

To: Senate, Carleton University

CC:

From: Senate Graduate Student Appeal Committee

Members: Siva Sivathayalan (Professor, Civil & Environmental Engineering)

Ian Lee (Associate Professor, Sprott School of Business)

Hemant Gupta (Graduate Representative, School of Computer Science)

Date: 5/2/2018

Re: *Senate Graduate Student Appeal Committee – 2017/2018*

There were no student appeals during this academic year, and thus the committee did not have any meetings.

The committee currently has three open positions and it is understood that a call for nominations have been made. We look forward to these positions being filled.



To: Donald Russel, Clerk of Senate
CC: Diana Majury, Department of Law and Legal Studies
Roy Hanes, School of Social Work
From: Beth Hughes, Centre for Initiatives in Education
Date: 5/23/2018
Re: Report for the Senate Academic Accommodations Appeals Committee 2017-2018

Committee Membership:

Roy Hanes, School of Social Work
Beth Hughes, Centre for Initiatives in Education
Diana Majury, Department of Law and Legal Studies

Activity for 2017-2018:

There is no activity for 2017-2018 to report for the Senate Academic Accommodations Appeal Committee, as no appeals were filed.

Proposed Activity for 2018-2019:

The Committee proposes to examine how students, with Academic Accommodations, are made aware of the appeals process.

Senate Committee on Student Awards - Annual Report 2017-2018

This report is being submitted on behalf of the Chair of the Senate Committee on Student Awards, Susan Whitney

Committee Membership of 2017-2018

Prof. Susan Whitney, Department of History (Chair)
Perry Legakis, Director of Student Awards (Secretary)
Prof. Shawn Kenny, Department of Civil and Environmental Engineering
Prof. Paul Peters, Department of Health Sciences
Valerie Evans, designated by Vice-President, Finance & Administration
Elizabeth Disabato, designated by Chief Advancement Officer (University Advancement)

Activities

The committee met on November 8, 2017 to review operations and terms of reference, including the process for reviewing awards and regulations related to the administration of the scholarship and bursary programs. Members agreed that committee meetings may be conducted electronically to approve new awards and review decisions relating to the administration of the scholarship and bursary programs if requested.

During the year the committee reviewed the terms of 54 newly created awards and the revised terms of 11 existing awards. The new and revised terms have all been accepted.

The following is a breakdown of new awards and source of funding:

| | | | |
|---------------------------------|----|------------------------|----|
| Entrance Scholarship - Endowed | 3 | Bursary – Endowed | 7 |
| In-Course Scholarship - Endowed | 10 | Bursary – Donor | 9 |
| Dept Scholarship - Endowed | 13 | Dept Bursary – Endowed | 5 |
| Dept Scholarship - Donor | 3 | Dept Bursary - Donor | |
| Athletic Award - Endowed | 4 | | |
| | | | |
| | | | |
| Total new Scholarships | 33 | Total new Bursaries | 21 |

The committee met on Tuesday April 24, 2018 and Wednesday April 25, 2018 to determine Prestige Scholarship and Carleton Capital Scholarship recipients for the 2018-2019 academic year.

24 Prestige Awards

10 Chancellor's Scholarships, value \$30,000
3 Carleton University Scholarship of Excellence, value \$20,000
2 Carleton University Shad Valley Scholarship of Excellence, value \$20,000
7 Richard Lewar Entrance Scholarships, value \$21,500
1 Riordon Scholarship, value tuition x 4 years
1 Collins Prestige Scholarship, value tuition x 4 years

Carleton Capital Scholarships

Up to 13 students, value \$2000 in first year (offered in addition to other awards)

A total of 92 applications met all basic criteria of grades, leadership, community service and extra curricular activities and were selected to be reviewed by the committee.

The committee members independently applied the subjective criteria of leadership, community service and extra curricular activities and selected award winners.

For 2017-2018

Over \$21.4 million in scholarships and bursaries was awarded to undergraduate students.



May 16, 2018

The Senate of Carleton University
Attn: Professor Donald Russell, Clerk

Re: Senate Student Academic Integrity Appeal Committee Report for 2017/2018

Dear Senators,

The Senate's Academic Integrity Policy (the Policy) sets out the University's commitment to integrity in scholarship, and provides the framework within which students are guided and held accountable for academic integrity. Instructors refer cases of suspected violation of the Policy to Deans and Associate Deans who, after meeting with the students, make decisions about whether the Policy has been violated. In turn, they, with the Provost in some cases, impose appropriate sanctions. Students can appeal those decisions to the Senate Student Academic Integrity Appeals Committee (SSAIAC).

This report summarizes data collated by the Registrar's Office on violations of the Policy from May 1, 2017 to April 30, 2018. It also reports on appeals made to SSAIAC.

SAIAC is composed of faculty members and students from across the university. The Committee was chaired by James Cheetham (Science), with Dana Dragunoiu (FASS), Oren Petel (Engineering) and Mike Hine (Sprott) serving as the faculty representatives. The graduate student representative was Lisa Armstrong and the undergraduate student representatives were Emmett Bisbee and Scott Taylor. All the committee members put a great deal of effort and thoughtfulness into ensuring that students receive a fair hearing and that the Policy is interpreted and applied in a consistent and equitable fashion.

The Registrar's Office acts as the repository of records under the Policy, and provides advice to students about the Policy and in particular about the appeals process. James Moreton, Assistant Registrar, Central Academic Records acts as the secretary for SSAIAC. He received excellent support from members of his own staff. In addition, the University Ombuds office assists students with the process and their contributions are greatly appreciated.

Violations of the Policy

Table 1 below shows the distribution of cases where it has been determined that students have violated the Policy. The cases are categorized by type and by Faculty for 2017/18 with comparative data for 2016/17. Please note that data is not collected on those allegations where no violation of the Policy has been determined.

It is important to note that the recent labour disruption led to a significant delay in recording of cases – this has led to an appearance of a decrease in overall violations – the backlog was cleared in May, so this difference will carry-forward to the 2018/19 report. It is therefore difficult to draw conclusions on this year's data.

The majority of academic integrity violations involve plagiarism, unauthorized collaboration and test/exam (560 cases total). This is largely unchanged from prior years. It is worth noting the significant increase in resubmission offences.

The faculties of Science and Engineering remain the two largest faculties in terms of overall numbers of offences.

Academic Integrity Appeals

11% percent of the students found to have violated the Policy appealed to the Committee. As of April 30, 2018, the Committee had completed 60 appeal cases for the 2017/2018 academic year. This represents a 7% increase in the number of appeals reviewed from 2016/2017. All of the cases involved undergraduate students from across the faculties. [Refer to Table 2]. It is worth noting that the labour disruption also prevented the regular meeting of the Committee and that an additional 11 cases were heard in early May – with those factored into the statistics, the volume was 27% higher than last year.

Of the 60 cases reviewed by the Committee by April 30, 29 of these were cases relating to unauthorized collaboration, compared to 13 cases in 2016/2017. This group represents the largest single category and also almost half the overall cases.

Of the 60 appeals completed, the Committee upheld the original decision of the Associate Dean in all 60 cases. In 2016/2017 53 cases were upheld and 3 were overturned. Reasons for the low overturn rate continue to be the careful decisions of the Associate Deans, along with judicious use of appropriate sanctions – as a result, the Committee has been unable to find reason to overturn the Associate Deans' decisions.



James J. Cheetham, Ph.D.

Chair, SSAIAC



Secretary, SSAIAC and Assistant Registrar,
Central Academic Records

| | Table 1: ACADEMIC INTEGRITY VIOLATIONS, 2017/18 | | | | | | | | |
|--|--|-------------------------------|-----------------------|----------------|----------------------------------|--|----------------------|----------------------|-----------------|
| | Arts and Social Sciences | Engineering and Design | Public Affairs | Science | Sprott School of Business | Graduate & Postdoctoral Affairs | 2017-18 Total | 2016-17 Total | % Change |
| Assisting in Violations of AI Standards | 1 | 1 | 1 | | | | 3 | 3 | 0% |
| Impersonation | | | 2 | | 1 | | 3 | 0 | n/a |
| Obstruction and Interference | | | | | | | 0 | 2 | -100% |
| Disruption of Classroom Activities | | | | | | | 0 | 0 | n/a |
| Misrepresentation | 2 | 7 | 6 | | | | 15 | 23 | -35% |
| Plagiarism | 52 | 51 | 55 | 29 | 7 | 28 | 222 | 357 | -38% |
| Tests and Examinations | 12 | 34 | 20 | 14 | 20 | | 100 | 100 | 0% |
| Unauthorized Cooperation or Collaboration | 21 | 85 | 12 | 103 | 7 | 10 | 238 | 324 | -27% |
| Unauthorized Resubmission of Work | 2 | 20 | | 16 | 2 | 2 | 42 | 14 | 200% |
| Improper Access | | | | | 1 | | 1 | 3 | -67% |
| Total | 90 | 200 | 96 | 162 | 38 | 40 | 626 | 826 | -24% |

| Table 2: ACADEMIC INTEGRITY APPEALS, 2017/18 | | | |
|---|-----------------|---------------|--------------|
| | Approved | Denied | Total |
| Plagiarism | | 16 | 28 |
| Tests and Examinations | | 12 | 12 |
| Misrepresentation | | 1 | 2 |
| Unauthorized Cooperation or Collaboration | | 29 | 13 |
| Unauthorized Resubmission of Work | | 2 | 1 |
| Total | 0 | 60 | 56 |

2017 Report to Senate

The Senate Undergraduate Studies Committee

I. Introduction:

The Senate Undergraduate Studies Committee (SUSC) is charged with hearing Undergraduate appeals relating to University-wide regulations. It has representatives from each of five Faculties: Engineering & Design, Arts and Social Sciences, Business, Science, and Public Affairs and Management. The Information Technology program will also attend the meetings upon request, where there may be issues related to the joint program with Algonquin College. We have established quorum as three of five representatives (or their alternates) plus the Chair and, except in exceptional circumstances, quorum requires that the representative from the petitioning student's Faculty be present when a case is decided. Meetings are held the 2nd and 4th Tuesday of the month and are held 12 months of the year. Once precedent is set by the Senate Undergraduate Studies Committee, the Undergraduate Appeals Secretariat will make decisions on petitions following that precedent.

II. Executive Summary

The SUSC primarily hears cases denied by the University Appeals Secretariat (Registrar's Office) and appealed by the student. We also hear cases that the University Appeals Secretariat seeks guidance on and student appeals of cases denied by the Faculty Committees on Admissions and Studies (CASs). It is important to note that this represents a small proportion of all appeal applications. With a total enrollment of about 25,000 undergraduate and special students, the total number of petitions and appeals for 2017 was 2366. The number of cases heard by the Senate Undergraduate Studies Committee was 57 or about 2.4% of that total.

- The total number of petitions decreased by 8.6% or 223 petitions from 2016 to 2017.
- The majority of the decrease can be attributed to a decrease in requests to overload and in late registration, accounting for almost 200 petitions
- The majority of petitions, 71%, deal with registration and withdrawal issues.
- 16% of the petitions are submitted in January, when students are reacting to their fall term results.

III. Statistical Summary

1. Total Number of Petitions

There were a total of 2366 petitions received in 2017, a decrease of 8.6% or 223 petitions over 2016.

A decrease in overload requests (down 95 compared to 2016) and in late registration requests (down 101 compared to 2016) account for the majority of the 223 decrease.

TABLE I: TOTAL NUMBER OF PETITIONS

| Year | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
|------------------------|--------|--------|--------|--------|--------|--------|--------|
| Total Petitions | 2366 | 2588 | 2287 | 2593 | 2703 | 2812 | 2903 |
| Winter Term Enrollment | 24,975 | 24,702 | 24,037 | 23,588 | 23,109 | 22,389 | 21,562 |
| Summer Term Enrollment | 9,827 | 9,598 | 9,087 | 8,676 | 8,372 | 8,134 | 7,843 |
| Fall Term Enrollment | 26,962 | 26,102 | 25,429 | 25,023 | 24,593 | 24,005 | 23,526 |

2. Petitions by Category

The majority (almost 71%) of petitions deal with registration and withdrawal issues. Registration issues include requests to overload, late registration and reinstatement after deregistration due to non-payment. Withdrawal issues include requests from both current and previous terms and deal with requests regarding both academic and financial matters.

Petitions from students requesting to defer final exams and assignments and those dealing with missed deferrals, account for another 18% of the total.

The remaining 11% is spread over academic standing (including issues around the academic performance evaluation, appeals of grade and credit for precluded courses), graduation issues (low CGPA, do not meet the breadth requirement, insufficient upper year courses, residency, substitution of Departmental requirements) and transfer of credit (letters of permission or exchange).

This breakdown by category is consistent with last year.

TABLE II - PETITIONS BY CATEGORY

| | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
|---------------------------------|------|------|------|------|------|------|------|
| Academic Standing | 98 | 82 | 66 | 105 | 141 | 54 | 24 |
| Deferrals | 284 | 302 | 207 | 291 | 249 | 308 | 270 |
| Missed Deferrals | 151 | 161 | 152 | 103 | 131 | 148 | 147 |
| Late Application for Graduation | 3 | 17 | 5 | 15 | 13 | 14 | 13 |
| Graduation Issues | 18 | 16 | 22 | 26 | 28 | 21 | 19 |
| Registration Related | 981 | 1169 | 1074 | 1188 | 1232 | 1280 | 1392 |
| Withdrawals | 700 | 676 | 614 | 663 | 664 | 734 | 720 |
| Transfer of Credit | 29 | 80 | 66 | 82 | 118 | 82 | 125 |
| Missed Deadline to Petition | 78 | 51 | 40 | 77 | 82 | 122 | 106 |
| Other | 24 | 34 | 41 | 43 | 43 | 49 | 87 |

ACADEMIC STANDING

The majority of petitions in this category are Appeals of Grade. The Registrar's Office serves an administrative role accepting the requests and forwarding them to the Dean's Offices. A total of 78 were reviewed by the Dean's Offices in 2017, an increase of 26% from the previous year.

DEFERRALS and MISSED DEFERRALS

Despite the total number of deferral requests increasing by 3.8% from 2016 to 2017, the number of petitions related to deferrals decreased by 6%. Students were presenting appropriate documentation to have their deferrals granted.

A new regulation was introduced in the fall of 2017 that final assignments were to be deferred through the instructor, not the Registrar's Office. It is interesting to note that, despite this, the Registrar's Office still saw an increase in the number of deferral requests in the 2017 fall term by 8.4%.

The missed deferral category includes petitions from students who originally deferred final assignments (winter 2017 and summer 2017 only), take-home exams and formally scheduled exams, but found that they were still unable to submit the work or write the deferred exam. The Registrar's Office continued with

enhanced outreach and student support for students presenting with long-term medicals and there was a decrease in the number of students who could not complete the work and submitted a petition by 6%.

REGISTRATION RELATED

TABLE III: A CLOSER VIEW OF REGISTRATION:

| | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
|--------------------------|------|------|------|------|------|------|------|
| Overloads | 443 | 537 | 509 | 640 | 626 | 622 | 654 |
| Late Course Registration | 460 | 567 | 494 | 491 | 516 | 565 | 643 |
| WIPE | 75 | 65 | 71 | 56 | 90 | 93 | 95 |

There was an 18% decrease from 2016 to 2017 in the number of requests to overload (down by 94) and a 19% decrease in the number of petitions for late registration requests (down by 101).

WIPE refers to petitions where students sought reinstatement after being deregistered due to the non-payment of fees.

WITHDRAWALS

Although the academic withdrawal deadline has been the last day of the term since 2010, the Secretariat still approved 55 requests the day after the deadline and 39 petitions for current term withdrawals in 2017. There was an 11% increase in the number of petitions for backdated financial withdrawal (current and previous terms). Part of this increase can be attributed to continuing efforts by the Student Accounts Office to recover some money from older accounts that were previously written off.

3. Granted/Not Granted Ratio

The ratio of petitions granted to not-granted saw a slight increase in the percentage of petitions that were granted with 79% of petitions being granted and 21% not granted in 2017. Most petitions are granted in the Appeals Secretariat based on precedents set by the various Appeals committees. Petitions that are not granted by the Secretariat may be appealed by the student to the appropriate committee. The Secretariat also takes unusual or precedent setting cases to the appropriate committees for guidance on how to handle cases. This would include petitions around new regulations.

TABLE IV: GRANTED AND NOT GRANTED PETITIONS

| Year | Granted | Not Granted |
|------|---------|-------------|
| 2017 | 79% | 21% |
| 2016 | 74% | 26% |
| 2015 | 75% | 25% |
| 2014 | 73% | 27% |
| 2013 | 72% | 28% |
| 2012 | 77% | 23% |
| 2011 | 76% | 24% |

4. Petitions Cancelled

Not all petitions are actually adjudicated. Some petitions are cancelled. Students may cancel a petition themselves or petitions may be cancelled by the Secretariat if the student fails to submit the required documentation. The Secretariat contacts students within 14 days when an incomplete petition is submitted and follows up again before a petition is cancelled. The data on cancelled petitions is in Table V.

TABLE V: NUMBER OF CANCELLED PETITIONS:

| | Number Cancelled | Percentage of Total |
|------|------------------|---------------------|
| 2017 | 73 | 3% |
| 2016 | 120 | 5% |
| 2015 | 91 | 4% |
| 2014 | 137 | 5% |
| 2013 | 150 | 6% |
| 2012 | 199 | 7% |
| 2011 | 258 | 9% |

5. High and Low Volume Periods

The deadlines for submitting petitions are as follows: Jan. 30, June 30 and Sept. 30. January has the highest volume (13% of the annual total) with 34% of petitions in January dealing with late registration and 33% were requests to overload. This is in reaction to fall term results. Adding registration and overload issues together, that accounts for 67% of the petitions in January.

- Month(s) with Highest Volumes (over 300) – January
- April, May, September (200-300)
- Months with Lowest Volumes (under 200) – February, March, June, July, August, October, November and December

6. Breakdown of Cases by Decision-maker:

Petitions are heard by a variety of different committees. The Senate Undergraduate Studies Committee (SUSC) hears petitions regarding University-wide regulations and appeals of decisions from other committees and the Secretariat. The CAS/JCAS committees hear cases regarding degree specific regulations, with the exception of Engineering. Engineering reviews almost all its' cases due to accreditation requirements. The appeals of grades are handled by the Dean's Office in the respective faculty and requests for financial withdrawal are heard by the Financial Appeals Committee (FAC) or the Financial Registration Appeals Committee (FRAC) where students with a substantial balance owing are seeking continued registration. The following are the statistics from 2017:

- SUSC 2.4%
- Engineering 8.8%
- Secretariat 88.8%
- CAS/JCAS none

TABLE VI: NUMBER BY COMMITTEE

| | 2017 | | 2016 | | 2015 | | 2014 | |
|-------------|-------------|-------|-------------|------|-------------|------|-------------|-------|
| SUSC | 57 | 2.4% | 68 | 2.5% | 120 | 5% | 125 | 4.8% |
| ENG | 209 | 8.8% | 200 | 7.5% | 217 | 9.5% | 239 | 9.2% |
| Secretariat | 2100 | 88.8% | 2318 | 90% | 1948 | 85% | 2226 | 85.9% |

The undergraduate Appeals Secretariat was able to make most of the decisions on behalf of the SUSC based on precedents established by SUSC. Although the percentage of petitions that were presented to the Engineering CAS increased, the actual numbers remained consistent. While the number of petitions considered by the Secretariat decreased, the number to the Engineering CAS did not.

PROCEDURAL REVIEW

The Senate has delegated its authority to make final decisions about student petitions and appeals regarding undergraduate academic regulations to the Senate Undergraduate Studies Committee. Following a decision by SUSC, students may request a Procedural Review of the decisions made by this committee.

There were no procedural reviews submitted in 2017.

MEMORANDUM

Date: May 18, 2018

To: Dr. Donald Russell, Clerk of Senate
Cc: Kathy McKinley, Secretary of Senate

From: Stephen Fai, Director, Carleton Immersive Media Studio and Associate Professor, School of Architecture and Urbanism

Re: Report of the Library Committee of Senate 2017-2018

Members 2017/2018:

Stephen Fai (Chair)
Wayne Jones (University Librarian)
Alicia Ott (Committee Secretary)
Martha Attridge Bufton (Library)
Heather MacDonald (Professional Librarian)
Chris Joslin (Faculty of Engineering and Design)
Jaffer Sheyholislami (Faculty of Arts and Social Sciences)
Claire Samson (Faculty of Graduate and Post-doctoral Affairs)
David Jackson (Sprott School of Business)
Toby Zeng (Faculty of Science)
Tracey Lauriault (Faculty of Public Affairs)
Hemant Gupta (Graduate Student Member)
Anurag Das (Graduate Student Alternate)
Ken Lumsden (Undergraduate Student Member)

The Senate Library Committee (SLC) on February 13, 2017 and December 15, 2017. This document is meant to summarize the major accomplishments and challenges that were brought forward to the committee during the 2017 and 2018 academic year.

Terms of Reference

While responsible to Senate alone, to advise and make recommendations, as appropriate, to Senate, to the Librarian, to the President, and to other University bodies on the operation and development of the University Library (the term “University Library” refers to the MacOdrum Library and all branch libraries), and in particular to advise and make recommendations in the following areas:

- The University library budget;

- The development of the University library collection;
- The services offered;
- The operation and development of physical facilities;
- The relations of the University library to other libraries, particularly those in the Ottawa area;
- Other areas that it considers to be of immediate relevance to the University Library.

Composition

One faculty member to serve as Chair

- Five other faculty members,
- Two students,
- The University Librarian or his/her representative,
- One professional librarian, and
- One other member of the library staff

Nomination

The method of selection for the members of the committee should be in the usual form: nominations for the library contingent to be made to the Senate Executive by the University Librarian after consultation, including consultation with the University Library Committee or its successor (CUASA Collective Agreement, Article 11.1 (a) (i)).

Staffing

New hires within the Office of the University Librarian and Department Heads:

Amber Lannon, Associate University Librarian

Mike Reynolds, Communications Officer

Alicia Ott, Executive Assistant

Erika Banski, Head of Catalogue and Collection Maintenance

Chris Trainor, Head of Archives and Research Collections

Edward Bilodeau, Head of Systems

Implementation of the staff organizational changes resulting from nearly two years of review and research began. The overall goal was to serve students and faculty members better. The key change so far has been the amalgamation of two departments so that both front-facing services and back-end processes could be rationalized and centralized. Patti Harper was the successful candidate as Department Head to Research Support Services.

Within the next week months, students and faculty will experience a more visible manifestation of this change: the implementation of an “Info Hub” in order to provide friendly, direct, triaged service to a wider range of users. Carleton Library also

committed to an initiative called Collaborative Futures, where at least 13 of the 21 Ontario university libraries will be implementing a shared catalogue and search interface which should make finding resources and initiating interlibrary loans much easier and better for students – and with many other benefits to participating libraries as well.

Collections

The Library leverages its collections, its spaces, and its staff and services to help students and faculty achieve their goals in teaching, learning, and research.

The University demonstrated strong support for collections (arguably the core of the Library's whole mission) by increasing the base budget by over \$400,000, enabling the library to avoid making deep cuts that would have been necessary without those funds.

The Library also continues to benefit from deferred maintenance funds which are permitted them to improve the building and the spaces even beyond the major renovation that was done about four years ago. This past year the entire exterior wall which faces the canal was removed and replaced with a more functional and beautiful glass façade. The other main project this year has been the added student space on the 3rd-floor extension: space formerly given over to staff has been converted to 58 single carrels and four group-study rooms (each of the latter accommodating up to six students). Seating of any kind is in high demand in the Library, and they are happy that they could add all of these.

More improvements to the space will be possible during the coming years as well, due to the generous \$1 million donation from the Carleton University Alumni Association as part of its donation to the University's Collaborate campaign.

The Ugandan Asian Collection went on yet another road trip, this time to Calgary, they attracted about 100 people to the event and gathered over \$50,000 in donations and pledges so far. The library has dedicated another group-study room in honour of the mother (Elaine C. Taylor) of a donor and Carleton alumna (Lisa Emberson) who had supported the Jacob Siskind Music Resource Centre. The Siskind Centre itself – with support from the President, from donors, from the Library, and from Music – will be officially opened on June 8, 2017.

Exhibits committee and Library events have gained an increase in popularity and impact. Some past exhibits included French Artistic Literature, Nobel Laureates, and Pillaging & Piracy. MacOdrum Library has now established twice-yearly reading series, with one event in the fall as part of Homecoming, and a reading in the spring co-sponsored by the Ottawa International Writers Festival (most recently featured a panel discussion and Q&A with co-editors Jennifer Ditchburn and Graham Fox, and other contributors to The Harper Factor).

DATE: May 15, 2018

TO: Senate

FROM: Dr. Lorraine Dyke, Vice-Provost and Associate Vice-President (Academic)

RE: Dominican University College - Minor Modifications

Background

As part of the affiliation agreement with the Dominican University College (DUC), and through Carleton's Institutional Quality Assurance Process (IQAP), covering also the academic, non-vocational degree programs of Dominican University College, Carleton University plays a role in curriculum and program review and approvals at Dominican University College.

Minor modifications approved by the Dominican University College's Academic Council are provided to Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic) for information; please see attached IQAP Appendix 6b for a flow chart of the process.

The Office of the Vice-Provost and Associate Vice-President (Academic) is in receipt of the approved course changes as provided in the attached documents.

The Dominican University College 2018-19 course changes are being provided to Senate for information.