



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 January 26, 2018 at 2:00 p.m.
Senate Room, Robertson Hall
AGENDA**

- 1. Welcome**
- 2. Approval of Agenda**
- 3. Minutes:**
 - a. November 24, 2017
- 4. Matters Arising**
- 5. Chair's Remarks**
- 6. Question Period**
- 7. Motion re: Senate Emergency Academic Response Committee** (J. Paulson)
- 8. Senate Administration:** (Clerk)
 - a. Senate and Committee membership report
- 9. Reports:**
 - a. SAPC (J. Tomberlin)
 - b. SCCASP (H. Nemiroff)
 - c. Senate Committee on Student Awards
- 10. Reports for Information:**
 - a. Senate Executive Minutes:
 - i. August 29, 2017

- ii. October 17, 2017
- iii. November 14, 2017

11. Other Business

12. Adjournment



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**Carleton University Senate
Meeting of November 24, 2017 at 2:00 p.m.
Senate Room, Robertson Hall**

MINUTES

Attending: S. Ajila, A. Arya, A. Barclay, A. Bellerive, S. Blanchard, D. Buss, L. Callaghan, A. Chandler, W. Clement, J. Debanne, D. Deugo, A. Dodge, C. Dogan, L. Dyke, P. Farrell, R. Goubran, E. Grant, N. Grasse, J. Green, P. Gunupudi, A. Hassan, W. Horn, O. Javanpour, H. Jay, W. Jones, C. Joslin, S. Klausen, E. Kwan, P. Lagasse, J. Liu, D. Long, A. Maheshwari, A. Jabar (for Z. Masjedee), C. Miller, J. Miller, H. Nemiroff, M. Neufang, D. Nussbaum, Z. Parkkari, J. Paulson, B. Wright (for A. Plourde), D. Russell, L. Schweitzer, A. Shotwell, D. Siddiqi, E. Sloan, P. Smith, A. Summerlee, S. Taylor, J. Tomberlin, P. Watlawik-Li, J. Wolfart, C. Young, D. Zachrisson

Recording Secretary: Kathy McKinley

1. CALL TO ORDER

The Chair called the meeting to order at 2:00 p.m.

2. APPROVAL OF AGENDA

The Chair noted that one item was left off the agenda under Reports for Information, and that there was one spelling error on the agenda. It was **MOVED** (C. Miller, A. Arya) that Senate approve the agenda for the meeting of Senate on November 24, 2017, with corrections.

The motion **PASSED**.

3. APPROVAL OF MINUTES

The Chair noted two additions to be made in the minutes under the attendance record. It was **MOVED** (E. Grant, P. Smith) that Senate approve the minutes of the Open Session of the Senate meeting on October 27, 2017, with these modifications.

The motion **PASSED**.

4. MATTERS ARISING

There were none.

5. CHAIR'S REMARKS

Carleton University at Queen's Park - The Chair noted that there were significant follow-ups from the Ministry of Indigenous Relations and Reconciliation after Carleton's visit to Queen's Park in October. We can expect a positive impact on some of our programs and more opportunities for student internships as a result of this visit.

Convocation – The Chair extended a special thank-you to faculty and staff from the platform party for attending Convocation and showing a strong level of support for graduating students. Dean Matthias Neufang was given special recognition for accurately reading all of the graduate students' names at both ceremonies.

Career Readiness Fund – Phase I - \$740,000 in work opportunities has been awarded for student experiential learning. We have applied for a similar amount for Phase II, which will provide funding for students with disabilities. Additional funding for mental health will be used for counselling for Indigenous students and for FITA programs (From Intention to Action).

Algonquin College Strike – The strike has affected 500+ Carleton students registered in joint programs between Carleton University and Algonquin College. 40% of the coursework in these programs normally is provided at Algonquin College. To ensure that students do not lose their term, faculty and staff on both sides have changed the delivery of the Algonquin College component. Individual timetables have been sent to students, and they are able to apply for strike relief funds as promised by the

government. There is no need for Senate action because we were able to make individual accommodations for the students and did not require scheduling or programmatic changes that would affect the progress of students in the future. The Chair thanked Lorraine Dyke and Chris Joslin for their work on this issue.

6. QUESTION PERIOD (Chair)

There were no questions submitted in advance or from the floor.

7. ADMINISTRATION (Clerk of Senate)

- **Senate and Senate Committee appointments**

Two new Contract Instructor representatives to Senate won their positions through an election held November 12 – 13. The Clerk introduced them and welcomed them to Senate.

In addition, the Clerk reported that one undergraduate student had been nominated to fill a vacancy on the Senate Review Committee.

A Senator asked why Senate needs to approve these appointments if an election has been held. The Clerk clarified that Senate's job is to ratify the appointments and announce them to the Senate body.

It was **MOVED** (D. Russell, D. Long) that Senate ratify the new Senate and Senate Committee appointments, as presented.
The motion **PASSED**.

The Clerk also announced that if there is no formal business for the December meeting of Senate, it may be cancelled. A decision will be made on December 5th and will be communicated to Senators.

8. REPORTS

a) SAPC Senate Academic Program Committee (Tomberlin)

1. MSc in Management – New Program Approval

J. Tomberlin outlined the process for new program approval. A Senator asked why the name of the degree was changed from MMS to MSc, given the lack of science courses in the *M.Sc. in Management* program. L. Dyke replied that the M.Sc. reflects the research focus of the degree, and is more consistent with other programs. M. Neufang concurred that the M.Sc. is a reflection of common practice for naming such degrees at other universities in Canada.

It was **MOVED** (J. Tomberlin, L. Schweitzer) that Senate approve the proposed M.Sc. program in Management to commence with effect from Fall 2018.

The motion **PASSED**.

2. Graduate & Undergraduate Major Modifications – 2018 – 19 Calendar Curriculum Proposals

OMNIBUS MOTION:

It was **MOVED** (J. Tomberlin, S. Klausen) that Senate approve the major modifications for the Master of Arts in European, Russian and Eurasian Studies program, the Master of Arts in Art History program, the PhD in Public Policy program, and the Master of Cognitive Science program as presented with effect from Fall 2018.

The motion **PASSED**.

3. Final Assessment Reports and Executive Summaries (CPR)

OMNIBUS MOTION:

It was **MOVED** (T. Tomberlin, W. Clement) that Senate approve the Final Assessment Reports and Executive Summaries arising from the Cyclical Program Reviews of the undergraduate and graduate programs in Art

History, the undergraduate program in Food Science & Nutrition, and the undergraduate and graduate programs in Music, as presented. The motion **PASSED**.

8. REPORTS (continued)

b) SCCASP Senate Committee on Curriculum, Admission and Studies Policy (H. Nemiroff)

It was **MOVED** (H. Nemiroff, L. Schweitzer) that Senate approve the Calendar Location stating the 3.5 minimum credits in a concentration and specialization in R-UG.4.6 as presented. The motion **PASSED**.

It was **MOVED** (H. Nemiroff, W. Clement) that Senate approve CAEL scoring changes in UG and GR calendars as presented. The motion **PASSED**.

H. Nemiroff also mentioned the inclusion of a statement in the calendar to clarify that recommended courses are recommended for coursework rather than for admission.

c) SAGC Senate Academic Governance Committee (Clerk)

The Senate Academic Governance Committee considered the comments of Senators presented at the last meeting of Senate, and made the following further adjustments to the Terms of Reference for the Senate Emergency Academic Response Committee (SEARC):

- The two student representatives on the Committee will be elected from and by students serving on Senate
- Three faculty member positions have been added to make the committee more representative of Senate.

It was **MOVED** (D. Russell, C. Miller) that Senate approve the proposed revisions to the Terms of Reference for the Senate Emergency Academic Response Committee, as presented.

Discussion:

Several senators asked about the definition of an “emergency” and noted that this was not addressed by the committee in the revisions. SAGC had suggested that the new SEARC could come up with a definition and bring it to Senate for discussion, debate and approval, but other Senators questioned whether a committee can determine its own Terms of Reference and procedures, and whether instead, this should be the purview of Senate.

It was also noted that the proposed composition of the committee excludes representation from the University Registrar. A representative from the Registrar has been listed as a resource, but would not be a voting member. Senators asked what the precedent would be for including staff in a non-voting position on an emergency committee. Others indicated that the definition of an emergency could help to determine who is needed on the committee.

Senators acknowledged that the membership of the Senate Emergency Academic Response Committee should be limited in number, but planning for emergencies could be done by a larger committee, or perhaps a working group.

The Chair noted that Senators are still asking for “emergency” to be defined as a first step, before membership is determined. Other Senators suggested that the Senate Academic Governance Committee could strike a working group themselves to discuss issues of membership and definition.

It was **MOVED** (L. Dyke, D. Long) that the revised Terms of Reference for the Senate Emergency Academic Response Committee be referred back to the Senate Academic Governance Committee for further deliberation. The motion **PASSED**.

J. Paulson asked if Senate could consider a motion to withdraw the authority of SEARC to meet and exercise responsibilities until Senate has agreed on a definition of what constitutes an emergency. J. Tomberlin called a Point of Order, indicating that a 2/3 vote of Senate would be required to add this motion to the agenda.

Senators were asked to vote on whether they would consider the motion introduced by J. Paulson. 22 voted for considering it, and 25 against. The motion was not added to the agenda for consideration.

9. REPORTS FOR INFORMATION

- Academic Colleague (J. Smith)
- DUC Modifications (J. Tomberlin)

There was no discussion.

10. OTHER BUSINESS

D. Long asked for clarification regarding the 2/3 rule for voting and whether it refers to 2/3 of all Senators or only 2/3 of the quorum. The Clerk agreed to bring an answer to the next Senate meeting.

11. ADJOURNMENT

The meeting was **ADJOURNED** at 2:50 pm.

MEMORANDUM



Carleton
UNIVERSITY

TO: Senate

FROM: Justin Paulson, Senator

DATE: January 16, 2018

SUBJECT: Senate Emergency Academic Response Committee

MOTION: THAT Senate revoke all authority of the Senate Emergency Academic Response Committee until such time as Senate clarifies the circumstances under which the President may invoke an 'emergency'.

**Senate and Senate Committee Membership
Summary of Nominations
January 26, 2018**

Motion: That Senate ratify the following new Senate and Senate Committee appointments

Senate

- Jennifer Shields (FASS Undergraduate student)
- Zoyer Clayden (FPA Undergraduate student)
- Johan Christiaan Prent (FED Undergraduate student)

Senate Executive Committee

- Britt Amell (Graduate student)

Senate Academic Governance Committee

- Patrice Smith (Science)

Senate Library Committee

- Hemant Gupta (Graduate student)
- Anurag Das (Graduate student)

Senate Honorary Degree Committee

- Donald Wiles (Retired faculty)
- Carter Vance (Graduate student)

Senate Educational Equity Committee

- Britt Amel (Graduate student)

Senate Academic Integrity Appeals Committee

- Lisa Armstrong (Graduate student)

Senate Graduate Student Appeal Committee

- Hemant Gupta (Graduate student)

Senate Review Committee

- Mackenzie Mumby (Undergraduate student)

DATE: January 26, 2017

TO: Senate

FROM: Dr. Jerry Tomberlin, Interim Provost and Vice-President (Academic), Chair, Senate Academic Program Committee

RE: 2018-19 Calendar Curriculum Proposals
Graduate & Undergraduate Major Modifications

Background

Following Faculty Board approval and, as part of academic quality assurance, major curriculum modifications are considered by the Carleton University Committee on Quality Assurance (CUCQA), the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP) and the Senate Academic Program Committee (SAPC) before being recommended to Senate.

Library Reports (as required)

In electronic communications dated July 11th, October 19th, October 20th, October 23rd, October 27th, October 30th, November 28th and December 19th, 2017 members of the Library staff, upon review of the proposals, confirmed no additional resources were required for the 2017-18 major modifications.

The Library staff, upon review of the Minor in Disability Studies, indicated that one-time funds would be required. The Dean of the Faculty of Arts and Social Sciences has confirmed that the faculty would be covering these costs.

Documentation

Recommended calendar language, along with supplemental documentation as appropriate, are provided for consideration and approval.

Omnibus Motion

In order to expedite business with the large number of major modifications that are subject to Senate approval at this meeting, the following omnibus motion will be moved. Senators may wish to identify any of the following 19 major modifications that they feel warrant individual discussion that will then not be covered by the omnibus motion. Independent motions as set out below will nonetheless be written into the Senate minutes for those major modifications that Senators agree can be covered by the omnibus motion.

THAT Senate approve the major modifications as presented below with effect from Fall 2018.

Major Modifications

1. Bachelor of Arts in Sociology (Honours, Combined Hons.)

- SOCI 4700-Honours Capstone Seminar
- SOCI 4820

CUCQA approval: December 13, 2017 & January 10, 2018

SCCASP approval: December 19, 2017 & January 16, 2018

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modifications to the Bachelor of Arts in Sociology (Honours, Combined Honours) as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modifications to the Bachelor of Arts in Sociology (Honours, Combined Honours) programs as presented with effect from Fall 2018.

2. Mention Français (Sociology and Anthropology)

CUCQA approval: December 13, 2017

SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the Mention Français program in Sociology & Anthropology as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the Mention Français program in Sociology & Anthropology as presented with effect from Fall 2018.

3. Certificate in Public Service Studies (C.P.S.S.)

CUCQA approval: December 13, 2017

SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the Certificate in Public Service Studies as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the Certificate in Public Service Studies as presented with effect from Fall 2018.

4. Bachelor of Arts in Religion (Hons; Hons. Combined; General; Minor in Jewish Studies; Minor in Islamic Studies)

- RELI 4741

CUCQA approval: December 13, 2017 & January 10, 2018

SCCASP approval: December 19, 2017 & January 16, 2018

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modifications to the Bachelor of Arts in Religion program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modifications to the Bachelor of Arts in Religion program as presented with effect from Fall 2018.

5. Interdisciplinary Public Affairs, IPAF 3900 and IPAF 3901
CUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the introduction of the Interdisciplinary Public Affairs (IPAF) courses as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the introduction of the Interdisciplinary Public Affairs (IPAF) courses as presented with effect from Fall 2018.

6. Bachelor of Information Technology (Information Resource Management), IRM 4003 and IRM 3007
CUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modifications to the Bachelor of Information Technology, Information Resource Management program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modifications to the Bachelor of Information Technology, Information Resource Management program as presented with effect from Fall 2018.

7. Bachelor of Journalism, Concentration in Health Sciences
 - NSCI 4901 Science Journalism Independent ProjectCUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the introduction of the Bachelor of Journalism, Concentration in Health Science program and Independent project course as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the introduction of the Bachelor of Journalism, Concentration in Health Science program and Independent project course as presented with effect from Fall 2018.

8. HLTH 4909 Capstone Course-Field Placement
CUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to HLTH 4909 as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to HLTH4909 as presented with effect from Fall 2018.

9. Bachelor of Arts in Film Studies, FILM 4806 and FILM 4807
CUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modifications to the Bachelor of Arts in Film Studies program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modifications to the Bachelor of Arts in Film Studies program as presented with effect from Fall 2018.

10. Minor in Disability Studies
CUCQA approval: January 10, 2018
SCCASP approval: January 16, 2018

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the minor in Disability Studies as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the minor in Disability Studies as presented with effect from Fall 2018.

11. Master of Arts in Canadian Studies, specialization in Digital Humanities
CUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the introduction of the specialization in Digital Humanities to the Master of Arts in Canadian Studies program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the introduction of the specialization in Digital Humanities to the Master of Arts in Canadian Studies program as presented with effect from Fall 2018.

12. Master of Information Technology, specialization in Data Science
CUCQA approval: December 13, 2017
SCCASP approval: November 7, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the introduction of the specialization in Data Science to the Master of Information Technology program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the introduction of the specialization in Data Science to the Master of Information Technology program as presented with effect from Fall 2018.

13. Master of Arts in History, specialization in Data Science
CUCQA approval: December 13, 2017
SCCASP approval: November 7, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the introduction of the specialization in Data Science to the Master of Arts in History program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the introduction of the specialization in Data Science to the Master of Arts in History program as presented with effect from Fall 2018.

14. Master of Arts in Psychology, specialization in Data Science
CUCQA approval: December 13, 2017
SCCASP approval: November 7, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the introduction of the specialization in Data Science to the Master of Arts in Psychology program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the introduction of the specialization in Data Science to the Master of Arts in Psychology program as presented with effect from Fall 2018.

15. Master of Philanthropy and Non-Profit Leadership
CUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the Master of Philanthropy and Non-Profit Leadership program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the Master of Philanthropy and Non-Profit Leadership program as presented with effect from Fall 2018.

16. Master of Arts/Master of Applied Science/Master of Engineering in Sustainable Energy
CUCQA approval: December 13, 2017
SCCASP approval: December 19, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the Masters programs in Sustainable Energy as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the Masters programs in Sustainable Energy as presented with effect from Fall 2018.

17. PHD Canadian Studies
CUCQA approval: January 10, 2017
SCCASP approval: January 16, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the PHD in Canadian Studies program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the PHD in Canadian Studies program as presented with effect from Fall 2018.

18. PHD Canadian Studies with a specialization in Political Economy
CUCQA approval: January 10, 2017
SCCASP approval: January 16, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the PHD in Canadian Studies with a specialization in Political Economy program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the PHD in Canadian Studies with a specialization in Political Economy program as presented with effect from Fall 2018.

19. PHD Public Policy with a specialization in Political Economy
CUCQA approval: January 10, 2017
SCCASP approval: January 16, 2017

SAPC Motion January 18, 2018

THAT SAPC recommends to Senate the approval of the major modification to the PHD in Public Policy with a specialization in Political Economy program as presented with effect from Fall 2018.

Senate Motion January 26, 2018

THAT Senate approve the major modification to the PHD in Public Policy with a specialization in Political Economy program as presented with effect from Fall 2018.

MEMORANDUM

From the Senate Committee on
Curriculum, Admission and Studies Policy

To: Senate
From: Howard Nemiroff, Chair of SCCASP
Date: January 26, 2018
Subject: 18-19 Academic Regulations Changes

For Senate approval:

1. Revisions of R-UG-2.2

Motion: That SCCASP recommend to Senate the approval of revisions to R UG-2.2 for the 2018/19 Calendar as presented

- Attachment: *R-UG-2.2 Course Outline*

2. BIT recommended courses

Motion: That SCCASP recommend to Senate the approval of the inclusion of BIT recommended courses in the 2018/19 Calendar as presented.

- Attachment: *TBD-1371-R-ADM*

3. JOUR program changes: update to regulations

Motion: That SCCASP recommend to Senate the approval of the Journalism program changes for the 2018/19 Calendar as presented

- Attachments: *R-UG-7.5 Academic Reg; TBD-1390 BJHum; TBD 1522 BJHum*

4. BGIInS Admission Proposal : Addition of a high school French Prerequisite

Motion: That SCCASP recommend to Senate the additional high school French admissions requirements for the Specialization in French and Francophone Studies in the BGIInS degree for the 2018/19 Calendar as presented.

- Attachment: *TBD-1366 – R-ADM-Program-B.G.In.S*

For Information to Senate:

1. SCCASP has approved for inclusion in the 2018-19 calendar the minor modifications listed in the attached documents: *UG_G1819_CourseProgramMinorMods_for_Senate (1&2).pdf*
2. Addition of Glossary to the 2018-19 Calendar: *Final Glossary 18-19 calendar.pdf*

**NEW AWARDS AND CHANGES TO AWARDS
REVIEWED BY SENATE COMMITTEE ON STUDENTS AWARDS (November, 2017)**

Award Name	Type	Source	Award Terms
The Elizabeth Paulette-Coughlin and Peter Coughlin Scholarship in Journalism	Scholarship - Dept	Endowed	Awarded annually on the recommendation of Director or Associate Director of the School of Journalism, to an outstanding undergraduate student entering or proceeding from one year to another in a Bachelor of Journalism. Endowed in 2017 by Elizabeth Paulette-Coughlin and Peter Coughlin.
Housing and Residence Life Bursary	Bursary	Endowed	Awarded annually to deserving undergraduate students living in residence in any program of study at Carleton University in financial need. Endowed in 2017 by the Department of Housing and Residence Life.
Baxter Family Award	Scholarship – Dept.	Endowed	Awarded annually on the recommendation of the Chair of the Department of Health Sciences, to one or more outstanding undergraduate students entering or proceeding from one year to another in the Bachelor of Health Sciences. Preference should be given to students who also demonstrate financial need. Endowed 2016 by the Cynthia Baxter.
Canadian Fed. of University Women National 100th Ann. Schl.	Scholarship In Course	Endowed	Awarded annually to an outstanding full-time undergraduate indigenous student who is entering or proceeding from one year to another in any program of study. Preference will be given to a female student. Endowed in 2017 by The Canadian Federation of University Women - Ottawa.
William Fraser Bursary for Students with Disabilities	Bursary	Endowed	Awarded annually on the recommendation of the Director, Paul Menton Centre to undergraduate students with a permanent physical disability. Eligible recipients will be in demonstrated financial need and be registered with the Paul Menton Centre. Endowed in 2014 by Joan Gazeley.
Deborah S. Winter Scholarship	Scholarship In Course	Endowed	Awarded annually to an outstanding student entering or proceeding from one year to another in any degree program within the Faculty of Science. Preference will be given to female students. Endowed in 2016 by Deborah S. Winter.
Carol Lutes Racine Scholarship in Journalism and Communication	Scholarship In Course	Endowed	Awarded annually to an outstanding undergraduate student who is proceeding from one year to another in a Bachelor of Journalism degree within the School of Journalism and Communication. Preference will be for students who demonstrate financial need. Endowed in 2016 by Carol Lutes Racine BJ/62, BA/64

Kilbank and Inch Memorial Scholarship	Athletic Financial Award - Scholarship Dept.	Endowed	Awarded annually when merited, to a full-time student proceeding from one year to another who is a member of the interuniversity men's basketball team. Preference will be for students enrolled in the Sprott School of Business. Eligible students must be Canadian citizens, be listed on a CIS/OUA Eligibility Certificate as members of Carleton University's interuniversity men's basketball team and comply with CIS and OUA academic eligibility requirements. The selection will be made upon the recommendation of the Athletics Awards Committee on the basis of outstanding academic achievement and involvement in the men's varsity basketball program. Established in 2015 by Susan Kilbank BComm/80 and BCS/97 along with her father, Al Kilbank, in memory of her mother, Doris Kilbank and grandfather Hector Inch.
Daniel Alfredsson Scholarship in Mental Health	Scholarship In Course	Endowed	Awarded annually to outstanding undergraduate students who are entering or proceeding from one year to another in the Neuroscience and Mental Health program at Carleton University. Endowed in 2016 by The Ottawa Senators Foundation and Bell Let's Talk in honour of Daniel Alfredsson.
Lawrence Krauss Scholarship in Physics	Scholarship - Dept	Endowed	Awarded annually when merited, on the recommendation of the Chair of the Department of Physics, to an outstanding undergraduate student in the physics program who has demonstrated academic excellence. Preference will be given to a student who has demonstrated an interest in science outreach and/or science communication. Endowed in 2017 by Dr. Lawrence Krauss.
Gunther and Irmgard Bauer Scholarship in Environmental Engineering	Scholarship - Entrance	Endowed	Awarded annually to an outstanding undergraduate student entering the Environmental Engineering Program, in the Department of Civil and Environmental Engineering at Carleton University. Preference will be given to female students. Endowed in 2017 by a generous gift from Professor emeritus Gunther and Mrs. Irmgard Bauer
Karen Birchard Memorial Scholarship in Science Journalism	Scholarship - Dept	Endowed	Awarded annually on the recommendation of the Director or Associate Director of the School of Journalism and Communication to an outstanding undergraduate student enrolled in the Journalism program with a demonstrated interest in science journalism and/or medical journalism. Whenever possible, preference will be given to a female student. Endowed
Ed Ireland Scholarship for Football and Women's Rugby	Athletic Financial Award - Scholarship Dept.	Endowed	Awarded annually to four outstanding student-athletes proceeding from one year to another in any program of study. Two recipients will be members of the Raven's Football program and two recipients will be members of the Women's Rugby program. Eligible students must be listed on a CIS/OUA Eligibility Certificate as members of a Carleton University interuniversity team, and comply with CIS and OUA academic eligibility requirements. Preference may be given to student who are OUA All-Stars or Team MVP/Captains and excel academically. Selection will be made by the Athletics Awards Committee on the basis of exceptional team involvement. Endowed in 2016 by Ed Ireland.
Isotti Family Bursary	Bursary	Endowed	Awarded annually to undergraduate students entering or proceeding in any program of study at Carleton University who are in need of financial assistance. Endowed in 2017 by Marzio Isotti, BENG/76, MENG/81 and Heather Isotti, BA/76

Peter J. Ricketts Outstanding Provost Scholars Award	Scholarship - Dept	Endowed	The Peter J. Ricketts Outstanding Provost Scholars Award will be chosen by Carleton's Provost from amongst the annual recipients of the Provost Scholars Award. The undergraduate students who have the most outstanding record of achievements in two or more of the areas of engagement that are assessed for the Provost Scholars Award shall be awarded the Peter J. Ricketts Outstanding Provost Scholars Award. The areas of engagement include undergraduate research, international learning experience, experiential learning (including work integrated learning and/or community-based learning), and immersive learning. The Peter J. Ricketts Outstanding Provost Scholars Award will be in addition to the regular amount provided to the Provost Scholars. Calls for nominations are sent out by the Office of the Provost to all Deans who will help their faculty to identify and nominate candidate students, late in the Fall term. Deadline for nominations are by the end of January, with the decision being made by late February. A celebratory reception for the Provost Award Recipients is hosted in mid-to-late March.
Drs. Lalitha and Krishnan Parameswaran Bursary in Electrical Eng.	Bursary	Endowed	Awarded annually to undergraduate students in financial need who are entering or proceeding within a program of study in the Department of Electronics at Carleton University. Endowed in 2017 by the Carleton Alumni - Dr. Lalitha Parameswaran, BENG/90 and Dr. Krishnan Parameswaran, BENG/95.
Yves & Cynthia Bled Future Achievers Sch. for Women in Engineering	Scholarship - Dept	Endowed	Awarded annually on the recommendation of the Chairs of the following departments; Department of Electronics, Department of Mechanical and Aerospace Engineering and the Department of Systems and Computer Engineering, to an outstanding student proceeding from one third to fourth-year. One student will be selected from each of the following programs; Mechanical Engineering, Electrical Engineering, Aerospace Engineering and Computer Systems Engineering. Preference will be given to female students. Endowed in 2017 by Yves and Cynthia Bled to celebrate and reward future female engineers.
Mohamed Khalid Elhalees Bursary	Bursary	Donor	Value \$1,500. Awarded annually to undergraduate students in financial need who are entering or proceeding in any program of study within the Sprott School of Business at Carleton University. Established in 2017.
Bill Rodgers Memorial Scholarship	Scholarship	Donor	Value \$1,000. Awarded annually to an outstanding student entering or proceeding from one year to another in the Bachelor of Journalism Program at Carleton University. Established in 2016 by family friends and colleagues in memory of Bill Rodgers who devoted much of his long career to covering federal politics.
Dr. Robert Hiscott Scholarship in Sociology	Scholarship	Endowed	Awarded annually to outstanding undergraduate students entering or proceeding from one year to another in the Bachelor of Arts degree in Sociology. Endowed in 2017 by Dr. Robert Hiscott, BA/80.

Rankin International Student Scholarship	Scholarship - Incourse	Endowed	Awarded annually to an outstanding international student in third or fourth year enrolled in any program within the Faculty of Arts and Social Sciences. Preference will be given to women students. Endowed in 2017 by Dr. L. Pauline Rankin.
John Osborne FASS Student Travel Fund	Bursary	Endowed	Awarded annually on the recommendation of the Dean, Faculty of Arts and Social Sciences to students participating in FASS credit courses taught outside the Ottawa region. The purpose of this fund is to assist in defraying the associated costs of travel. This bursary was established in honour of John Osborne. Endowed in 2017 by Dr. John Osborne.
Minôjtonigewin Scholarship	Scholarship Dept.	Endowed	Awarded annually on the recommendation of the Director of the School for Studies in Art and Culture, to an outstanding full-time undergraduate student who is entering or proceeding from one year to another in any program of study within the School. Preference will be given to an Indigenous student or if no Indigenous students are eligible in the program, then a student whose studies focus on Indigenous arts and culture would be preferred. Endowed in 2017. "Minôjtonigewin" (Min-O-jiton-eh-geh-win) is an expression or explanation for someone doing something skillfully and with good intent, it can be used in crafting, writing and painting – meaning someone has honed a skill. This scholarship will allow students to hone their own skills as they explore their passion for Indigenous arts and culture.
Thinkwrap Commerce Scholarship in Computer Science	Scholarship Dept.	Endowed	Awarded annually, on the recommendation of the Director of the School of Computer Science to an outstanding full-time student proceeding from one year to another in the Bachelor of Computer Science program who exudes a strong commitment to innovation and entrepreneurship. Preference will be given to a student who demonstrates financial need. Endowed in 2017 by Thinkwrap Commerce to assist students and promote innovation within Canada.
Ed Ireland Bursaries for Student Athletes	Athletic Financial Award Bursary	Endowed	Awarded annually to undergraduate student athletes proceeding from one year to another in any program of study at Carleton University for the following interuniversity Varsity Teams (two students per team): Men's Basketball, Men's Hockey, Men's Soccer, Women's Basketball, Women's Hockey, Women's Soccer, Women's Water Polo. Eligible students must be listed on a USports/OUA Eligibility Certificate as members of a Carleton University interuniversity sports team and comply with USports and OUA academic eligibility requirements. Recipients will have demonstrated financial need, must be a Canadian citizen or permanent resident of Canada (landed immigrant or protected person), and must meet OSAP's Ontario residency requirements. The selection will be made upon the recommendation of the Athletics Awards Committee. Endowed in 2008 by Ed Ireland. Revised 2009. Revised 2017
Ed Ireland Student Bursaries	Bursary	Endowed	Awarded annually to deserving students proceeding from year to another. Two students will be selected from each of the following areas; College of Humanities, Human Rights, Electronics - doing research work in the area of silicon-based optical sensors, the Attendants Service Program, and students with disabilities registered with the Paul Menton Centre. Recipients will have demonstrated financial need, must be a Canadian citizen or permanent resident of Canada

Johannes and Clasina van den Ham Bursary	Bursary	Donor	Value \$4,000. Awarded annually to international students in financial need who are continuing in any undergraduate program of study at Carleton University. Established in 2017 by John van den Ham to honour his parents.
Ontario Public Works Association (OPWA) Ottawa Branch Scholarship	Scholarship – Dept.	Donor	Value \$1,000. Awarded bi-annually by the Dean of Engineering and Design to a deserving full-time undergraduate student proceeding from 2nd or 3rd year in any of Civil, Mechanical or Electrical Engineering programs. Established in 2017 by the Ontario Public Works Association Ottawa Branch.
Thomas Caulfield Award	Bursary	Donor	Value \$2,000. Awarded annually to full-time undergraduate students in demonstrated financial need who are proceeding from third to fourth-year in any program of study at Carleton University. Established in 2017 by Thomas Caulfield.

NEW AWARDS AND CHANGES TO AWARDS REVIEWED BY SENATE COMMITTEE ON STUDENTS AWARDS (February, 2018)

Award Name	Type	Source	Award Terms
Name: Helen Nininger Scholarship in Music	Scholarship – Dept.	Donor	<p>Old Terms:</p> <p>Value \$1,500. Awarded annually, on the recommendation of the School for Studies in Art and Culture, to an outstanding full-time student proceeding from one year to another in a Music program. Preference will be given for a female student. Established in 1998 by the Canadian Federation of University Women/Ottawa in memory of Helen Nininger, who was President of CFUW in 1987-88 as well as Chair of the Scholarship Trust Fund and who was an active supporter of the Arts community in Ottawa. Revised 2010.</p> <p>New Terms:</p> <p>Awarded annually, on the recommendation of the School for Studies in Art and Culture, to an outstanding full-time, full year student proceeding from one year to another in a Music program. Recipients must be a Canadian citizen or permanent resident of Canada. Preference will be given for a female student. Established in 1998 by the Canadian Federation of University Women/Ottawa in memory of Helen Nininger, who was President of CFUW in 1987-88 as well as Chair of the Scholarship Trust Fund and who was an active supporter of the Arts community in Ottawa. Revised 2010, 2017.</p>
Name: Shirley Greenberg Award	Bursary	Donor	<p>Old Terms:</p> <p>Value \$1,000. Awarded annually to a deserving student who is a sole-support parent and who is in need of financial assistance. Preference to be given to female applicants. Ms. Greenberg, a Club member and champion of women's issues, practiced family law in Ottawa until her retirement in 1995. From 1990-93, she was Chairperson of the Advisory Board to the Minister of Defence on Women in the Canadian Armed Forces. Ms. Greenberg was a founding member of Legal Education Action Fund (LEAF) whose function is to put forward the position of women in Charter challenges where it affects women's issues. With her generous donation, the Shirley Greenberg Centre for Women's Health was established at the Ottawa</p>

<p>Name: Dorothy Powell Scholarship</p>	<p>Scholarship</p>	<p>Donor</p>	<p>Hospital. In 2009, she was awarded the Order of Canada. Established in 1995 by the Canadian Federation of University Women/Ottawa. Revised 1996, 2010.</p> <p>New Terms:</p> <p>Value \$1,000. Awarded annually to a deserving full-time, full year student who is a sole-support parent. Recipients must be a Canadian citizen or permanent resident of Canada. Preference to be given to female students. Ms. Greenberg, a Club member and champion of women's issues, practiced family law in Ottawa until her retirement in 1995. From 1990-93, she was Chairperson of the Advisory Board to the Minister of Defence on Women in the Canadian Armed Forces. Ms. Greenberg was a founding member of Legal Education Action Fund (LEAF) whose function is to put forward the position of women in Charter challenges where it affects women's issues. With her generous donation, the Shirley Greenberg Centre for Women's Health was established at the Ottawa Hospital. In 2009, she was awarded the Order of Canada. Established in 1995 by the Canadian Federation of University Women - Ottawa. Revised 1996, 2010, 2017.</p> <p>Old Terms:</p> <p>Value: \$1,000. Awarded annually to an undergraduate student proceeding from Second to Third year of the Bachelor of Arts in Economics program. Preference to be given to a female student. Established in 2009 by the Canadian Federation of University Women - Ottawa, in memory of Dorothy Powell. Dorothy Powell graduated from the University of Toronto in Economics in 1949 and pursued a distinguished career in banking, which included holding positions with the Bank of Canada, the Bank of Nova Scotia and the Bank of Australia. A member of CFUW-Ottawa, she was an active supporter of several local charities. Revised 2013.</p> <p>New Terms:</p> <p>Value: \$1,000. Awarded annually to an undergraduate full-time, full year student proceeding from Second to Third year of the Bachelor of Arts in Economics program. Recipients must be a Canadian citizen or permanent resident of Canada. Preference to be given to a female student. Established in 2009 by the Canadian Federation of University Women - Ottawa, in memory of Dorothy Powell. Dorothy Powell graduated from the University of Toronto in Economics in 1949 and pursued a distinguished career in banking, which included holding positions with the Bank of Canada, the Bank of Nova Scotia and the Bank of Australia. A member of CFUW-Ottawa, she was an active supporter of several local charities. Revised 2013, 2017</p>
<p>Name: Dr. Ruth Bell Scholarship</p>	<p>Scholarship – part-time</p>	<p>Donor</p>	<p>Old Terms:</p> <p>Value \$1,000. Awarded annually to a female student at Carleton University continuing in undergraduate studies who has completed the equivalent of at least 5.0 credits beyond entrance requirements at the University and has demonstrated a high potential for university studies. To be eligible, the candidate must have maintained a high academic standing and be registered as a part-time student. Donor: Canadian Federation of University Women/Ottawa. First established in 1952 in honour of Dr. Alice E. Wilson. Renamed in honour of Dr. Ruth Bell. Dr. Bell was club president from 1968-70, national president of the Canadian Federation of University Women from 1973-76, IFUW Convenor of Membership Standards 1974-80, IFUW Convenor for Status of Women and Cultural Affairs 1980-86, and was appointed a Member of the Order of Canada in 1981. Dr. Bell was awarded an honorary Doctor of Laws degree by Carleton University in 1984. She received the Governor General Award in Commemoration of the Persons Case in 2005. Revised 1989, 1993, 1996, 2008, 2010</p> <p>New Terms:</p>

			<p>Value \$1,000. Awarded annually to a student at Carleton University continuing in undergraduate studies who has completed the equivalent of at least 5.0 credits beyond entrance requirements at the University and has demonstrated a high potential for university studies. Preference will be for female students. Recipients must be a Canadian citizen or permanent resident of Canada. To be eligible, the candidate must have maintained a high academic standing and be registered as a part-time student. Donor: Canadian Federation of University Women/Ottawa. First established in 1952 in honour of Dr. Alice E. Wilson. Renamed in honour of Dr. Ruth Bell. Dr. Bell was club president from 1968-70, national president of the Canadian Federation of University Women from 1973-76, IFUW Convenor of Membership Standards 1974-80, IFUW Convenor for Status of Women and Cultural Affairs 1980-86, and was appointed a Member of the Order of Canada in 1981. Dr. Bell was awarded an honorary Doctor of Laws degree by Carleton University in 1984. She received the Governor General Award in Commemoration of the Persons Case in 2005. Revised 1989, 1993, 1996, 2008, 2010, 2017.</p>
<p>Name: Naomi Rayner Scholarship</p>	Scholarship	Donor	<p>Old Terms:</p> <p>Value \$1,000. Awarded annually to female students at Carleton University continuing in undergraduate studies who have completed the equivalent of at least 5.0 credits beyond entrance requirements at the University and have demonstrated a high potential for university studies. To be eligible, the candidate must have maintained a high academic standing and be registered as a part-time student. Donor: Canadian Federation of University Women-Ottawa. First established in 1952 in honour of Dr. Alice E. Wilson. Renamed in honour of Naomi Rayner who was an active member of the club until her death in 1993. Mrs. Rayner's enormous courage, devotion to others, striving for excellence and perseverance in the face of adversity, were an inspiring example for all who knew her. Revised 1989, 1993, 1996, 2008, 2010.</p> <p>New Terms:</p> <p>Value \$1,000. Awarded annually to students at Carleton University continuing in undergraduate studies who have completed the equivalent of at least 5.0 credits beyond entrance requirements at the University and have demonstrated a high potential for university studies. Preference will be for female students. Recipients must be a Canadian citizen or permanent resident of Canada. To be eligible, the candidate must have maintained a high academic standing and be registered as a part-time student. Donor: Canadian Federation of University Women-Ottawa. First established in 1952 in honour of Dr. Alice E. Wilson. Renamed in honour of Naomi Rayner who was an active member of the club until her death in 1993. Mrs. Rayner's enormous courage, devotion to others, striving for excellence and perseverance in the face of adversity, were an inspiring example for all who knew her. Revised 1989, 1993, 1996, 2008, 2010, 2017.</p>
<p>Old Name: Earl Connell Foundation Scholarship</p> <p>New Name: Earl B. Connell Foundation Scholarship</p>	Scholarship – Dept.	Donor	<p>Old Terms:</p> <p>Value \$1,000. Awarded annually to a student entering or proceeding from one year to another in the Bachelor of Music. Eligible recipients will be pursuing classical music studies and must be Canadian Citizens or permanent residents of Canada. Preference will be for a female student. Established in 2015 by the Canadian Federation of University Women.</p> <p>New Terms:</p> <p>Value \$1,000. Awarded annually to a full-time, full year student entering or proceeding from one year to</p>

<p>Name: Carol Shields Scholarship</p>	<p>Scholarship</p>	<p>Donor</p>	<p>another in the Bachelor of Music. Eligible recipients will be pursuing classical music studies and must be a Canadian citizen or permanent resident of Canada. Preference will be for a female student. Established in 2015 by the Canadian Federation of University Women. Revised 2017.</p> <p>Old Terms:</p> <p>Value \$1,000. Awarded annually to female students at Carleton University continuing in undergraduate studies who have completed the equivalent of at least 5.0 credits beyond entrance requirements at the University and have demonstrated a high potential for university studies. To be eligible, the candidate must have maintained a high academic standing and be registered as a part-time student. Donor: Canadian Federation of University Women/Ottawa. First established in 1952 in honour of Dr. Alice E. Wilson. Renamed in honour of Carol Shields, a celebrated author and winner of the Governor General's Award and the Pulitzer Prize and was a member of the Canadian Federation of University Women. Revised 1989, 1993, 1996, 2008, 2010.</p> <p>New Terms:</p> <p>Value \$1,000. Awarded annually to students at Carleton University continuing in undergraduate studies who have completed the equivalent of at least 5.0 credits beyond entrance requirements at the University and have demonstrated a high potential for university studies. Preference will be for female students. Recipients must be a Canadian citizen or permanent resident of Canada. To be eligible, the candidate must have maintained a high academic standing and be registered as a part-time student. Donor: Canadian Federation of University Women/Ottawa. First established in 1952 in honour of Dr. Alice E. Wilson. Renamed in honour of Carol Shields, a celebrated author and winner of the Governor General's Award and the Pulitzer Prize and was a member of the Canadian Federation of University Women. Revised 1989, 1993, 1996, 2008, 2010, 2017.</p>
<p>Name: Ruth Bell Centennial Scholarship Honouring all Members</p>	<p>Scholarship – Dept.</p>	<p>Donor</p>	<p>Old Terms:</p> <p>Awarded annually on the recommendation of the Director of the Pauline Jewett Institute of Women's and Gender Studies to an outstanding female student enrolled in the third or fourth-year majoring in Women's and gender Studies at Carleton University. Recipients must be a Canadian citizen or permanent resident of Canada (landed immigrant or a protected person). Established in 2009 by the Canadian Federation of University Women/Ottawa, in honour of all members of the Club since 1910. Dr. Bell was club president from 1968-70, national president of the Canadian Federation of University Women from 1973-76, IFUW Convenor of Membership Standards 1974-80, IFUW Convenor for Status of Women and Cultural Affairs 1980-86, and was appointed a Member of the Order of Canada in 1981. Dr. Bell was awarded an honorary Doctor of Laws degree by Carleton University in 1984. She received the Governor General Award in Commemoration of the Persons Case in 2005. Revised 2016.</p> <p>New Terms:</p> <p>Value \$5000. Awarded annually on the recommendation of the Director of the Pauline Jewett Institute of Women's and Gender Studies to an outstanding full-time, full year student enrolled in the third or fourth-year majoring or minoring in Women's and gender Studies at Carleton University. Recipients must be a Canadian citizen or permanent resident of Canada. Preference will be given to a female student. Established in 2009 by the Canadian Federation of University Women/Ottawa, in honour of all members of</p>

			<p>the Club since 1910. Dr. Bell was club president from 1968-70, national president of the Canadian Federation of University Women from 1973-76, IFUW Convenor of Membership Standards 1974-80, IFUW Convenor for Status of Women and Cultural Affairs 1980-86, and was appointed a Member of the Order of Canada in 1981. Dr. Bell was awarded an honorary Doctor of Laws degree by Carleton University in 1984. She received the Governor General Award in Commemoration of the Persons Case in 2005. Revised 2016, 2017.</p>
<p>Name: Susan Scott Parker Scholarship</p>	<p>Scholarship – Dept.</p>	<p>Donor</p>	<p>Old Terms:</p> <p>Value \$1,000. Awarded annually on the recommendation of the Paul Menton Centre to an outstanding undergraduate student entering or proceeding from one year to another at Carleton University. Eligible students will have a permanent disability and be registered with the Paul Menton Centre. Preference will be given to a female student. Established by CFUW-Ottawa Club at the request of Fran Harding and funded through generous donations from Fran and other CFUW-Ottawa Club members. It is named in honour of Susan Scott Parker, a Canadian, who is an advocate for the rights of disabled persons in the United Kingdom.</p> <p>New Terms:</p> <p>Value \$1,000. Awarded annually on the recommendation of the Paul Menton Centre to an outstanding undergraduate student entering or proceeding from one year to another at Carleton University. Eligible students will have a permanent disability and be registered with the Paul Menton Centre and must be a Canadian citizen or permanent resident of Canada. Preference will be given to a female student. Established by CFUW-Ottawa Club at the request of Fran Harding and funded through generous donations from Fran and other CFUW-Ottawa Club members. It is named in honour of Susan Scott Parker, a Canadian, who is an advocate for the rights of disabled persons in the United Kingdom. Revised 2017.</p>
<p>Rosemarie Hoey Award in English</p>	<p>Scholarship Dept</p>	<p>Endowed</p>	<p>Old Terms:</p> <p>Awarded annually, on the recommendation of the Chair of the Department of English Language and Literature to students in their First or Second year of the English program for outstanding academic achievement. Special consideration may be given to students in the 1005 Seminar, the Twentieth century course or the Myth and Symbol course. Established in 1995 by Dr. Rosemarie A. Hoey. Endowed 2005. Revised 2005.</p> <p>New Terms:</p> <p>Awarded annually, on the recommendation of the Chair of the Department of English Language and Literature to students in their First or Second year of the English program who have demonstrated consistent growth in oral and written work. The intent of this fund is to encourage and support students who are pursuing an English major, minor, and/or a Departmental concentration. Established in 1995 by Dr. Rosemarie A. Hoey. Endowed 2005. Revised 2005, 2017.</p>

Senate Executive
August 29, 2017
11:00 a.m. in 503C Tory Building

MINUTES

Present: L. Dyke, B. Hughes, D. Russell, A. Summerlee (Chair), J. Tomberlin

Regrets: J. Debanné

The Chair called the meeting to order at 11:00 a.m.

1. Approval of the Agenda

The committee approved the Senate Executive agenda with the following modifications:

- Minutes from E-polls: add June 22 to the list
- Add under Other Business: Nomination of Senate representative for Chancellor Search Committee

2. Approval of the Minutes:

- a. The committee approved the minutes from the meeting of the Senate Executive – May 23, 2017
- b. The committee approved the minutes from E-polls with minor editorial corrections.

3. Approval of Senate agenda: September 8, 2017

The committee discussed the draft agenda for the next scheduled Senate meeting on September 8. The Clerk noted that there would be no report from SSCASP and that items from SAPC did not require immediate action from Senate. As a result, the committee decided to cancel the Senate meeting for September 8, and to roll over business from that meeting into the meeting scheduled for September 29. To avoid delaying Senate Committee nominee approval, a list of committee nominees will be

circulated by email in early September to Senate members for approval via e-poll.

4. Action under the Summer Empowering Motion: SCCASP Motion

A memorandum was circulated regarding the use of students' work in quality assurance and accreditation reviews, and the need to inform students explicitly that their work may be used in this way. The memorandum included a statement, approved by SCCASP via e-poll, that would be added as a late calendar modification for 2017 - 18. Senate Executive was asked to approve the proposed statement.

Members discussed how students might opt out of this process. The committee decided that for existing students, requests to opt out would be accommodated on a case-by-case basis, as individual requests are submitted. New students entering Carleton from Fall 2017 on would not be able to opt out.

It was **MOVED** (B. Hughes, J. Tomberlin) to include the proposed statement "Use of Student Work in Program Assessment" as a late modification to the 2017-18 academic calendar.

The motion **PASSED UNANIMOUSLY**.

5. Items for discussion:

a. FPA Board Secretary – attendance issue at Senate

According to governance rules, Faculty Board secretaries automatically become members of Senate. However, in at least one case this year the Faculty Board secretary is not able to attend Senate meetings due to scheduling conflicts. After a short discussion, the committee agreed that the Faculty in question (FPA) should be allowed to elect a separate member to serve on Senate.

b. Committee Nominees – Review

Progress has been made in filling faculty-specific vacancies on Senate Standing Committees. The current list of nominees for committee memberships will be presented to Senate for approval.

For non-specific Faculty vacancies on the Senate Executive Committee and the Senate Student Academic Integrity Appeals Committee, the Provost has agreed to consult with the Deans regarding appropriate faculty members for nomination.

c. Vacancy (Chair) for Senate Committee on Student Awards

A third faculty member is needed on this committee. The position of Chair is currently vacant, but the committee will choose its own Chair, once all of the faculty positions have been filled. The Provost has agreed to consult with Deans to find the right fit for this committee.

d. Vacancy (Chair) for Senate Review Committee

The Senate Review Committee (formerly Senate Financial Review Committee) has recently been redefined with new Terms of Reference. It is currently in need of a Chair, which is elected by Senate. Committee members put forward the names of two faculty members currently serving on the committee – Raili Pollanen (Spratt) and Roshdy Hafez (FED) – as candidates for this position. The Clerk of Senate agreed to contact one or both to determine availability and interest.

e. Nomination of a Senate representative for the Board of Governors

Alexis Shotwell (FASS) has been suggested as a possible candidate for this position. The Clerk of Senate will reach out to Professor Shotwell to gauge her interest; if she is available and interested, her name will be brought forward with other nominees to the next Senate meeting.

f. SMA for next Senate meeting

The Strategic Mandate Agreement will be circulated to Senate members for information, prior to the next Senate meeting. The Chair will speak to the SMA at the meeting.

6. Other Business

a. Senate Representative for Chancellor Search Committee

The Board of Governors is moving forward in the search for a new University Chancellor, and a representative from Senate is needed on this committee. Committee members approved the Chair's suggestion that Interim Provost and Vice-President (Academic) Jerry Tomberlin be recommended for this position.

The meeting adjourned at 11:27 a.m.

Senate Executive Committee
October 17, 2017
11:00 a.m. in 503C Tory Building

MINUTES

Present: J. Debanné, L. Dyke (acting Chair), B. Hughes, D. Russell, J. Tomberlin (by phone)

Guest: Emily Grant, President of CASG

Regrets: A. Chandler, A. Summerlee

The Chair called the meeting to order at 11:07 am.

1. Approval of the Agenda

The committee approved the Senate Executive agenda for October 17, 2017.

2. Approval of the Minutes

The Committee approved the minutes from the meeting of the Senate Executive on August 29, 2017.

3. Rescission of PhD Degree (J. Tomberlin)

Jerry Tomberlin spoke to this item. The student in question completed a literature review which drew substantial content from just two papers, one of which was not cited in the review. The student was asked to rewrite the review but the revised edition still made inappropriate use of the material from the two authors. The thesis was still valid but the literature review remained unacceptable. The Provost recommends that the degree be rescinded, that the student be allowed to rewrite the literature review, and potentially be awarded the degree again after one year. Committee members agreed that this action is appropriate, since the penalty is serious, but not career ending.

It was **MOVED** (Tomberlin, Debanné) that the Senate Executive Committee rescind the degree of the named student and approve the penalty as described in the memo dated October 12, 2017 to the Executive Committee.

The motion **PASSED UNANIMOUSLY.**

4. **Approval of Senate agenda:** October 27, 2017

L. Dyke asked for the Algonquin College strike to be added to the agenda for Senate, since our students in the BIT program, which is a joint program between Algonquin College and Carleton University, are being adversely affected by the strike.

A discussion ensued regarding the potential role of the Senate Emergency Academic Response Committee (SEARC) in dealing with this issue. Some felt that the Terms of Reference for SEARC would allow it to operate in this circumstance, as it was meant to address the modification of academic rules and procedures in the event of an emergency. Other Senators maintained that this committee should only be used if Senate cannot meet and/or if we are prevented from meeting in large groups, which would happen in the event of an epidemic or terrorist attack. The Governance Committee had discussed modifying the TOR for SEARC in the wake of the CUPE 4600 strike last year. These recommendations were not brought to Senate but will be reviewed at the Governance meeting on Thursday October 19.

It was agreed to bring this item to Senate as an extra agenda item for the meeting on October 27, and to wait for the report from the Governance Committee before deciding on further action. It was also suggested that members of the SEARC committee might meet informally to discuss possible actions that would help students and mitigate the impact of the strike, but that any such actions would need to be approved at Senate.

The Committee approved the agenda for the meeting of the Senate on October 27, 2017, with modification.

[J. Tomberlin left the meeting.]

NOTE: Due to changing circumstances, the agenda item regarding the strike was removed from the main Agenda several days after Senate Executive met. It was addressed in the Chair's remarks.

5. **Items for discussion:**

a. Student Senate and Senate Committee appointments

D. Russell, with assistance from K. McKinley (Secretary of Senate) and Emily Grant (President of CASG) presented to the Committee the list of

nominees for undergraduate student positions on Senate Standing Committees. Several positions were contested and nominations were received for almost all of the vacancies. The nominees were all verified to be in good standing and studying full-time at Carleton.

The Committee reviewed the list, applying the following guidelines to the process of matching students with positions:

- Any first year students were eliminated, as the AGU discourages first year students from serving on committees
- If a position is uncontested, the nominee is recommended for that position
- If possible, positions should be found for all nominees
- If two positions are available on a single committee, students from two different degree programs should be appointed, if possible.

The Committee arrived at a final list of recommendations to bring to Senate for approval on October 27.

Non-student committee appointments have mostly concluded, with the exception of the position of Chair for the Senate Review Committee, which still remains vacant. D. Russell agreed to send an email to Senators to ask for nominees for this position.

b. SMA Process

D. Russell and K. McKinley have been tasked with bringing to Senate background documents about the first Strategic Mandate Agreement. Although the submission and final signed agreement have been found, there are no documents outlining the past SMA process. L. Dyke agreed to investigate.

6. Other Business:

a. Call for Questions

The Call for Questions has been a required agenda item in Senate meetings for decades, as mandated in Senate Governance documents, but in recent years it has not been included on the agenda. The current President of Carleton would like to reinstate the Call for Questions as an agenda item, but Senate needs to be reminded of the process for using this item. The Call for Questions works best when Senators submit their questions in advance of the Senate Executive meeting (about two weeks before Senate meets). Questions then

would appear in the package circulated a week prior to the Senate meeting. This allows the President (or other Senators called on to answer) enough time to properly prepare a response and to present it in the Senate meeting, thus building in efficiency.

This was discussed and supported by the Senate Executive Committee. D. Russell agreed to present this plan to the President for his approval.

b. Chair for Senate Review Committee

The Senate Review Committee replaces the Senate Financial Review Committee. Its expanded mandate allows it to engage in a wide variety of problems and issues, in addition to the budget review.

D. Russell has agreed to send an email to Senators in an effort to find a volunteer/nominee for this role. The Committee proceeded to brainstorm potential names to bring forward. L. Dyke suggested Anne Bowker as a potential candidate.

7. Adjournment

a. The meeting was adjourned at 12:16 pm.

Senate Executive Committee
November 14, 2017
11:00 a.m. in 503C Tory Building

MINUTES

Present: A. Chandler, J. Debanné, L. Dyke, D. Russell, A. Summerlee (Chair), J. Tomberlin, C. Miller

Regrets: B. Hughes

Recording Secretary: K. McKinley

The Chair called the meeting to order at 11:00 am.

1. Approval of the Agenda

The Committee approved the Senate Executive Committee agenda for November 14, 2017.

2. Approval of the Minutes:

The Committee approved the minutes from the meeting of the Senate Executive Committee on October 17, 2017, with minor modifications.

3. Approval of Senate agenda:

The Committee noted that a report on minor modifications to Dominican University College courses for the 2017 – 18 academic year should be added under Item #9 – Reports for Information. Also noted was a spelling error under item 9(a). The committee approved the Senate Agenda for November 24, with these modifications.

4. Items for discussion:

a. Senate and Senate Committee appointments

i. Contract Instructor Election

The Senate Office has been working to fill two vacancies on Senate for Contract Instructor representatives. A Call for Nominations was distributed via CUPE 4600 in the first week of November, and an election was scheduled for November 9 – 10. However, because of issues with the voter list and ballot, the election was stopped on November 10, and ballots were

destroyed. The issues have been resolved and a revote is scheduled to run on November 16 – 17.

- ii. Undergraduate nominee for Senate Review Committee
The Senate Office has received a nomination from Mackenzie Mumby to fill the vacancy of undergraduate student representative on the Senate Review Committee. The position is uncontested. Mackenzie is currently also serving as alternate undergraduate student representative on the Senate Academic Governance Committee.

5. Other Business:

- a. A student graduating this fall has requested permission to carry his one-year old daughter with him when he crosses the stage to receive his degree. He is single-parenting for that weekend, is not from Ottawa, and does not have child care for that day. The committee agreed to allow the graduand to cross the stage with his child. Beadles will be advised to assist him, and to provide seating along the outside edge of the fieldhouse.
- b. Senate Meeting in December: Senate Executive will make a decision on whether Senate will meet in December. The next Senate Executive Committee meeting is scheduled for December 5.

6. Adjournment:

The meeting was adjourned at 11:15 am