.	Percent	Cum.
Bank of Canada	2	3.33	3.33
Department of Justice Canada	1	1.67	5.00
Fisheries and Oceans Canada	1	1.67	6.67
Global Affairs Canada	17	28.33	35.00
Impact Assessment Agency of Canada	1	1.67	36.67
Innovation, Science and Economic Deve..	1	1.67	38.33
Justice Canada	3	5.00	43.33
Natural Resources Canada	1	1.67	45.00
Privy Council Office	1	1.67	46.67
RCMP	2	3.33	50.00
Statistics Canada	2	3.33	53.33
Transport Canada	28	46.67	100.00
Total	60	100.00	

2. FPGA Excellence Award

Each year, we honour members of our team by the Excellence Award. The application deadline this year is March 18th, 2026. There are 6 different categories.

Equity and Inclusion (1): [Equity and Inclusion Excellence Award - Faculty of Public and Global Affairs](#)

Community Engagement (1): [FPGA Community Engagement Excellence Award - Faculty of Public and Global Affairs](#)

Public Commentary (1): [Public Commentary Excellence Award - Faculty of Public and Global Affairs](#)

Research Excellence (2): [Research Excellence Award - Faculty of Public and Global Affairs](#)

Teaching Excellence (3): [Teaching Excellence Awards - Faculty of Public and Global Affairs](#)

Staff Excellence (1): [Staff Excellence Award - Faculty of Public and Global Affairs](#)

3. C.J. Scott Memorial Award in International Relations and Diplomacy (\$1,000)

Awarded annually to a Black undergraduate student entering or continuing in any degree program within the Faculty of Public and Global Affairs. Recipients must demonstrate financial need and an interest in diplomacy, political economy, international relations and/or political science. Application is required. Established in 2025 by Nadia Theodore BA/02, MA/04 in memory of her colleague and former Canadian diplomat Collette Jonelle (C.J.) Scott.

Application deadline: February 25th, 2026

More information: [C.J. Scott Memorial Award in International Relations and Diplomacy - Faculty of Public and Global Affairs](#)

4. Student EDIR Community Excellence Award (\$1,000)

This Award recognizes significant contributions by an individual student or a group of students towards equity, diversity, inclusion, and reconciliation (EDIR) in the Faculty of Public and Global Affairs (FPGA) or the broader Carleton community. One award will be given each year when warranted.

Application deadline: March 12th, 2026.

More information: [Student EDIR Community Excellence Award - Faculty of Public and Global Affairs](#)

To: FPGA Faculty Board
From: David Mendeloff, Associate Dean (Faculty Affairs)
Date: February 10, 2026

Re: **Report of the Associate Dean (Faculty Affairs)**

A few brief updates/announcements of interest to members of Faculty Board:

College of Global Studies/Kroeger College

The Board of Governors approved the establishment of the College of Global Studies on December 2. The new College will officially begin operations in Fall 2026.

The advisory Working Group on the location and governance of the new College and reconstituted Kroeger College completed its work at the end of the year. A recommendation on location is now with Interim Dean Francoli. Working Group members from each College drafted governance documents, which will be approved by the respective College Boards in the Fall.

At its meeting on Nov 7, FASS Faculty Board approved a motion to recommend moving governance of Latin American and Caribbean Studies (LACS) from the Institute of Interdisciplinary Studies in FASS to the College of Global Studies. The intention is that FASS will be closing the undergraduate programs associated with LACS (the Minor, which is already on pause, and the BGIInS specialization) for 2027-28, and FPGA will continue to support the MA Collaborative Specialization. A motion to approve this governance change is on the agenda of the February 20 Faculty Board meeting.

Academic leadership appointments

The appointment committee for the next Director of the **School of Social Work** has made a recommendation to the Dean. This is currently being finalized and should be announced shortly.

Prof. Inger Weibust from NPSIA will serve as the next coordinator of the five-Faculty **MA Collaborative Specialization in Climate Change**, succeeding Prof. Jessie Vermaire from the Institute for Environmental and Interdisciplinary Sciences and Department of Geography.

Prof. Grame Auld will serve as the acting Director of the **School of Public Policy and Administration** for 2026-27 while a process proceeds to determine the appointment of a permanent Director.

And a process will soon be underway on the appointment and/or renewal of the Simon Riesman Chair in Trade Policy and the William and Jeanie Barton Chair in International Affairs at **NPSIA**.

Tenure and Promotion Standards

With the codification of the Teaching Stream faculty ranks in the new CUASA collective agreement, all units with permanent directly-appointed faculty must now update their unit standards to include tenure and promotion criteria for teaching-stream faculty. This applies to all units, whether or not they currently have teaching-stream faculty. To that end, I organized a meeting on February 8 for chairs and directors and DTPC chairs to discuss and share information about how they are approaching the development of these standards.

Faculty Governance

Next month I will be circulating a call for nominations for FPGA Faculty Board Executive officers and faculty member representatives on the Faculty Board Executive Committee for 2026-27. Please consider putting your name forward for one of these important roles.

I have included a discussion item on the February 20 Faculty Board agenda to consider a change to our current practice of electing a Clerk. As you are aware, we have not received any nominations for this position, or the position of Faculty Board Secretary, since 2023. In light of that, I am proposing that we make the Clerk a purely administrative support position filled by an administrative staff member in the Dean's office. This is effectively how we have operated since Fall 2023, without issue, and is the current practice of the Faculty Boards of Science, Engineering and Spratt. I look forward to hearing from Faculty Board members on this issue.

University governance

With Mary Francoli taking on the role of Interim Dean, she has had to give up her seat as one of two FPGA faculty representatives on the **Senate Quality Assurance and Planning Committee (SQAPC)**. The committee is currently looking for a replacement. If you are a current or former Chair or Director, have served as a program supervisor/coordinator/director, chaired or served on your unit's curriculum committee, or have been involved in your unit's Cyclical Program Review, you are well qualified to serve on this committee! Please consider putting your name forward. Contact me if you are interested or for more information about the committee.

February 10, 2026

To: FPGA Faculty Board

From: David Mendeloff, Interim Faculty Board Secretary

Re: Proposed change to Faculty Board governance and notice of motion to amend the constitution

FPGA Faculty Board currently has two elected Executive Officer positions (Secretary and Clerk) and up to two elected positions on Faculty Board Executive for faculty members. For several years now faculty colleagues have expressed little to no interest in serving in these important roles. As per the [FPGA Faculty Board Constitution](#), when these positions are vacant, Faculty Board Executive may appoint someone on an interim basis to serve until the next election. The expectation is that this practice is an exception, rather than a rule.

Given the ongoing difficulties in recruiting nominees for these positions, I would like to propose that **Faculty Board eliminate the Clerk as an elected position and instead designate it as a purely administrative support position filled by an administrative staff member in the Dean's Office**. This is how we have operated since Fall 2023, without issue, and is the current practice followed by the Faculty Boards of Science, Spratt and Engineering. The [Academic Governance of the University \(AGU\) policy](#) does not explicitly require Faculty Boards to have a Clerk position.

The Clerk is responsible for recording the proceedings of Faculty Board and Faculty Board Executive meetings, recording attendance at meetings and ensuring quorum is met, assisting the Secretary with communication and distribution of meeting materials and with technical aspects of administering elections.

I invite Faculty Board members to share their views on this proposal at our meeting on February 20. If there is no significant opposition to this proposed change, a formal motion to amend the constitution and bylaws will be presented at the April 10 Faculty Board meeting. The proposed changes to the constitution and bylaws are attached for your consideration.

Attachment: FPGA Faculty Board Constitution Draft Feb 2026.pdf
FPGA Faculty Board Bylaws Draft Feb 2026.pdf

CARLETON UNIVERSITY

CONSTITUTION
of
THE FACULTY OF PUBLIC AND GLOBAL AFFAIRS
FACULTY BOARD

I. Description of the Faculty of Public and Global Affairs Faculty Board

- I.1 The plenary organ of the Faculty of Public and Global Affairs (“FPGA”) shall be the Faculty of Public and Global Affairs Faculty Board (“Faculty Board”).
- I.2 Faculty Board shall serve as a forum for discussion and decision on academic concerns related to the students and programs within the Faculty of Public and Global Affairs and that fall within the purview and authority of Faculty Boards as defined by the [Academic Governance of the University policy \(the “AGU”\)](#) and described in Art. III below.
- I.3 Wherever this Constitution refers to “units of the Faculty,” it shall mean those departments, schools, institutes and colleges identified in the AGU as being recognized by the Carleton University Senate as the component academic units of the Faculty of Public and Global Affairs.

II. Composition and Structure

II.1 Membership

- (a) In accordance with the AGU, membership of FPGA Faculty Board shall consist of the following persons *ex officio*, all as voting members:
- (i) The Dean of the Faculty of Public and Global Affairs;
 - (ii) All full-time faculty members as defined in paragraph 3.3.2 of the AGU with at least 50% appointment within the Faculty of Public and Global Affairs.
 - (iii) Those students who are elected or appointed members of departmental, school, college and institute boards of all units of the Faculty of Public and Global Affairs. Undergraduate student members shall normally be elected or appointed by the Carleton Academic

Student Government (CASG). Graduate student members shall normally be elected or appointed by the student associations of their unit or program of study.

(b) One representative of the Faculty of Arts and Social Sciences (FASS) as non-voting member, appointed by the Secretary of FASS Faculty Board.

~~(b)~~(c) An administrative staff member as a non-voting member, appointed by the Office of the Dean to serve as Clerk.

II.2. Executive Officers

(a) The Secretary of Faculty Board

(i) Pursuant to the provisions of Clause II.3 below, Faculty Board shall elect one of its voting faculty members as Secretary for a term of three years beginning on the first day of July next following the election.

(ii) The duties of the Secretary shall consist of:

- (1) calling and chairing meetings of Faculty Board and of the Executive Committee;
- (2) representing the Faculty as a member of the University Senate, and reporting recommendations of Faculty Board to Senate;
- (3) reporting relevant proceedings of Senate to Faculty Board;
- (4) serving as electoral officer of Faculty Board;
- (5) such other duties as may be assigned to the Secretary by this Constitution or resolutions of Faculty Board.

(b) The Clerk of Faculty Board

~~(i) Pursuant to the provisions of Clause II.3 below, Faculty Board shall elect one of its voting faculty members as Clerk for a term of three years beginning on the first day of July next following the election.~~

~~(ii)~~(i) The duties of the Clerk shall consist of:

- (1) giving notice of and recording the proceedings of Faculty Board meetings and keeping the attendance roll;
- (2) giving notice of and recording proceedings of Executive Committee meetings;
- ~~(3) carrying out the duties of the Secretary of Faculty Board in the Secretary's absence;~~

~~(4)~~(3) such other duties as may be assigned to the Clerk by this Constitution or resolutions of Faculty Board.

II.3 Elections

- (a) Election of Secretary ~~and Clerk~~ of Faculty Board
 - (i) Except as otherwise provided for in valid University or Senate documents, the election of the Secretary ~~and the Clerk~~ of Faculty Board shall take place during April at a properly-constituted meeting of Faculty Board. Alternatively, the Executive Committee may call for an electronic poll to be conducted during April over a designated voting period established by the Executive Committee. In either case the election shall be conducted in accordance with the procedures prescribed in the Faculty Board Bylaws.
 - (ii) The office of Secretary ~~or Clerk (as the case may be)~~ shall be deemed to be vacated should the incumbent be absent from the University for longer than six consecutive months.
 - (iii) Should the office of Secretary ~~or Clerk (as the case may be)~~ become vacant for any reason whatsoever, then the remaining members of the Executive Committee shall appoint another faculty member of Faculty Board to serve in that office until a replacement is elected. Such election shall be held in the April next following the creation of the vacancy.
- (b) Election of Faculty Members to Committees of Faculty Board
 - (i) Except as otherwise provided for in valid University or Senate documents, wherever in this Constitution it is provided that faculty members shall be elected to committees of Faculty Board, then such election shall take place during April at a properly-constituted meeting of Faculty Board. Alternatively, the Executive Committee may call for an electronic poll to be conducted during April over a designated voting period established by the Executive Committee. In either case, the election. In either case the election shall be conducted in accordance with the procedures prescribed in the Faculty Board Bylaws.
 - (ii) Any elected faculty member of a committee of Faculty Board shall be deemed to have vacated the position should the incumbent be absent from the University for longer than six consecutive months.

- (iii) Should a vacancy occur for any reason whatsoever in any elected faculty member position on a committee of Faculty Board, then the remaining members of that committee shall appoint another faculty member to serve in that position until a replacement is elected in accordance with the procedures prescribed in the Faculty Board Bylaws. Such election shall be held in the April next following the creation of the vacancy.
- (c) Election of Students to Committees of Faculty Board
- (i) Wherever in this Constitution it is provided that FPGA students shall be represented on committees of Faculty Board, those students shall be elected or appointed by their respective representative student government body – the Carleton Student Government Association (CASG) or Graduate Student Association (GSA) – as required, according to its own procedures.
 - (ii) Any elected or appointed student member of a committee of Faculty Board shall be deemed to have vacated the position should the incumbent be absent from the University for longer than six consecutive months.
 - (iii) Should a vacancy occur for any reason whatsoever in any elected student position on a committee of Faculty Board, then the remaining members of that committee shall appoint another student to serve in that position until a replacement is elected or appointed. Such election or formal appointment by the relevant representative student government body shall take place according to its own procedures as soon as possible following a declared vacancy.

III. Faculty Board Responsibilities

- III.1 As established by the AGU, unless otherwise determined by Senate, the Faculty Board shall:
- (a) consider and make recommendations to Senate on new and revised academic degrees, certificates, diploma programs and courses administered by the units constituting the Faculty of Public and Global Affairs;
 - (b) consider and make recommendations to Senate on new and revised academic regulations as they affect the degree, certificate, diploma programs and courses administered by the units constituting the Faculty of Public and Global Affairs;

- (c) consider and make recommendations to Senate on the establishment, deletion, renaming or reorganization of units responsible for the delivery of academic programs in the Faculty of Public and Global Affairs; and
- (d) review and affirm the recommendations of the University and Graduate Registrars for the awarding of degrees, certificates and diplomas that fall within its purview;

III.2 In addition to those responsibilities delegated to Faculty Board by Senate as described in Article III.1 above, the Faculty Board shall:

- (a) receive and consider recommendations to Senate respecting academic matters from the units constituting the Faculty of Public and Global Affairs;
- (b) make such recommendations to the Dean of the Faculty or to Senate as the Board may deem proper for achieving the objects and purposes of the University.

IV. Faculty Board Meetings and Procedures

IV.1 Chair

The Secretary serves as Chair of Faculty Board. In the absence of the Secretary, ~~the Clerk serves as Chair. If both the Secretary and Clerk are absent, then~~ Faculty Board will elect one of its faculty members to serve as Chair.

IV.2 Meetings

- (a) Meetings of Faculty Board shall be conducted in accordance with Robert's Rules of Order and Procedure (to the extent that those Rules are not inconsistent with this Constitution) and such bylaws as may be adopted by Faculty Board.
- (b) The Faculty Board shall meet at the call of its Executive Committee no less than once per academic term and no later than November 30 of the Fall term, and April 30 of the Winter term. Extraordinary meetings of the Board may be called by the Executive Committee or within 15 working days of the written request of 12 of its voting members.
- (c) Except as may otherwise be determined by Faculty Board, meetings of Faculty Board shall be open to all members of the Carleton University community. Faculty Board may, on 48 hours' notice, close a meeting or part of a meeting to

any or all categories of spectators in accordance with the provisions of the AGU. Student members of Faculty Board shall not participate in any closed parts of meetings or when individual student cases are discussed.

(d) Quorum

- (i) A quorum at all meetings of Faculty Board shall consist of 15 voting members of the Board including at least one member from at least 5 units, provided that a majority of those in attendance at any meeting of the Board shall be faculty members of FPGA units.
- (ii) If the provisions of Article IV.2(d)(i) are not met, the Chair may delay the start of proceedings by up to 30 minutes. If at that time quorum is not met, the meeting shall be cancelled and all business postponed to the next regularly scheduled meeting or extraordinary meeting, as per Article IV.2(b) above.
- (iii) If a quorum is present when the Chair calls the meeting to order, the quorum is presumed to continue until adjournment. If, in the course of the meeting, quorum is challenged and it is ascertained that a quorum is no longer present, the meeting shall be adjourned.
- (iv) In order to ensure quorum is met, by October 1 of each year, each Chair or Director of an FPGA unit, and each Co-Director in the School of Journalism and Communication, shall provide to the Clerk of Faculty Board the names of two faculty members in their unit who have been given as part of their normal duties attendance at Faculty Board Meetings.

(e) Voting

- (i) Voting shall be by show of hands unless some other method is decided upon by motion. In the case of elections, voting shall be by secret ballot wherever there are more nominees than places. In cases where the number of nominees is equal to or less than the number of elected positions, nominees shall be approved by acclamation without a formal vote.
- (ii) In order to vote, a member of Faculty Board must be present. Proxy votes are not allowed. Individuals formally appointed into an Acting position that carries an *ex officio* voting membership may participate in Faculty Board as voting members, unless they are already a voting member. (A member may only have one vote on each motion.)

- (f) Notice
 - (i) Except as otherwise provided for in this Constitution, notices of meetings with agenda and all relevant documentation shall be circulated to members of Faculty Board not less than 5 working days in advance of its meetings.
 - (ii) Notice of motion for main motions shall be provided to the Clerk Secretary not less than 10 working days in advance of the relevant scheduled Faculty Board meeting.
 - (iii) In exceptional cases notice of motion may be waived only if those conditions as described in Rule 6 of the Senate Rules of Order are met. These are: The motion has been received by the Clerk at or before the start of the meeting; the motion responds to circumstances that developed after the date for proper notice; the action specified in the motion cannot be delayed to permit consideration at the next meeting of Faculty Board; the motion addresses an issue of importance to the Faculty or University; a 2/3 majority of those present agrees to waive the requirement for notice after hearing the motion read.
- (g) After approval by Faculty Board, the minutes of each Faculty Board meeting shall be posted by the Office of the Dean of the Faculty of Public and Global Affairs on the internal website (intranet) of the Faculty of Public and Global Affairs. The records of all prior meetings shall be permanently maintained on the internal website (intranet).

V. Committees of the Faculty Board

V.1 Standing Committees

(a) Executive Committee

The Executive Committee shall consist of:

- (i) the Dean, the Associate Deans, the Assistant Deans, the Secretary of Faculty Board ~~and the Clerk of Faculty Board~~, as *ex officio* members;
- (ii) one FPGA undergraduate student selected by the Carleton Academic Student Government (CASG) pursuant to the provisions of Clause II.3 above for a one-year term beginning immediately upon their selection;

(iii) one FPGA graduate student selected by the Graduate Student Association (GSA) pursuant to the provisions of Clause II.3 above for a one-year term beginning immediately upon their selection; and

(iv) as many as two FPGA faculty members elected by Faculty Board pursuant to the provisions of Clause II.3 above for a one-year term beginning on the first day of July next following the election.

~~(iv)~~(v) The Clerk of Faculty Board as non-voting resource.

(b) Undergraduate Curriculum Committee (UCC)

The Undergraduate Curriculum Committee shall consist of:

(i) the undergraduate degree program coordinators from each of the units of the Faculty;

(ii) the Associate Dean with responsibility for undergraduate academic affairs in the Faculty and the Secretary of Faculty Board, as *ex officio* members;

(iii) one FPGA undergraduate student appointed or elected pursuant to the provisions of Clause II.3 above for a one-year term beginning immediately upon their selection;

(iv) the University Registrar (or the Registrar's designate) as *ex officio* non-voting member; and

(v) the Undergraduate Curriculum and Calendar Officer in a non-voting capacity to serve as a resource for the Committee.

(c) Graduate Curriculum Committee (GCC)

The Graduate Curriculum Committee (GCC) shall consist of:

(i) one graduate program coordinator from each of the units of the Faculty, except for the School of Journalism and Communication, which shall be represented by one graduate program coordinator from Communication and Media Studies and one from Journalism;

(ii) the Associate Dean with responsibility for graduate academic affairs in the Faculty and the Secretary of Faculty Board, as *ex officio* members;

- (iii) one FPGA graduate student appointed or elected pursuant to the provisions of Clause II.3 above for a one-year term beginning immediately following their selection;
- (iv) the Graduate Registrar (or the Registrar's designate) as *ex officio* non-voting member; and
- (v) the Graduate Curriculum and Calendar Officer in a non-voting capacity to serve as a resource for the Committee.

(d) Research Committee

The Research Committee shall consist of:

- (i) the Dean and the Associate Dean with responsibility for research in the Faculty;
- (ii) no more than five (5) faculty members from units of the Faculty, chosen by the Dean and Associate Dean with responsibility for research in the Faculty in consultation with Chairs and Directors; and
- (iii) such other members of the Faculty as may be invited to participate by the Chair of the Committee.

(e) Joint Committee on Admissions and Studies (JCAS)

The Joint Committee on Admissions and Studies shall consist of:

- (i) four faculty members, two from the Faculty of Arts and Social Sciences (as defined in its Constitution) and two from the Faculty of Public and Global Affairs appointed by the Executive Committee of the appropriate Faculty Boards, to serve a three-year term, renewable;
- (ii) two alternate faculty members, one from each Faculty Board, appointed by the appropriate Faculty Board Executive Committees for a three-year period, who will be called upon to replace regular members who are unable to attend;
- (iii) one Admissions Officer and one representative from the Registrar's Office as *ex officio* non-voting members.
- (iv) Terms of Office will normally commence July 1st.

V.2 *Ad Hoc* Committees

- (a) Faculty Board shall be entitled to establish such other standing or *ad hoc* committees as it sees fit, to determine the composition and terms of reference of such committees, and to appoint the initial members of such committees, provided that
 - (i) no such committee shall remain a committee of Faculty Board for more than two years from the date of the meeting of Faculty Board at which it was established unless its composition are incorporated in this Constitution; and
 - (ii) all elections subsequently necessary to fill positions on such committees are held pursuant to the provisions of Clause II.3 above.

VI. **Bylaws and Constitutional Amendments**

VI.1 Bylaws of Faculty Board

- (a) Bylaws of Faculty Board shall be adopted by a simple majority of the votes cast at a duly-constituted meeting of Faculty Board at which a quorum is present.
- (b) Notice of proposed amendment, repeal or adoption of bylaws must be given in writing not less than 30 days prior to the meeting at which those proposals are intended to be considered.

VI.2 Constitutional Amendments and Review

- (a) This Constitution may be adopted or amended by a vote of 2/3 of the votes cast at a duly-constituted meeting of the Faculty Board at which a quorum is present.
- (b) Notice of proposed constitutional amendments must be given in writing not less than 30 days prior to the meeting at which those proposals are intended to be considered.
- (c) The Constitution shall be reviewed by Executive Committee no less than every five years

Adopted by Faculty Board: 20256/02XX/10XX

Approved by Senate: 20256/02XX/28XX

Next Review: 2030/02

History of Adoption and Amendments

Approved at *proforma* Faculty Board meeting 97/1/31

Amended 98/12/03 (Article III.2 and IVA – establishing Joint BA Curriculum Committee)

Amended 2000/03/07 (Article I.2 adding Institute of Criminology and Criminal Justice)

Amended 2005//04/27 (Modifications to Article IV and IVA to direct undergraduate course and program proposal changes from PAM BA units to the PAM APCC, and modifying the structure and mandate of the Joint BA Curriculum committee)

Amended 2005/10/20 (Modifications to Article IV – structure and mandate of Joint Committee on Admissions and Studies)

Amended 2006/04/24 (Change of name to Faculty of Public Affairs, new preamble, creation of standing Research Committee, modifying election procedures and consequential amendments)

Amended 2007/03/08 (Changing name of Institute of European and Russian Studies to Institute of European, Russian and Eurasian Studies)

Amended 2011/12/07 (full revision)

Amended 2019/11/14 (Amended article I.7 to remove exclusion of designated Faculty Board unit representatives from serving on Executive Committee)

Amended 2023/04/06 (Amended Article III.2 to change name of APCC to Undergraduate Curriculum Committee; added Graduate Program Committee as Article III.3 and renumbered subsequent sub-articles; amended Article III.5.2 to update membership of Committee of Chairs and Directors; amended Article III.8.iii to update membership of Computing Committee; various minor edits for grammar and style.)

Amended 2023/11/27 (full revision)

Amended 2025/02/10 (full revision in accordance with new Senate template and SAGC review.)

[Amended 2026/XX/XX \(removal of Clerk as elected position\).](#)

**BYLAWS
of
THE FACULTY OF PUBLIC AND GLOBAL AFFAIRS
FACULTY BOARD**

I. Election Procedures

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I. Election Procedures

I.1 Election of Secretary ~~and Clerk~~ of Faculty Board

(a) Timing

In accordance with the Constitution of the Faculty of Public and Global Affairs Faculty Board (“the Constitution”), the election of the Secretary ~~and the Clerk~~ of Faculty Board shall take place during April at a properly constituted meeting of Faculty Board (the “Meeting”). Alternatively, the Executive Committee may call for an electronic vote (“E-Poll”) to be conducted during April over a designated voting period (“Voting Period”) established by the Executive Committee. In either case, the election shall be conducted in accordance with the procedures outlined below.

(b) Nomination procedures

- (1) Not less than 4 (four) weeks prior to the Meeting or Voting Period (as the case may be), the Secretary shall circulate to members of Faculty Board a call for nominations of FPGA faculty members to be received by the Clerk of Faculty Board not later than 2 (two) weeks prior to the Meeting or Voting Period.
- (2) All nominations shall be signed by one FPGA faculty member and the nominee.
- (3) The Executive Committee shall circulate a list of those who are properly nominated with notice of the Meeting or, in the case of an E-Poll, not less than 5 (five) working days in advance of the Voting Period.

(c) Elections

- (1) The Secretary ~~and the Clerk~~ shall be elected from among the nominees listed pursuant to paragraph I.1(b)(3) above by a simple majority of the votes cast at the Meeting, or by E-Poll.
- (2) Pursuant to the Constitution, voting shall be by secret ballot in cases wherever there are more nominees than positions.
- (3) In cases where the number of nominees is equal to or less than the number of elected positions, nominees shall be approved by acclamation of Faculty Board without a formal vote.

(d) Vacancies

- (1) Should the office of Secretary ~~or Clerk (as the case may be)~~ become vacant, as defined by the Constitution, then the remaining members of the Executive Committee shall appoint another FPGA faculty member to

serve in that office until a replacement is elected in accordance with the provisions outlined above.

- (2) Such election shall be held in the April next following the creation of the vacancy.

I.2 Election of Faculty Members to Committees of Faculty Board

(a) Timing

In accordance with the Constitution, wherever it is provided that faculty members of committees of Faculty Board shall be elected, then such election shall take place during April at a properly constituted meeting of Faculty Board (the "Meeting"). Alternatively, the Executive Committee may call for an electronic vote ("E-Poll") to be conducted during April over a designated voting period ("Voting Period") established by the Executive Committee. In either case, the election shall be conducted in accordance with the following procedures:

(b) Nomination procedures

- (1) Not less than 4 (four) weeks prior to the Meeting or the E-Poll (as the case may be), the Secretary shall circulate to members of Faculty Board a call for nominations of FPGA faculty members to be received by the Clerk of Faculty Board not later than 2 (two) weeks prior to the Meeting or Voting Period.
- (2) All nominations shall be signed by one FPGA faculty member and the nominee.
- (3) The Executive Committee shall circulate a list of nominees to elected faculty member positions on committees of Faculty Board with notice of the Meeting, or, in the case of an E-Poll, not less than 5 working days in advance of the Voting Period.

(c) Elections

- (1) Faculty member positions on committees of Faculty Board shall be elected from among the nominees listed pursuant to paragraph I.2(b)(3) by a simple majority of the votes cast at the Meeting or by E-Poll.
- (2) Pursuant to the Constitution, voting shall be by secret ballot in cases wherever there are more nominees than positions.
- (3) In cases where the number of nominees is equal to or less than the number of elected positions, nominees shall be approved by acclamation of Faculty Board without a formal vote.

(d) Vacancies

- (1) Should a vacancy as defined by the Constitution occur for any reason whatsoever in any elected faculty member position on a committee of Faculty Board, then the remaining members of that committee shall appoint another member to serve in that position until a replacement is elected in accordance with paragraphs 1.2(b) and (c) above.
- (2) Such election shall be held in the April next following the creation of the vacancy.

II. Terms of Reference and Procedures for Standing Committees

II.1 Executive Committee

(a) Membership

As established by the Constitution, the Executive Committee shall consist of:

- (1) the Dean, the Associate Deans, the Assistant Deans, and the Secretary of Faculty Board ~~and the Clerk of Faculty Board~~, as *ex officio* members;
- (2) one FPGA undergraduate student selected by the Carleton Academic Student Government (CASG) pursuant to Clause II.3 of the Constitution for a one-year term beginning immediately upon their selection;
- (3) one FPGA graduate student selected by the Graduate Student Association (GSA) pursuant to Clause II.3 of the Constitution for a one-year term beginning immediately upon their selection; and
- (4) as many as two FPGA faculty members elected by Faculty Board pursuant to Clause II.3 of the Constitution for a one-year term beginning on the first day of July next following the election.

~~(4)~~(5) [The Clerk of Faculty Board as non-voting resource.](#)

(b) Responsibilities

The Committee shall:

- (1) call meetings of Faculty Board;
- (2) establish annually prior to the start of the academic year the dates for Faculty Board meetings for the upcoming academic year;
- (3) call for any extraordinary meetings of Faculty Board as may be deemed necessary by the Executive Committee;
- (4) plan the forthcoming business of Faculty Board and arrange the agenda of its meetings;

- (5) oversee the election of Secretary, ~~Clerk~~ and the elected faculty members of committees of Faculty Board pursuant to Clause II.3 of the Constitution;
- (6) act on behalf of Faculty Board between meetings of Faculty Board;
- (7) report all decisions taken by the Committee under paragraph (f) above to Faculty Board at its next regularly called meeting.

(c) Meetings and Procedures

- (1) The Secretary of Faculty Board shall act as Chair of the Executive Committee.
- (2) The Executive Committee shall meet at the call of the Secretary as required to carry out its responsibilities.
- (3) Meetings of the Executive Committee shall be closed to everyone other than members of the Executive Committee and those invited to attend at the request of the Executive Committee.
- (4) Quorum shall be 50% of Executive Committee members.
- (5) A record of all decisions shall be recorded by the Clerk, or in the Clerk's absence, by a member appointed by the Executive Committee.

II.2 Undergraduate Curriculum Committee (UCC)

(a) Membership

As established by the Constitution, the Undergraduate Curriculum Committee (UCC) shall consist of:

- (1) the undergraduate degree program coordinators from each unit of the Faculty as described in Article I of the Constitution;
- (2) the Associate Dean with responsibility for undergraduate academic affairs in the Faculty and the Secretary of Faculty Board, as *ex officio* members;
- (3) one FPGA undergraduate student appointed or elected by CASG as per Clause II.3 of the Constitution for a one-year term beginning immediately upon their selection;
- (4) the University Registrar (or the Registrar's designate) as *ex officio* (non-voting) member; and
- (5) the Undergraduate Curriculum and Calendar Officer in a non-voting capacity to serve as a resource for the Committee.

(b) Responsibilities

The Committee shall:

- (1) receive, review and initiate recommendations to Faculty Board for new and revised undergraduate degree, certificate, and diploma programs and courses administered by the units of the Faculty;
- (2) receive, review and initiate recommendations to Faculty Board concerning general or Faculty regulations in the undergraduate Calendar, specifically those governing admission, registration, examinations, academic standing, promotion and graduation;
- (3) review and comment on all proposed regulations originating outside the Committee that affect the academic progress of undergraduates in the Faculty;
- (4) consult with other Faculties concerning combined and cross-Faculty undergraduate programs or regulations affecting students in the Faculty; and
- (5) in consultation with the Secretary of Faculty Board, the UCC Chair shall annually establish a date by which all units of the Faculty must submit recommendations to the Committee for Calendar changes governing their undergraduate programs and courses for the following academic year.

(c) Meetings and Procedures

- (1) The Associate Dean (Academic) shall chair the Committee.
- (2) The Committee shall meet at the call of its Chair as required to carry out its responsibilities.
- (3) Meetings of the Committee shall be closed to everyone other than members of the Committee and those invited to attend at the request of the Committee.
- (4) Quorum shall be 50% of voting members.
- (5) The chair shall ensure that a record of committee decisions is maintained.

II.3 Graduate Curriculum Committee (GCC)

(a) Membership

As established by the Constitution, the Graduate Curriculum Committee (GCC) shall consist of:

- (1) one graduate program coordinator from each unit of the Faculty, as described in Article I of the Constitution, except for the School of Journalism and Communication, which shall be represented by one graduate program coordinator from Communication and Media Studies and one from Journalism;
- (2) the Associate Dean with responsibility for graduate academic affairs in the Faculty and the Secretary of Faculty Board, as *ex officio* members;
- (3) one FPGA graduate student appointed or elected by GSA as per Clause II.3 of the Constitution for a one-year term beginning immediately upon their selection;
- (4) the Graduate Registrar (or the Registrar's designate) as *ex officio* (non-voting) member; and
- (5) the Graduate Curriculum and Calendar Officer in a non-voting capacity to serve as a resource for the Committee.

(b) Responsibilities

The Committee shall:

- (1) receive, review and initiate recommendations to Faculty Board for new and revised graduate degree, certificate, and diploma programs and courses administered by the units of the Faculty;
- (2) receive, review and initiate recommendations to Faculty Board concerning general or Faculty regulations in the graduate Calendar, specifically those governing admission, registration, examinations, academic standing, promotion and graduation;
- (3) review and comment on all proposed regulations originating outside the Committee that affect the academic progress of graduate students in the Faculty;
- (4) consult with other Faculties concerning cross-Faculty graduate programs or regulations affecting students in the Faculty; and
- (5) in consultation with the Secretary of Faculty Board, the GCC Chair shall annually establish a date by which all units of the Faculty must submit recommendations to the Committee for Calendar changes governing their graduate programs and courses for the following academic year.

(c) Meetings and Procedures

- (1) The Associate Dean (Academic) shall chair the Committee.
- (2) The Committee shall meet at the call of its Chair as required to carry out its responsibilities.

- (3) Meetings of the Committee shall be closed to everyone other than members of the Committee and those invited to attend at the request of the Committee.
- (4) Quorum shall be 50% of voting members.
- (5) The chair shall ensure that a record of committee decisions is maintained.

II.4. Research Committee

(a) Membership

As established by the Constitution, the Research Committee shall consist of:

- (1) the Dean and the Associate Dean with responsibility for research in the Faculty
- (2) no more than five (5) faculty members from units of the Faculty (as described in Article I of the Constitution), chosen by the Dean and Associate Dean in consultation with Chairs and Directors. The composition of the committee shall be diverse and broadly representative, taking into consideration the breadth of faculty research areas and approaches, academic rank, and other priorities and commitments; and
- (3) such other members of the Faculty as may be invited to participate by the Chair of the Committee.

(b) Responsibilities

The Research Committee shall:

- (1) consider issues related to the support, encouragement and promotion of research in the Faculty, and to make recommendations as it considers appropriate; and
- (2) report to Faculty Board through the Chair of the Committee.

(c) Meetings and Procedures

- (1) The Associate Dean shall act as Chair.
- (2) The Committee shall meet at the call of the Chair as required.
- (3) The chair shall ensure that a summary record of committee meetings is maintained.

II.5 Joint Committee on Admissions and Studies (JCAS)

(a) Membership

As established by the Constitution, the Joint Committee on Admissions and Studies (JCAS) shall consist of:

- (1) four faculty members, two from the Faculty of Arts and Social Sciences (as defined in its Constitution) and two from the Faculty of Public and Global Affairs appointed by the Executive Committee of the appropriate Faculty Boards, to serve a three-year term, renewable;
- (2) two alternate faculty members, one from each Faculty Board, appointed by the appropriate Faculty Board Executive Committees for a three-year period, who will be called upon to replace regular members who are unable to attend;
- (3) one Admissions Officer and one representative from the Registrar's Office as *ex officio* non-voting members.
- (4) Terms of Office will normally commence July 1.

(b) Responsibilities

The Joint Committee on Admissions and Studies shall:

- (1) hear and decide petitions and appeals concerning the interpretation of, exceptions to, or administrative application of academic regulations affecting the admission and academic progression and graduation of students registered in undergraduate programs in either the Faculty of Arts and Social Sciences, the Faculty of Public and Global Affairs, or both;
- (2) actively monitor the admissions and academic regulations specific to undergraduate programs in either the Faculty of Arts and Social Sciences, the Faculty of Public and Global Affairs, or both, and make recommendations to the relevant Faculty Boards regarding regulatory change when needed;
- (3) prior to the start of each Fall term submit to both Faculty Boards a report on its activities covering the prior academic year.

(c) Meetings and Procedures

- (1) The JCAS shall select a Chair from among its members for a two-year term. The position of Chair shall alternate between the two Faculties.
- (2) The JCAS shall meet as required to consider petitions in a timely fashion.
- (3) Quorum shall be the Chair and two faculty representatives.

- (4) The Admissions Officer representative shall maintain a record of all meetings and committee decisions.

Adopted by Faculty Board: ~~February 10~~XXXX, 20256

To: FPGA Faculty Board
From: David Mendeloff, Chair, FPGA Faculty Board Executive Committee
Date: February 10, 2026

Re: **Report of the Faculty Board Executive Committee**

The Executive Committee conducted the following business since the last Faculty Board meeting on October 3, 2025:

February Faculty Board Agenda

The Executive Committee reviewed the February Faculty Board agenda via email on February 9-10, 2026 and approved the agenda by unanimous consent (Motion by Y. Wang/V. Bhatia).