



Carleton University acknowledges and respects the Algonquin people, traditional custodian of the land on which the Carleton University campus is situated.

**Carleton University Senate
Meeting of June 2, 2017 at 2:00 p.m.
Senate Room, 608 Robertson Hall**

MINUTES

Present: (R. Dansereau - proxy for F. Afagh), S. Ajila, F. Alhattab, A. Arya, A. Bellerive, S. Blanchard, A. Bowker, D. Buss, M. Butler, C. Carruthers, A. Chandler, (R. Mann - proxy for W. Clement), J. Coghill, J. Debanné, D. Deugo, A. Dodge, C. Duff, M. Esponda, K. Evans, S. Field, T. Garvey, R. Gorelick, R. Goubran, N. Grasse, J. Hayes, R. Hoey, F. Hosseinian, B. Hughes, O. Javanpour, E. Kwan, E. Lai, M. Martinov, C. Miller, H. Nemiroff, M. Neufang, B. Ormeci, D. Owusu-Akyeeah, M. Pelletier, M. Piché, A. Plourde, P. Ricketts, R. Runte, D. Russell, J. Shepherd, E. Sloan, C. Smelser, J. Smith, M. Sucharov, S. Sur, N. Tait, J. Tomberlin, P. Watzlawik-Li, F. Webster, J. Wolfart

Regrets: F. Afagh, K. Bahir, L. Callaghan, C. Chi, A. Christianson, W. Clement, C. Cruickshank, J. Dalphy, A. Diptee, M. El-Tanany, W. Felepchuk, C. Feres, C. Fong, A. Forth, P. Gentile, W. Horn, D. Howe, W. Jones, K. Karim, A. Loiselle, D. Long, A. Maheshwari, J. Miller, K. O'Meara, C. Parrott, J. Paulson, J. Stoner, S. Taylor, P. Thompson, P. Wolff, C. Wong

Open Session:

1. Welcome

The Chair welcomed everyone to the open session.

2. Approval of Agenda (open)

It was **MOVED** (Hoey, Neufang) that Senate approve the agenda of the meeting of June 2, 2017

The motion **PASSED UNANIMOUSLY.**

Chair noted that J. Shepherd would address an issue arising from the minutes of the April 28 meeting.

3. Approval of Minutes

- April 28, 2017 (OPEN)

J. Shepherd reported on measures CUCQA has undertaken to increase gender parity on the committee. Moving forward, L. Dyke will be Chair and Patrice Smith will replace Bob Burke on the committee.

It was **MOVED** (Tomberlin, Shepherd) that Senate approve the minutes of the meeting of April 28, 2017 and ratify the revised CUCQA committee membership.

The motion **PASSED UNANIMOUSLY**.

4. Chair's Remarks

This will be the last Senate meeting for Peter Ricketts, John Shepherd, Andre Loiselle, and Malcolm Butler. The Chair thanked all for their service to Carleton. J. Tomberlin reminded the Senate that this would be President Runte's last Senate meeting as well. On behalf of the Senate, he wished President Runte all the best in her exciting new opportunities, and thanked her for all she has done for Carleton.

5. Discussion Period: Financial Overview (Michel Piché)

Discussion ensued around issues of research funding and graduate student spaces.

It was noted that some external research funders require a contribution from the University. As a result, a special fund has been set up to be used when matching funds are required.

Some members also observed that if external funding levels do not increase, the university will need to become more efficient by considering ways of reducing costs.

6. Senate Administration (Clerk)

- a) Senate Membership
- b) Committee Membership

The Senate Clerk reported that they are working to fill senate and committee memberships. One member asked for clarification on the process for finding members. The Clerk responded that presidents of CASG and GSA are generally contacted for student nominations. For Faculty positions, Deans are consulted. The Clerk concluded by asking any members interested in serving on committees to step forward.

c) Empowering Motion

Motion: That Senate approve the Executive be empowered to act for Senate on urgent items of regular business during the months of June, July, and August; notice of any meetings of the Executive held under this authority (except those called for the purposes of the Executive dealing with its own regular business) must be given to all members of Senate who may attend and participate; any action taken under this authority is to be reported to Senate at the first meeting of Senate in September 2016 for information and consent.

It was **MOVED** (Russell, Shepherd) that Senate approve the Empowering Motion. The motion **PASSED UNANIMOUSLY**.

7. Committee Reports

a. SAPC

Motion 1: **THAT** Senate approve the Dual Master's Degree Policy. (Ricketts, Neufang). The motion **PASSED**.

Motion 2: **THAT** Senate approve the revised Cotutelle Policy. M. Neufang noted that there would be a few changes to this policy to streamline language and to reduce the examining board by one member in order to facilitate the process.

(Ricketts, Neufang). The motion **PASSED UNANIMOUSLY**.

b. SCCASP

i. Unusable Credits and the BA Degree

Motion 1: **THAT** Senate approve the elimination of Credits Not in the Major for all combined BA honours programs with effect from 2017-2018. (Shepherd, Nemiroff) The motion **PASSED UNANIMOUSLY**.

Motion 2: **THAT** Senate approve the reduction in the number of Credits Not in the Major required for all BA General programs from seven to six with effect from 2017-2018. (Nemiroff, Shepherd) The motion **PASSED UNANIMOUSLY**.

Motion 3: **THAT** Senate endorse in principle the following recommendations:

THAT mandatory advising be put in place for students changing majors in the BA degree more than once

THAT students may only change major in the BA degree if they have taken a minimum of one course in the major into which they are transferring

THAT 'early warning advising' be instituted for students who's CGPAs early in their honours program suggest that subsequent transfer to the related general program is a possibility because of their Academic Performance Evaluations

THAT all BA program descriptions in the Undergraduate Calendar have embedded explicitly within them all the University and Degree Rules and Regulations pertaining to that program

THAT mandatory advising be put in place for students in all BA programs who do not fulfill the BA Degree Breadth Requirements as part of the first ten credits completed.

(Shepherd, Nemiroff) The motion **PASSED UNANIMOUSLY**

ii. Dual Masters Degree Policy

Motion 1: **That** Senate approve the new General Regulation 7.13 in the Graduate Calendar (Nemiroff, Hoey) The motion **PASSED**.

iii. Course Prospectus

Motion 1: **That** Senate approve the proposed changes to General Regulation 2.2, The Course Outline, with effect from 2018-2019, as presented. (Nemiroff, Russell)

Discussion: In discussions at individual Chairs/Directors meetings, there have been many questions about course outline proposal highlighting issues concerning, the information that needs to be provided, the potential confusion that could arise with multiple versions, consistency across calendars and platforms, and the accuracy of information if it is written too far in advance of the course offering.

Additional discussion at senate focused on the role of the course outline as part of the contractual agreement between the student and the university. One member asked if there is a provision in the current policy dealing with enforcing compliance. Enforcing compliance can always be raised with the Dean, but currently the calendar states only that the course outline must be provided on the first day of class. Members were reminded of the different timelines involved for various terms (September vs. January, vs. Summer sessions). Early posting of course outlines could work for some courses and some timelines but perhaps not for all.

It was **MOVED** (Shepherd, Blanchard) that the Motion be tabled. The Motion **PASSED**.

c) **SAGC**

Motion 1: **That** beginning August 1st, 2017, the Clerk of Senate serve as Chair Pro Tempore of Senate until the Senate Academic Governance Committee returns to Senate with its recommendations, no later than

June 2018, which should provide time for the committee to complete its work. (Wolff, Sur)

Discussion: Given the fact that Carleton will have an interim president in 2017-18, the Governance Committee is exploring other options for the role of the Chair of Senate.

Discussion of the motion first centered on the question of tradition vs. legality. Senate government documents do not make this explicit, but it was noted that the current President was voted in as Chair of Senate. Practice at other universities is mixed, with slightly more than 50 % engaging the President as Chair of Senate.

It was **MOVED** (Ricketts, Evans) that the motion be tabled and sent back to the governance committee, on the grounds that the premise of the motion is incorrect, and that it would be inappropriate to make this change for the incoming interim president at this time.

The motion to TABLE this motion **PASSED**.

8. Reports for Information

- a. Senate Executive: April 18, 2017 and May 11, 2017. No discussion.
- b. Board of Governors: March 23, 2017

The Chair of the Board of Governors spoke to acknowledge the contributions of departing members Peter Ricketts, John Shepherd, Malcolm Butler and Andre Loiselle. He made special mention of President Runte, for her role in expanding the university and supporting our students.

- c. Academic Colleague (J. Smith) Presented. No discussion.
- d. SUSC 2017 Report. No discussion.
- e. Dominican University College: Minor Modifications. No discussion

9. Other Business: There was no other business.

10. Adjournment: Meeting adjourned (Shepherd, Hoey) at 3:57 pm.