



SENATE

Report to the Board

July 1, 2019 - June 30, 2020

Prepared by Betina Appel Kuzmarov, Clerk of Senate

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INTRODUCTION

Senate is pleased to provide a report on its work for the 2019/20 academic year. Senate met nine times throughout the year: Sept. 20, Oct. 18, Nov. 29, Jan. 31, Feb. 28, Mar. 27, Apr. 24, May 29, and Jun. 19. What follows is a summary of the actions at these meetings.

ABOUT SENATE

Senate is the highest academic body in the university. With responsibility for academic governance, Senate makes decisions of significant importance to students and faculty. Regular work of Senate includes awarding degrees, approving medalists, developing scholarships, approving new programs and revising curricula, and establishing regulations concerning students' academic work.

Additionally, Senators oversee and provide feedback to important university documents and strategies. This year, Senate approved the Strategic Integrated Plan, and was consulted on the Strategic Mandate Agreement and the Carleton University Strategic Indigenous Initiatives Committee Report: Kinàmàgawin. Additionally, over the course of the year, Senate approved two new programs, 16 new minors, concentrations, and specializations, and 23 cyclical reviews to identify strengths and areas of improvement within selected programs. To help in the exercise of its powers, Senate has 10 standing committees.

Senate is composed of up to 86 members representing the Carleton community:

- 2 contract instructors
- 10 elected undergraduate students
- 3 graduate students
- 23 ex-officio members
- 4 members of the Board of Governors
- up to 4 special appointments

An appointed faculty member serves as Clerk of Senate, a position that manages the affairs of Senate with the support of the University Secretariat.

The university's President and Vice-Chancellor serves as the Chair of Senate.

RESPONDING TO COVID-19

To adapt to the COVID-19 pandemic, Senate ensured the continuity of its operations by successfully moving all meetings and Senate committee business online. As the highest academic body at Carleton, Senators were advised on a series of modifications or reports pertaining to remote learning, the well-being of students, and the priority of health among the campus community. The first virtual meeting of Senate was held on Mar. 27, and for the foreseeable future, all meetings of Senate and Senate Committees will continue to be held online.

Approved SAT/UNS alternative grading for Winter 2020 term

In the spirit of flexibility and compassion, Senate approved a grading mode for the Winter 2020 term that allowed students the option of converting their grades to Satisfactory or Unsatisfactory (SAT/UNS). This measure ensured that the ongoing pandemic would not affect students' permanent record, as SAT/UNS grades are not used in the calculation of CGPA.

Summer and Fall 2020 courses moved online

For reasons of public safety, Carleton decided that all undergraduate and graduate courses held during the Summer and Fall 2020 terms were to be taught online or through methods of distance learning.

Cancelled outgoing International Learning Opportunities

All outgoing international experiential learning opportunities were cancelled for the Summer 2020 semester.

Amended Academic Performance Evaluation (APE) rules for 2019-20 to support students

Senators passed a motion to amend the Academic Evaluation Rules for the 2019-20 year. This action was created to further support students as they pursue their studies during the pandemic. Additionally, a motion to allow more flexibility in providing awards and scholarships to students was also passed.

Received and endorsed Carleton University Scenario Planning (CUSP) recommendations

Senate received a presentation on the 10 guidelines created by CUSP. These recommendations ensure the safety and health of the Carleton community as we continue to fight the COVID-19 pandemic.

Mandated SQAPC to conduct a review of the pivot to online learning

Senate mandated the Senate Quality Assurance and Planning Committee (SQAPC) to review the pivot to online learning that occurred at the end of the Winter 2020 term, provide a report on the best practices of remote teaching, and monitor the online preparations of the Fall 2020 semester.

Extension of Contract Instructor Term

Senate approved the extension of the 2019/20 Senate terms for contract instructors until September 30, 2020. This modification was added to ensure contract instructors could be present for any Senate business that may take place over the summer.

GRADUATION AND CONVOCATION

Senate's role in Convocation includes approving the Convocation schedules, graduating students, approving recipients of medals and prizes, recommending potential recipients of honorary degrees and organizing the academic procession.

Fall Convocation

At the Oct. 18 meeting of Senate, Senators approved the graduation of 1,365 students. The Clerk of Senate served as the Marshal of Convocation for the Fall ceremony on Nov. 9.

Total of 6,408 students approved to graduate

In addition to the 1,365 students approved for Fall, Senators approved the degrees of 1,153 students at the Feb. 28 meeting, and the graduation 3,890 students at their June 19 meeting.

Postponement of June Convocation

Due to provincial physical distancing guidelines, Carleton made the difficult decision to postpone the June 2020 Convocation. In-person Convocation will resume once public health authorities have indicated that it is safe to host large in-person events. In lieu of Convocation, the university recognized the graduating class of 2020 by creating a Graduation Celebration webpage that could be enjoyed virtually. Throughout the week of June 22-26, 2020, the entirety of the Carleton community celebrated the accomplishments of our graduates. Also, in a special visit to campus, Prime Minister Justin Trudeau broadcasted a commencement address to Canada's graduating class of 2020.

Medals and Prizes

One of the core functions of Senate is the approval of nominations for medals and prizes. In the 2019/20 academic year, Senate was pleased to approve 362 medalist nominations. The medals and prizes awarded includes:

Fall 2019

1 Governor General Gold Medal at the Graduate Level

1 Chancellor's Medal at the Undergraduate Level

1 President's Medal at the Undergraduate Level

1 University Medal at the PhD Level

4 Senate Medals at the PhD Level

1 University Medal at the Master's Level

5 Senate Medals at the Master's Level

14 University Medals at the Undergraduate Level

17 Senate Medals at the Undergraduate Level

Spring 2020

2 Governor General Silver Medals at the Undergraduate Level

1 Chancellor's Medal at the Undergraduate Level

1 President's Medal at the Undergraduate Level

1 University Medal at the PhD Level

5 Senate Medals at the PhD Level

1 University Medal at the Master's Level

6 Senate Medals at the Master's Level

21 University Medals at the Undergraduate Level

279 Senate Medals at the Undergraduate Level

STRATEGIC INTEGRATED PLAN

Senators were consulted on the Strategic Integrated Plan (SIP) seven times throughout the academic year before approving the strategy at the May 29 meeting. The four SIP co-chairs regularly addressed Senate on the progress of the plan: Lorraine Dyke, Deputy Provost, Academic Operations and Planning, Patrice Smith, Dean, Faculty of Graduate and Post-Doctoral Affairs, Cindy Taylor, Assistant Vice-President (Human Resources), and Betina Appel Kuzmarov, Clerk of Senate. Together, they led the SIP task force, composed of 20 faculty, staff and students, throughout the development of the plan.

On Sept. 5, 2019, Carleton launched the strategic planning process. For the next year, the university engaged in a consultative process that involved the entirety of the Carleton community, and welcomed a series of high-profile speakers to help stimulate thinking.

For the next five years, Carleton will look to the SIP as a roadmap to help guide the university in fulfilling its aspirations. The plan is centered around three main axes, and aims to Share Knowledge, Shape the Future, Serve Ottawa, Serve the World; Strive for Wellness, Strive for Sustainability.

Kinàmàgawin (LEARNING TOGETHER)

After completing an 18-month consultative process, the Carleton University Strategic Indigenous Initiatives Committee (CUSIIC) co-chairs presented their final strategy titled Kinàmàgawin (Learning Together) to Senate. The report contains 41 Calls to Action, and is an overarching strategy that outlines the efforts Carleton will take to create a safer space for Indigenous students and faculty members, protect and promote Indigenous knowledge, and support and maintain respectful relationships between the university and Indigenous communities. The document is a milestone for the university, and a stepping-stone for future efforts of reconciliation. Prior to its completion, Senate was consulted on Kinàmàgawin at their Nov. 29 meeting.

PRESENTATIONS

Preliminary Operating Budget 2020-21

At the April 25 meeting Senators received a presentation from the Provost and Vice-President (Academic), Jerry Tomberlin on the preliminary operating budget for the upcoming year.

Coordinated Accessibility Strategy Presentation

A draft of the Coordinated Accessibility Strategy was shown to Senate at their Nov. 29 meeting. Professor Adrian Chan stressed the importance of the strategy in enhancing Carleton's culture of accessibility and inclusivity.

MODIFICATIONS AND POLICIES

New Policy on Academic Accommodations During Labour Disputes

Senate approved a new policy that formally governs the process of providing accommodations for students unable to participate in academic activities in the case of a labour disruption, legal strike, or lock-out while maintaining academic standards.

46 New Student Awards

Over the course of the 2019/'20 year, the Senate Committee on Student Awards reviewed the terms of reference for 46 newly created student awards, including 24 scholarships and 22 bursaries.

COMMUNICATIONS

Inside Senate

Highlights of each Senate meeting are curated and distributed to Carleton's staff and faculty through the Top 5 (a daily email newsletter). All issues of Inside Senate can also be located on the external website. These summaries ensure that Senate's key decisions are accessible to the Carleton community. Nine Inside Senate summaries were created during the 2019-20 academic year.

Senate Intranet

A Senate Intranet page was created to safely distribute materials for each meeting. Each Senator is required to enter a username and password in order to gain access to the intranet. Open meeting materials and minutes are uploaded on the external Senate site for the public to view.

Senate Survey

From May 24 to June 17, 2020, Senate conducted its second annual survey. The survey was designed to gather feedback and commentary from Senators on their experience in the last year. Findings of the report will be shared with Senators in Fall 2020. This year's survey had 15 questions, and grossed a response rate of 41%.

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