



*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 April 22, 2022 at 2:00 pm  
Via Videoconference

## Minutes

**Present:** S. Ajila, B.A. Bacon (Chair), M. Baez, M. Barbeau, O. Baysal, V. Bhatia, S. Blanchard, D. Brown, M. Burns, B. Campbell, A. Chandler, T. Daniels, J. Dawson, C. Del Gaudio, M. DeRosa, D. Deugo, G. Garland, D. Gillberg, F. Goffi, R. Goubran, S. Gulati, M. Haines, L. Hayes, K. Hellemans, M. Huckvale, C. Klein, J. Kovalio, A. Lannon, C. Laurendeau, M. Lundy, A. MacGillivray, B. MacLeod, S. Maguire, J. Malloy, P. Mkandawire, K. Moss, M. Murphy, J. Murray, H. Nemiroff, B. O'Neill (proxy: M. Francoli), A. Park, J. Ramnarine, P. Rankin, M. Rodney, M. Rooney, D. Russell, S. Sadaf, J. Sinclair-Palm, S. Sivathayalan, E. Sloan (Clerk), P. Smith, D. Sprague, C. Taylor, K. Taylor, R. Teather, J. Tomberlin, J. Voordouw, J. Wallace, P. Wilson, B. Wright,

**Regrets:** J. Milner, B. O'Connor, J. Taber, W. Ye

**Absent:** P. Andrée, V. Asi, C. Ayalogu, V. Gonzalez, B. Hallgrimsson, A. Hashimi, F. Hosseinian, K. Keller, L. Kostiuk, E. Kwan, R. McKay, D. Okoth, G. Patey, C. Young, P. Wolff,

**Recording Secretary:** K. McKinley

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### 1. Welcome & Approval of Agenda

The meeting was called to order at 2:02 pm. The Chair began the meeting by acknowledging the recent passing of Dr. James Downey, who served as Dean of the Faculty of Arts & Social Sciences and President Pro-tempore at Carleton, before receiving the Order of Canada in 1996. The Chair also acknowledged the passing of Mr. Glen Kit, an alumnus of Carleton who served for over 40 years as Lab Coordinator in the Department of Biology, before retiring in 2020. A Senator also noted the recent passing of Professor Mohamed El-Tanany, from the Department of Systems and Computer Engineering. The Chair expressed

condolences to those who knew and loved these members of the Carleton community.

The Chair welcomed to Senate Dr. Lorraine Dyke, who began her new position as Vice-President Finance and Administration on April 1<sup>st</sup>, and acknowledged outgoing student ex officio members Chi-Chi Ayalogu (GSA), Victoria Asi (GSA), Ahmad Hashimi (CUSA) and Jennifer Ramnarine (CASG). New student ex officio members will be joining Senate on June 3<sup>rd</sup>.

It was **MOVED** (M. Haines, J. Sinclair-Palm) that Senate approve the agenda for the meeting of Senate on April 22, 2022, as presented.

The motion **PASSED**.

## **2. Minutes: March 25, 2022**

It was **MOVED** (S. Sadaf, G. Garland) that Senate approve the minutes of the meeting of Senate of March 25, 2022, as presented.

A Senator asked for a small addition to the minutes to clarify the response to a question in the Question Period section.

With this change, the motion **PASSED**.

## **3. Matters Arising**

There were none.

## **4. Chair's Remarks**

The Chair began his remarks with an update on the Covid pandemic and its impact on Carleton in the coming weeks. He noted that Ottawa is in the middle of a 6<sup>th</sup> wave. As a result, and in accordance with public health recommendations, Carleton will be maintaining a mandatory mask mandate until further notice. Current modeling indicates that the sixth wave will recede in 4 – 6 weeks.

The Chair informed Senators that Carleton will be celebrating Convocation this June with 2 weeks of in-person ceremonies, the week of June 13 - 17 for returning 2020 and 2021 graduates, and the week of June 20 - 24 for 2022 graduates. The schedule of ceremonies for both weeks has been posted on the Convocation website, and the Chair encouraged Senators to register to attend one or more ceremonies. The deadline to sign up in May 13.

The Chair reminded Senators that April 22<sup>nd</sup> 2022 is also Earth Day. Carleton has a strong commitment to sustainability and meeting the challenge of climate change through teaching research and campus operations. The Association for Sustainability in Higher Education (AASHE) has recognized Carleton's leadership in this regard by awarding Carleton a Gold Certification in its latest STARS (Sustainability Tracking and Ranking System) assessment.

The Chair noted that Carleton's Campus Master Plan will be updated in 2022. The Master Plan provides vision for the future development of the campus along with associated operational strategies and plans. This third refresh will be led by VP Finance & Administration Lorraine Dyke, and will include opportunities for input from faculty, staff and students. The Chair encouraged all to contribute ideas and suggestions.

The Chair concluded his remarks by highlighting the following recent achievements:

- Rowen Thomson (Medical Physics) and Boris Vukovic (Industrial Design – Accessibility) each have received \$250,000 from the New Frontiers in Research Fund, for interdisciplinary research into new areas.
- EY Canada and Carleton's Sprott School of Business are collaborating to foster leadership and talent development for students in the Sprott Student Consulting Group. Through this partnership, professionals from EY will provide mentorship and coaching to Sprott student consultants.
- The first annual TechTalks Ericsson-Carleton Symposium, focusing on 5G wireless communications research, was held virtually in March. The event showcased the collaboration between Ericsson and Carleton and drew hundreds of attendees from Canada, the United States and Europe.
- The Institute of European, Russian and Eurasian Studies in collaboration with the Jean Monnet Centre of Excellence at Carleton hosted an online roundtable on April 14. The event brought together a panel of experts, including Senator James Milner from the Department of Political Science, to discuss Ukrainian refugees, the responses to the ongoing humanitarian crisis and possible lessons learned from other recent conflicts involving mass migration.
- The first annual Women in Sports Leadership Symposium was held on April 13 via Zoom videoconference. This student-led initiative aims to inspire the next generation of women pursuing careers in the sports industry.
- Finally, the Chair extended congratulations to the Carleton Ravens Men's Basketball team for achieving their 16<sup>th</sup> national championship. Congratulations were extended to Coach Taffe Charles, and U Sports player of the year Lloyd Pandi, who is entering the MBA draft.

## 5. Question Period

Senators submitted in advance five questions that fell into four broad topics:

a) Mask Mandate (2 questions)

- *Julia Sinclair-Palm: Covid numbers seem to be on the rise again and I'm worried about the upcoming changes to remove mask mandates on campus. I know that Brock University is keeping their mask mandate and I'm wondering why we wouldn't do the same. With so many students and faculty getting Covid in the last month, it seems crucial that we keep a mask mandate to protect our community. I am also thinking about convocation and the risks associated with being in close quarters with little ventilation, especially if folks aren't wearing masks. I would love to celebrate the success of my students, and I know that I will be hesitant to attend convocation unless masking is required. It would be helpful for me to know more about the arguments against masking on campus when the benefits are so great.*
- *Morgan Rooney: On March 29th, Carleton announced its plan to suspend vaccine and masking requirements on campus starting May 1st. Since that time, as of the date of writing this (April 8th), the following developments have taken place, all of which indicate that the COVID-19 situation in the province is worsening and that we are in the midst of a 6<sup>th</sup> wave of the pandemic:*

*According to its own reporting, Carleton experienced a near-threefold increase in COVID-19 cases on campus for the month of March 2022, with 270 cases reported as of March 31. For all prior months (Sept. – Feb.), Carleton reported approximately 100 cases, meaning that ~73% of all cases since the start of the Return to Campus plan took place in the last month. [As reported by the Ottawa Citizen](#), Carleton has since also [removed all case count figures from its website](#), making it impossible to get updated data.*

*[According to the Ottawa COVID-19 website](#), Ottawa is experiencing a substantial increase in its COVID wastewater viral signal. Wastewater levels are often described as a "lagging indicator," because they usually rise in advance of surges in reported cases and hospitalizations.*

*[According to the Science Table COVID-19 Advisory for Ontario](#), Ontario is*

*experiencing a substantial increase in the COVID “R(t)” (Reproduction) rate. The R(t) rate for Ontario is now well over 1, indicating that the province is experiencing “exponential growth” with respect to COVID cases.*

*According to the CBC, Ontario is seeing “100,000 to 120,000 new cases of COVID-19 cases daily.” The source for that estimate is Dr. Peter Juni, the director of Ontario’s COVID-19 science advisory table.*

*According to its own website, Brock University is maintaining its vaccine and masking mandates beyond the Winter 2022 term, showing that it is within the power of other Ontario universities to the same.*

*Given these factors, will administration assert the authority it has and, in the name of the health and safety of all members of the Carleton community, maintain most or all of the health and safety mandates currently in place—particularly the masking mandate?*

These two questions were addressed by the Chair in the Chair’s Remarks. In response to a follow-up question the Chair noted that at this point masks will be required for Convocation; an update will be provided at the next Senate meeting.

b) Covid reporting on website (A Chandler)

*As of April 6, the university’s Website was no longer showing COVID cases on campus, despite the numbers being visible earlier for January, February and March of this year; nor was it showing past numbers of reported COVID on campus. What is the reason for the change? Given that classes and exams continued to take place in April, members of the community might welcome this information.*

<https://carleton.ca/covid19/updates/cases-on-campus/>

Response by Chair and VPSE Suzanne Blanchard: Because of the nature of the Omicron variant, it is no longer possible to obtain an accurate picture of the progression of the pandemic through case count. Ottawa Public Health is no longer providing data, and the Rapid Antigen tests are not entirely reliable. Members of the Carleton community who are experiencing symptoms are still expected to complete the symptoms reporting via CU Screen, and can expect a follow up by Environmental Health & Safety or by Health and Counselling Services.

c) Summer enrolment (M. Rooney)

*What do our enrollment and course cancellation numbers look like for our Summer 2022 in-person course offerings in each of the five faculties? If they are anomalous, do we have any sense as to whether or not student concerns about the health and safety of Carleton classrooms after May 1st may have been a factor in student decision-making? For that matter, what steps has administration taken since March 21st, 2022, to consult with Carleton students regarding the health and safety regulations that they would like to see in place at Carleton moving forward?*

Response by VPSE Suzanne Blanchard: Summer enrolment is tracking to meet the expected pre-Covid levels. A mixture of online and in-person courses are offered to balance pedagogical needs and student preferences, but the goal is to bring students back to in-person learning.

In response to a follow-up question, VPSE Blanchard noted that the tunnels are currently not operational as the new ventilation system has not yet been installed. As a result, tunnel access over the summer will remain restricted to authorized personnel only and to those with approval for accessibility reasons.

d) Preparations for the Fall (J. Sinclair-Palm)

*Thinking ahead to the fall, I'm interested in how faculty can prepare for the hopeful return to mostly in-person classes. I have heard from a lot of educators in both universities and k-12 classrooms that students are struggling to socialize with each other and to verbally communicate their ideas in class. What can we do as a university to support people in this significant transition to in-person learning?*

Response from VPSE Suzanne Blanchard: A team within Students & Enrolment is engaging with this issue, and working on strategies to ease the transition back to in-person teaching and learning. The S&E team is looking at developing an expanded Orientation for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year students that will include information on programs, services, activities and social opportunities for students coming onto campus for the first time. The goal will be to provide additional support for students from all years who may be concerned about the transition to full-time in-person on-campus learning.

## 6. Administration (Clerk)

### a) Alternate Marshals for Convocation

According to the Academic Governance of the University (AGU), the Clerk of Senate may, with approval from Senate, designate a full-time tenured faculty member to act as Marshal of Convocation (AGU Article 6, Section 2). Since the June 2022 Convocation will consist of 40 ceremonies spread out over 2 weeks, the Clerk is requesting that Senate approve the designation of two previous Clerks of Senate to assist and to serve as alternate Marshals for some of these ceremonies.

It was **MOVED** (K. Taylor, S. Ajila) that Senate approve the designation of Professor Donald Russell and Professor Betina Kuzmarov as Marshal of Convocation for ceremonies between June 13 and June 24, 2022, as needed.

The motion **PASSED**.

### b) Senate Survey – last call

The Clerk reminded Senators who have not already done so, to participate in this year's Senate Survey. An invitation with link to the survey was sent to Senators in early April; the survey closes on April 30<sup>th</sup>.

## 7. Reports

### a) Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP)

Committee Chair Howard Nemiroff presented 3 items for approval and 1 item for information.

#### Items for approval:

Sprott Streams (re avoiding overlapping newly developed Sprott streams)

It was **MOVED** (H. Nemiroff, S. Maguire) that Senate approves the revisions to Regulations TBD-1598 R-UG-Business effective for the 2022/23 Undergraduate Calendar as presented.

The motion **PASSED**.

3.2.6 Minimum CGPA Requirements (CGPA requirements for continuation adjusted to conform to ACE re credits thresholds)

It was **MOVED** (H. Nemiroff, S. Sivathayalan) that Senate approves the revisions to Regulations TBD\_1873 R-UG-3.2.6 Minimum CGPA Requirements effective for the 2022/23 Undergraduate Calendar as presented.

The motion **PASSED**.

3.4.6 Minimum CGPA Requirements for Graduation (CGPA requirements for graduation – explains how students are moved into a non-honours equivalent)

If was **MOVED** (H. Nemiroff, K. Moss) that Senate approves the revisions to Regulations TBD-1882 R\_UG\_3.4.6 Minimum CGPA Requirements for Graduation effective for the 2022/23 Undergraduate Calendar as presented.

In response to a question from a Senator, the committee Chair noted that the movement out of an honours program is one option to help a student to complete the degree, if the CGPA requirements for graduation in an honours program cannot be met. Generally, this is automatically done if the CGPA is under 6.0 and the student has completed 15.5 credits or more. The committee Chair noted that regular ACE evaluation each semester can alert students to issues and provide them with chances to catch up, but if necessary, this “off ramp” can provide a way forward if it is not possible to continue in the honours program. In response to a follow-up question, it was noted that there could be other options for students whose CGPA is very close to 6.5, such as retaking a course or two, but these would be decided on a case-by-case basis.

The motion **PASSED**.

**Item for Information:**

- Minor modifications for April 2022

## **7-Reports, cont'd**

### **b) Senate Quality Assurance and Planning Committee**

Committee Chair Dwight Deugo presented one major modification for approval.

It was **MOVED** (D. Deugo, M. DeRosa) that Senate approve the introduction of the 15.0 credit BSc program in Physics as presented with effect from Fall 2023.

The motion **PASSED**.



**c) Senate Executive Committee**

The Clerk of Senate presented this item. The Senate Executive committee is responsible for nominating Special Appointments to Senate, including the COU Academic Colleague and the Alumni Representative. Senate then votes to recommend these to the Board of Governors for approval.

It was **MOVED** (E. Sloan, L. Dyke) that Senate recommends to the Board of Governors the nomination of Kim Hellemans as Senate COU Academic Colleague, to serve a 3-year term of service beginning July 1, 2022. The motion **PASSED**.

It was **MOVED** (E. Sloan, K. Taylor) that Senate recommends to the Board of Governors the nomination of Margaret Haines as Senate Alumni Representative, to serve a 3-year term of service beginning July 1, 2022. The motion **PASSED**.

**7-Reports, cont'd**

**d) Senate Academic Governance Committee (SAGC) (Clerk)**

The Senate Academic Governance Committee is responsible for directing the nomination and election process for Senate committee membership. On an annual basis, SAGC members review Senate faculty and student committee nominations to make recommendations to Senate on the allotment of membership positions, based on a number of established protocols, including nominee preference, background and experience.

The committee received nominations from 5 faculty members and 17 students, and presented the following recommendations to Senate:

**Senate Executive Committee**

- Root Gorelik – Faculty member
- Sean Maguire - Undergraduate student (incumbent)

**Senate Quality Assurance and Planning Committee**

- Pamela Wolff – faculty member (Science)
- Sara Berkes – Graduate student
- Jeff Frank – Undergraduate student

**Senate Committee on Curriculum Admissions and Studies Policy**

- Laura Hnatiw – Graduate student
- Jennifer Ramnarine – Undergraduate student

#### **Senate Academic Governance Committee**

- Georgette Morris - Graduate student
- Karl Alary – Undergraduate student (incumbent)

#### **Senate Library Committee**

- Ally Krueger-Kischak – Undergraduate student

#### **Honorary Degrees Committee**

- Asha Berbeck - Undergraduate student

#### **Senate Academic Integrity Appeals Committee**

- Julie Murray – faculty member (FASS)
- Chelsie Smith – Graduate student (incumbent)
- Jesse Monteith – Undergraduate student (incumbent)

#### **Senate Committee on Undergraduate Student Awards**

- Edward Cyr – faculty member (FED)
- Shaolin-Rose Gawat – Undergraduate student
- Sean Cruz – Undergraduate student

#### **Graduate Student Appeals Committee**

- Christiane Wilke - Faculty member (FPA)
- Mason Rodney – Graduate student (incumbent)

#### **Senate Review Committee**

- Kaniz Sinethyah – Undergraduate student
- Anthony Valenti – Undergraduate student

It was **MOVED** (E. Sloan, S. Ajila) that Senate ratify the new Senate committee appointments, as presented, for terms of service beginning July 1, 2022. The motion **PASSED**.

### **8. Draft 2022-23 Operating Budget Presentation**

Provost Jerry Tomberlin presented a report to Senators on the draft Operating Budget for 2022-23. Following the presentation to Senate, the Operating Budget will be presented to the Board of Governors for approval on April 28, 2022.

The Provost began by reviewing the planning cycle, planning principles and prioritization process that is involved in drafting the annual operating budget.

The planning cycle spans almost an entire year, beginning in the fall with the establishment of guidelines and the planning framework. Budget planning principles include enhancing Carleton's academic mission, supporting the goals of the Strategic Integrated Plan, and achieving the performance targets of the current Strategic Mandate Agreement. In general, the goals are financial stability and sustainability, with a conservative budget that will ensure continued success following the health crisis of the past few years.

Over the longer term, the university will seek to diversify and increase revenue from non-government sources while investing in strategies to promote the strategic use of limited resources.

The proposed budget is based on the assumption that the corridor model and performance-based funding will continue, and that enrolment will remain stable over the current planning horizon. Domestic tuition fees also are assumed to remain frozen for 2022-23 and 2023-24, with the possibility of modest increases thereafter. Financial risk will be mitigated by conservative base budget allocations, and by encouraging RPCs to use existing carry-forward funds.

The revenue and expenses of the proposed 2022-23 operating are \$521M which shows a modest increase of \$6M from the previous year's budget. Government related income, including government grants and domestic tuition accounts for approximately 2/3 of revenues. Approximately 74% of expenses are devoted to salaries and benefits with an additional 12% for infrastructure and 8% for student support.

New allocations of \$9.8M in base and \$21.9M in fiscal are recommended for RPCs, university budgets and contingencies. The Provost provided a detailed breakdown of budget priorities for these allocations.

A Senator asked the Provost to comment on the potential impact of inflation on the university budget, considering as well the continued tuition freeze and 1% salary cap. The Chair noted that inflation will have an impact on operating costs and other expenses, but it is unclear how long the spike will last. It is also unclear how long the tuition freeze will continue, but this may be clarified after the provincial election later this year. The legislated 1% salary cap will begin to lift this year, which will further impact the university budget. However, Carleton continues to budget conservatively to protect the financial health of our institution.

The Chair thanked the Provost for the thorough presentation.

## **9. Reports for Information**

- a) Report from COU Academic Colleague
- b) Faculty Gender Report
- c) Senate Executive Committee Minutes (March 15, 2022)

A Senator asked for clarification on the *Walls to Bridges* program referenced in the Report from the COU Academic Colleague. In response, it was noted that this initiative is run from the University of Ottawa, as an example of effective community outreach.

## **10. Other Business**

There was none.

**11. Adjournment** – The meeting was adjourned (S. Ajila, J. Sinclair-Palm) at 3:30 pm.