



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 September 23, 2022 at 2:00 pm
Room 3020 Nicol Building + Zoom videoconference**

Minutes

Present in Person: B.A. Bacon (Chair), M. Barbeau, S. Blanchard, D. Brown, W. Chung, M. DeRosa, L. Dyke, T. Haats, M. Haines, K. Hellemans, D. Howe, M. Ilyas, F. Kharvari, L. Kostiuk, A. Lannon, C. Laurendeau, A. Lettieri, D. Livingston, J. Malloy, P. Mkandawire, L. Moffitt, K. Moss, A. North, B. O'Connor, B. O'Neill, M. Pearson, M. Porter, T. Roberts, D. Russell, S. Sadaf, D. Siddiqi, E. Sloan (Clerk), C. Smelser, K. Taylor, J. Tomberlin, C. Viau, P. Wolff

Present via Zoom: J. Armstrong, M. Baez, V. Bhatia, F. Brouard, B. Campbell, D. Caratao, E. Cyr, J. Dawson, D. Deugo, R. Gorelick, R. Goubran, K. Graham, L. Hayes, J. Kovalio, M. Lundy, S. Maguire, L. Marshall, M. Murphy, J. Murray, H. Nemiroff, H. Ozcan, A. Park, P. Rankin, M. Rooney, M. Sanghani, P. Smith, D. Sprague, J. Taber, R. Teather, J. Wallace

Regrets: K. Al Hammuri, P. Andrée, F. Goffi, B. MacLeod, J. Ramnarine

Absent: S. Gulati

Recording Secretary: K. McKinley

1. Welcome & Approval of Agenda

The meeting began at 2:00 pm. The Chair welcomed all Senators to the first Senate meeting of the 2022/23 academic year, and the first in-person Senate meeting since February of 2020. He extended a warm welcome to 24 new Senators, whose names have been posted on the Senate website.

The Chair began the meeting by acknowledging the recent passing on September 8th of Her Majesty Queen Elizabeth II. Queen Elizabeth's reign lasted over 70 years, the longest of any British monarch to date.

For the benefit of new Senators and because several Senators were joining the meeting remotely via Zoom, the Chair briefly reviewed Senate hybrid meeting protocols before proceeding to the agenda.

It was **MOVED** (M. Haines, S. Sadaf) that Senate approve the open agenda for the meeting of Senate on September 23, 2022, as presented.

The motion **PASSED**.

2. Minutes: June 3, 2022 (open session)

It was **MOVED** (K. Moss, L. Dyke) that Senate approve the minutes of the open session of the Senate meeting on June 3, 2022 as presented.

The motion **PASSED**.

3. Matters Arising

There were none.

4. Chair's Remarks

The Chair began with a review of campus events and news items of interest since the last Senate meeting in June.

- **Super Convocation**, a two-week in-person celebration, was held from June 13 to 24. A total of 40 ceremonies were scheduled to celebrate Carleton graduates from 2022 as well as thousands of returning graduates from 2020 and 2021. The Chair thanked all who organized and participated in this important celebration.
- Throughout June, Carleton celebrated **Pride Month**, to show respect and support for all members of the 2SLGBTQIA+ community, plus **National Indigenous History Month**, which provided an opportunity for all Canadians to recognize and reflect on the rich history, heritage and diversity of First Nations, Inuit and Métis Peoples of Canada.
- Four **new appointments** were made to further enhance Carleton's collective capacity to lead in human rights, EDI, Black Inclusion and Black flourishing:
 - Noël Badiou has been appointed as Carleton's Assistant Vice-President, Equity and Inclusive Communities.

- Ikram Jama has been appointed as Carleton's inaugural Director of Human Rights and Equity.
 - Professors Audra Diptée (History) and Nduka Otiono (African Studies) were appointed as Faculty Advisors on Anti-Black Racism and Black Inclusion. These appointments reflect Carleton's commitment to implementing the Scarborough Charter and supporting faculty-specific initiatives.
- Carleton hosted its first **in-person community breakfasts** since 2019 on August 23-24, with over 800 people in attendance.
 - Fall 2022 marks the start of **Carleton's 80th anniversary**, an opportunity to reflect on our history and future directions. Carleton has grown from its modest beginnings in 1942 as Carleton College to a large impactful institution with over 30,000 students and cutting-edge research across all Faculties, funded by almost \$100M annually.
 - Carleton has returned to in-person classes for the fall semester. As of now, **vaccine mandates and mask mandates** remain on pause, though they may be brought back at a later time. Any changes to these mandates will be made in consultation with public health. The Chair thanked everyone for their patience and understanding as we continue to emerge from the pandemic.
 - **Strategic Integrated Plan** – This year Carleton will build momentum in implementing the goals, strategies and directions of the plan. A brief update will be provided later in today's meeting.

The Chair noted the following additional highlights:

- Carleton University PhD Candidate **Cihan Erdal**, who was held in a Turkish prison for 262 days, has finally returned to Canada. A proud member of the international Scholars at Risk network, Carleton is pleased to welcome Cihan back home and to wish him the best of luck with his continued studies.
- Carleton University's **Steven Cooke, Jesse Stewart and Rowan Thomson** have been elected to the **Royal Society of Canada** in recognition of the high level of excellence and potential demonstrated during their careers.
- Carleton University has been recognized as a top performer in the 2022 **Sustainable Campus Index**, achieving a top 10 ranking in the impact areas of Water, and Wellbeing & Work. This recognition follows Carleton's Gold AASHE STARS assessment, achieved earlier this year.
- **Throwback 2022**, Carleton's annual homecoming celebration, is currently underway (Sept 17 – 24), and features a number of social events including a football game against Windsor. Details can be found on the website.
- **September 30 is Orange Shirt Day**. Carleton will be flying the "Every Child

Matters" flag, and everyone is encouraged to wear orange shirts on Friday September 30 to show support. Events will be held on campus to further enhance our reflection and action. More information will be communicated to the Carleton community early next week.

5. Question Period

Questions were submitted in advance by Senators Sean Maguire, Morgan Rooney and Hande Uz Ozcan.

Questions from S. Maguire:

All students click on a "Continue" button every semester in Carleton Central acknowledging the following statement: "All academic programs at Carleton University are reviewed cyclically under the mandate of the Ontario Universities Council on Quality Assurance. Several programs at Carleton University are also accredited by professional bodies and must undergo review for continuing accreditation. Student records and student work such as portfolios, exams, assignments, and theses may be used in the review and evaluation of academic programs. Appropriate steps will be taken to ensure that information and material used in the evaluation of a program is kept confidential and that the processes comply with applicable privacy regulations. These reviews may involve bodies external to the University, for example, in complying with reviews required by the government or professional accreditation bodies."

I have some questions:

1) Are professors required to acknowledge a similar statement applying to their works?

2) Can Senate receive a summary of some of the specific steps taken to maintain confidentiality of these student works, and steps taken to comply with privacy regulations?

3) How does copyright enter into this discussion? Assuming that students retain copyright to their portfolios, exams, assignments, and especially theses, does the sharing of these materials with external bodies not engage with or violate the student's ownership of their copyrighted materials?

Responses: Dwight Deugo, Vice-Provost and Associate Vice-President Academic, noted that student records and specific examples of student work are not included in the documentation sent to external reviewers for program assessments that go through the Senate Quality Assurance and Planning Committee.

The Provost added that faculty work submitted would include the individual's CV, course outlines, and published articles.

The Deans of the Faculty of Engineering and Design and Sprott School of Business, two Faculties with accredited programs, noted that student assessments are used in the review of their programs, but the student work is anonymized before it is circulated to reviewers, who must also sign confidentiality agreements.

Questions from M. Rooney:

Mandates:

While the Province of Ontario has decided that COVID-19 no longer requires a public health response, it is clear that the pandemic continues to be a disruptive force in our lives. In Ottawa, more people died of COVID-19 in 2022 by July of this year than in all of 2021 (CBC, July 27, 2022). Less than one week before the new term started, Dr. Vera Etches reported that "COVID levels remain high in the city and will be increasing" (CBC, August 30, 2022). New studies also continue to show the damaging impacts of "long COVID": one recent study suggests that 1 and 8 adults who contract the disease suffer from long COVID (Global News, August 14, 2022), while another found that "cardiac symptoms are increasingly recognized as late complications of severe acute [COVID] infection in previously well individuals with mild initial illness" (Nature, September 15, 2022).

In response to such realities, other Ontario universities—including Western University, the University of Windsor, Wilfrid Laurier University, Ontario Tech University, and OCAD University—have taken steps to protect their students, staff, and visitors alike. That is, these institutions followed the science, which has shown us that mask and vaccine mandates can almost entirely prevent in-class transmission (K. Kuhfeldt et al., August 2022). Given our commitment to safety, to equity and accessibility for all regardless of personal circumstances, and to science and truth regardless of political or other agendas, will Carleton commit to the restoration of its mask mandate, in the hopes that such action will help our students, instructors, and staff to remain safe and healthy, so that in-person operations can continue in the coming months with the least disruption and needless physical suffering possible?

Response from VP Students & Enrolment and University Registrar Suzanne Blanchard: In line with current public health guidelines, Carleton University strongly encourages students, faculty and staff to protect themselves and others by masking, staying at home when sick, washing hands frequently and receiving vaccinations. Faculty and staff are able to obtain masks for personal use, free of

charge, through e-shop. Three-layer cloth masks were also included in this year's student orientation gifts.

Carleton also is following and implementing the core recommendations established by the American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) Epidemic Task Force. For example, the main handling systems in all buildings on campus have been fitted with MERV13 high efficiency air filters, as recommended by ASHRAE. In addition, main handling systems are flushed at least 2 hours before occupancy and 2 hours after occupancy, and are continuously monitored throughout the day by FMP and operations staff. Carleton will continue to follow public health guidelines and will adjust plans as required to ensure the health and safety of our community members.

A Senator asked for more information on how the situation on campus is being monitored. VPSE Blanchard replied that students, staff and faculty coming onto campus are being asked to report if they have symptoms and are told to stay at home if ill, residences are being monitored, and waste water for campus and the city is being monitored as well. In response to a follow-up question, it was noted that the monitoring data is not reported on the Carleton website, but wastewater data from the City of Ottawa is available. VPSE Blanchard also confirmed that FMP is continuously monitoring air quality of buildings while they are in use.

Senate membership changes:

Three years ago, Senators began inquiring about the need to add additional Senators from under-represented university constituencies, specifically contract instructors and Indigenous graduate students. Since that time, however, there has been little by way of concrete action taken on this front. (For reference, see Senate minutes, Sept. 20, 2019, pp. 3-4, Senate minutes, Jan. 31, 2020, pp. 4, Senate minutes, Oct. 30, 2020, pp. 7, and Senate minutes, Sept. 24, 2021, pp.6.) So, I ask again: what progress has been made on this item, and when can we expect to see a resolution? When will Senate's membership be expanded to include representation more in alignment with the actual constituencies that make up the university?

Response from Clerk of Senate (and Chair of Senate Academic Governance Committee) Elinor Sloan: The Senate Academic Governance Committee will be considering Senate membership questions this year. The CI membership question is on the agenda for meetings this fall, and the Indigenous representation question is on the agenda for winter 2023.

Questions from Hande Uz Ozcan:

Thesis defense procedure feedback:

As graduate student representatives, we would like to know if it would be possible for students to have the option to fill out a feedback form about the fairness of the thesis defence procedure after defending their thesis.

Response from Dean of FGPA Patrice Smith: FGPA is discussing this issue with the Graduate Students Association and will work collaboratively with students on a solution.

International Students – IDTB/S:

As student representatives, some of the international Ph.D. students reached out to us and shared their experiences with Carleton's decisions. As we all know, students can only get their IDTB/S (International Doctoral Tuition Support/Bursary) for the first five years of their studies, yet, during the pandemic, because the research labs were closed, some students could not finish their Ph.D. in their first five years since they could not have the opportunity to finalize their research. University gave them a Covid-19 extension but not an IDTB/S extension. Whereas we would like to note that the closure of the labs because of the pandemic is not the student's fault, and we would like to ask if the related students can get an IDTB/S extension or a similar solution related to this.

Response from FGPA Dean Patrice Smith: FGPA is currently working with the Provost to address this issue, and will provide an update later this fall.

6. Administration

a. Senate Membership Ratifications

The Clerk presented a motion to ratify 5 new Senate appointments.

It was **MOVED** (P. Wolff, J. Armstrong) that Senate ratify the new Senate appointments, as presented.

The motion **PASSED**.

b. Senate Survey – Summary of Results

The Clerk presented a high-level summary of the results of the most recent Senate Survey, which was completed by Senators in May of 2022. The full report on the survey was circulated to Senators for information in the meeting binder.

c. Senate Committee Reports – new Reporting Schedule

The Clerk noted a new reporting schedule of July 1 – June 30 for committees that submit annual reports to Senate. This new schedule was requested by several of the appeals committees for better alignment with their workload cycle. As a result, moving forward, committee annual reports will be completed over the summer and submitted for the September meeting of Senate.

d. Report on Senate Executive Committee Empowering Motion

The Clerk reported that the Senate Executive Committee participated in an e-poll on August 15th to ratify new members of the *Senate Quality Assurance and Planning Committee*. This action was required in order to provide the committee with enough members to meet and conduct urgent business in late August and early September. The Senate Executive Committee is empowered via Article 7.1 of the *Academic Governance of the University* (AGU) to act on Senate’s behalf during the summer months on urgent items of regular business.

7. Reports:

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

Committee Chair Howard Nemiroff presented five items for approval and six items for information.

Items for approval:

Senate Policy on Accommodation for Student Activities

It was **MOVED** (H. Nemiroff, K. Hellemans) that Senate approves the revisions to the Senate Policy on Accommodation for Student Activities as presented.

A Senator asked why the section of the policy requiring the student to notify the instructor of an absence in a timely manner had been removed, and suggested that it be reinstated. The committee Chair agreed to this amendment.

Committee Chair Nemiroff also requested that the next mandatory revision date on the policy be changed to September 23, 2029, in keeping with the 7-year review period established for Senate policies.

With these friendly amendments to the policy, the motion **PASSED**.

Policy on Academic Program and Course Modifications

It was **MOVED** (H. Nemiroff, M. Rooney) that Senate approves the revisions to the Policy on Academic Program and Course Modifications – Late Modifications Policy as presented.

The motion **PASSED**.

The Chair noted that the policy was reviewed, but no revisions were made.

The Chair combined the next three motions into one Omnibus motion:

It was **MOVED** (H. Nemiroff, D. Brown) that Senate approves the revisions to Regulation TBD-1869: R-UG-3.2.1, TBD-1940: R-UG-3.2.7, and TBD-2155: R-UG-3.2.7 effective for the 2022/23 Undergraduate Calendar as presented.

These motions all relate to new ACE regulations for the *Bachelor of Media Production and Design (BMPD)*, which is an honours program. A Senator asked for clarification on what would happen to a student who has attained 15.5 credits in the BMPD program, but does not have the required 6.0 GPA minimum to continue. The committee Chair responded that through the ACE process, that student would be removed from the program for a semester or two to allow them to increase their GPA and then could potentially be readmitted, if they were able to maintain a higher GPA. Since the Bachelor of Media Production and Design degree does not have a 15-credit option, if the student could not maintain a 6.0 GPA, they would need to transfer to another degree or program.

The motion **PASSED**.

Individual Motions:

- R-UG-3.2.1 Academic Continuation Evaluation

MOTION: that Senate approves the revisions to Regulation TBD-1869 : R-UG-3.2.1 Academic Continuation Evaluation effective for the 2022/23

Undergraduate Calendar as presented.

- R-UG-3.2.7 Additional Information Concerning Academic Continuation Evaluation for Some Degrees

MOTION: that Senate approves the revisions to Regulation TBD-1948 : R-UG-3.2.7 Additional Information Concerning Academic Continuation Evaluation for Some Degrees effective for the 2022/23 Undergraduate Calendar as presented.

- R-UG-3.2.7 Bachelor of Media Production and Design

MOTION: That that Senate approves the revisions to Regulation TBD-2155: R-UG-3.2.7 Bachelor of Media Production and Design effective for the 2022/23 Undergraduate Calendar as presented.

Items for Information:

- TBD-1842: R-UG-2.2.5 Transfer of Credit Subsequent to Admission – eligible to continue replaces good standing.
- TBD-1892: R-UG-5.4 Grading System – re first year grading policy
- Glossary – Good Academic Standing: Term GPA
- R-UG-Academic Year Fall 2022
- R-UG-Academic Year Winter 2023
- UG-G-2122_MinorMods_for_SCCASP_August 16

b. Senate Quality Assurance and Planning Committee (SQAPC)

Committee Chair Dwight Deugo presented three cyclical program reviews for Senate approval in an omnibus motion.

Omnibus Motion:

It was **MOVED** (D. Deugo, S. Sadaf) that Senate approve the Final Assessment Reports and Executive Summaries arising from the Cyclical Review of the Programs.

The motion **PASSED**.

Individual Motions:

- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the BIT program in Optical Systems and Sensors.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the Bachelor of Public Affairs and Policy Management program.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the Graduate Programs in Health: Science, Technology and Policy.

c. Senate Academic Governance Committee (SAGC)

The Clerk presented a memo to ratify 8 new committee members in 5 Senate committees.

It was **MOVED** (E. Sloan, S. Maguire) that Senate ratify the nominees for Senate committees, for service beginning immediately upon approval.

The motion **PASSED**.

The Clerk presented a second memo requesting Senate approval of changes and updates made to the *Academic Governance of the University (AGU) Joint Policy*. These updates are the result of a comprehensive review of the AGU undertaken over the past 16 months by the *Senate Academic Governance Committee*. The proposed changes, mostly corrections and updates with a few additions, were outlined in a track-changes document with comments, that was distributed to Senators in advance.

It was **MOVED** (E. Sloan, D. Russell) that Senate approve the changes to the Academic Governance of the University (AGU), as presented, and recommend these changes to the Board of Governors for approval.

Discussion:

A Senator noted that the *Faculty of Graduate and Postdoctoral Affairs (FGPA)* is incorrectly named as the *Faculty of Graduate Studies and*

Research on page 16 of the document. The Clerk agreed to make this correction.

A Senator noted that the term “undergraduate Faculty Boards” in Article 11.4 is not defined in the document, and is not appropriate, since Faculty Boards also deal with graduate issues. The Clerk agreed to remove “undergraduate” from the term in this section, and instead to list all Faculty Boards with the exception of FGPA.

The Senator also asked how the General Faculty Board approves its minutes, given that it meets so infrequently. The Clerk agreed to consider the question and bring a response back to the next meeting. Another Senator noted that the General Faculty Board meetings have no decision-making authority, and as a result there would be no outstanding business arising from those meetings.

A Senator asked if Contract Instructor membership could be updated in light of the request to add more Contract Instructors to Senate. The Clerk noted that no changes to Senate membership have occurred, so changes will not be made to this section of the AGU at this time.

Another Senator asked for clarification of changes made to Article 7 (Senate Executive Committee). The Senator asked why the details of the empowering motion have been omitted. The Clerk noted that the AGU does state, in the revision, that the Senate Executive Committee may be empowered to act on behalf of Senate, but the specific details of how and when the committee is empowered will be specified through one or more motions to Senate. Senate already has passed one empowering motion to deal with graduation-related changes between closed sessions of Senate. The second empowering motion, for urgent matters of regular business during the summer months, should, similarly, be passed by Senate as an empowering motion, instead of residing in the AGU. In response to a follow-up question, the Clerk noted that the full Terms of Reference for the Senate Executive Committee are provided on the Senate website, but have been removed from the AGU.

A Senator asked for additional clarification within the document for the term “academic unit” as used in Article 12. It was decided that the definition can be clarified by referring to column 2 of the table in Article 11.1. The Clerk agreed to make this change in the document.

With these three friendly amendments, the motion **PASSED**.

8. Strategic Integrated Plan Implementation Report

The Chair provided Senators with a progress report on the implementation of the 2020 - 2025 Strategic Integrated Plan (SIP) in its second year. The presentation provided a list of collective accomplishments under the three strategic directions of the plan. Highlights of the report include the following points:

Share Knowledge, Shape the Future

- Student Success: First-year retention rate has increased to 90% and second-year retention rate has increased to 86%. These new heights are expected to foreshadow a rise in graduation rates over time.
- Research: Research funding has increased by 79% over the past 4 years and is just short of \$100M
- Interdisciplinarity: Recent achievements include the expansion of the Institute for Data Research and the establishment of the Innovation Hub as well as the creation of multidisciplinary research clusters across campus.
- Teaching and pedagogy: Examples of innovation in this area include the Indigenous Learning Bundles, Future Learning Lab, and the Students as Partners project, which resulted in the redesign of over 500 courses.
- Organizational Excellence: evidenced through long-term financial stability and fiscal responsibility of the institution. Also highlighted were the 2021 Order of Excellence recipient for Health Workplace and Platinum award for Mental Health at Work.

Serve Ottawa, Serve the World

- Carleton now has over 5,000 international students from 165 different countries
- Community engagement examples include the Hub for Good, Carleton Dominion-Chalmers Centre, Carleton Hub350 in Kanata North, the launch of Community Engagement Centre in October 2021 and the development of the inaugural community engagement strategic plan (SP4CE).
- Partnerships have more than quadrupled since 2019; new major partners include Ericsson, IBM, BlackBerry, CAE, Bruyere Research Institute, and TVO.
- International engagement is growing through the implementation of the International Strategic Plan 2020 – 2025. The Scholars at Risk program was also highlighted.

Strive for Wellness, Strive for Sustainability

- Major upcoming infrastructure projects include Wellness Hub and Sustainability Research Centre
- Refreshed Student Mental Health Framework 2022-26, with 30 recommendations to improve support for students
- Sustainability: Achieved GOLD Stars rating from AASHE in April 2022 plus top UI Green metrics rankings (Most Sustainable in Ontario)
- Reconciliation – strong movement towards reconciliation through implementation of Kinàmàgawin’s 41 Calls to Action, as detailed in the recently published Kinàmàgawin progress report.
- Implementation of Coordinated Accessibility Strategy plus incredible growth of the Carleton-led Canadian Accessibility Network (CAN) to over 50 members
- Ongoing implementation of the Equity Diversity and Inclusion Action Plan, signing of the Scarborough Charter on Anti-Black racism, and the establishment of Black Entrepreneurship Knowledge Hub led by the Sprott School of Business.

Next steps:

- Finalize Digital Strategy and Community Engagement Strategy
- Campus Master Plan renewal, and development of Academic Plan
- Continuation of brand campaign
- Infrastructure development (Wellness Hub, Sustainability Research Centre)
- \$100M in annual research funding
- Planning for the next Fundraising campaign

Discussion:

A Senator asked about the choice of language in the third strategic direction “Strive for Wellness.” The Chair noted that “Strive for Wellness” indicates that we are committed to continual improvement in this area, while the “we will” statements within the plan provide concrete goals and objectives to achieve that improvement.

A Senator asked for more information on the improved retention data, and for insights as to what is driving that trend. The Chair noted that retention rates are typically quite difficult to move. Advising, recruitment, policies, student experience, inclusion and mental health supports can all contribute to improvements in this area. The Provost and the Registrar added that changes in student assessment through the compassionate grading policy and the First Year Grading Policy have contributed to student retention. Coming out of the pandemic, a slight downwards correction in the current retention rate is possible,

but overall we will continue to have better retention rates than prior to the pandemic.

A Senator asked if more information, consultations or presentations would be coming to Senate regarding the proposed Wellness Hub. The Chair noted that some consultations have already occurred, and when funding is in place more information on the project will be shared with the community.

Finally, a Senator asked what methodology was used for the research publication data in the presentation. The VP Research and International, Rafik Goubran, noted that Carleton uses SciVal, an assessment tool that analyzes data from the Scopus database of over 30 million publications from 1996 to the present.

The Chair thanked Senators for the feedback and discussion on the report.

9. Reports for Information

a. Senate Executive Minutes

- i. May 24, 2022
- ii. E-poll August 15, 2022

b. Senate Committee Annual Reports

- i. Senate Library Committee
- ii. Senate Student Academic Integrity Appeals Committee (SAIAC)
- iii. Senate Undergraduate Studies Committee (SUSC)
- iv. Senate Committee on Undergraduate Student Awards

The Chair drew Senators' attention to the four Senate committee annual reports that were included as reports for information. He addressed each report individually, indicating that the Chair of the specific committee was in attendance to answer any questions. There were no questions on any of the reports. The Chair thanked the Chairs of the committees for attending.

10. Other Business

There was no other business.

11. Adjournment

The meeting was adjourned (L. Kostiuk, D. Brown) at 3:51 pm.