



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 February 26, 2021 at 2:00 p.m.
Via Videoconference**

AGENDA

Closed Session:

1. Welcome & Approval of Agenda (closed)

2. Minutes:

- a) October 30, 2020 (Closed Session)

3. Graduation:

- a) Notification of Receipt of Graduation Lists (Clerk)
- b) Motion to Graduate All Recommended Students
- c) Posthumous Recognition (Clerk)
- d) Special Features in the Graduation Classes (Deans)
- e) Motion to Graduate Recommended Students: Dominican University College

4. Procedure on Candidates Presented Late for Graduation (Clerk)

5. Report on the Empowering Motion (Clerk)

6. Other Confidential Business

Open Session:

1. Welcome & Approval of Agenda (open)

2. Minutes

a) January 29, 2021 (open session)

3. Matters Arising

4. Chair's Remarks

5. Question Period

6. Administration (Clerk)

- a) Membership
- b) Senate meeting schedule 2021/22
- c) Presidential Advisory Committee membership

7. Reports:

- a) SCCASP (H. Nemiroff)
- b) SQAPC (D. Deugo)
- c) SAGC (Clerk)

8. Reports for Information

- a) Senate Executive Minutes (January 21, 2021)
- b) UPC Membership Report
- c) TPAC Membership Report

9. Other Business

10. Adjournment



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**Carleton University Senate
Meeting of January 29, 2021 at 2:00 pm
Via Videoconference**

MINUTES

Present: A. Ahmad, S. Ajila, K. AlWazir, V. Asi, B.A. Bacon (Chair), M. Baez, M. Barbeau, O. Baysal, S. Blanchard, A. Bowker, D. Brown, N. Bruni, J. Bruno, A. Chandler, M. Close, T. Daniels, C. Davis, J. Dawson, D. Deugo, D. Dragunoiu, M. Gagne, P. Garcia, G. Garland, D. Gillberg, R. Goubran, S. Gulati, M. Haines, B. Hallgrimsson, K. Hellemans, O. Hobbs, C. Joslin, L. Kostiuk, J. Kovalio, B. A. Kuzmarov (Clerk), E. Kwan, A. Lannon, C. Laurendeau, K. Lucas, A. Luko, M. Lundy, C. Macdonald, B. MacLeod, R. McKay, J. Moore, H. Nemiroff, B. O'Neill, J. Paulson, M. Piché, P. Rankin, D. Russell, S. Sadaf, J. Sinclair-Palm, S. Sivathayalan, E. Sloan, P. Smith, D. Sprague, R. S. Sundarraj, J. Taber, K. Taylor, N. Tilokani, J. Tomberlin, A. Tremblay, C. Trudel, L. Tsintsadze, C. Viju, K. von Finckenstein, J. Voordouw, J. Wallace, K. Weary, P. Wilson, J. Wolfart, P. Wolff, B. Wright

Regrets: S. Maguire, J. Milner, M. Rooney

Absent: D. Edi, F. Hosseinian, B. Popplewell, J. Stoner, W. Ye

Guests (Presenters): L. Dyke, L. Gavey (Banfield), S. Simpson (Ipsos)

Guests (External, Observers): D. Adie Boyd (Ipsos), V. Gravel (Banfield), S. Khan (Ipsos)

Recording Secretary: K. McKinley

1. Welcome & Approval of Agenda (open)

The Chair welcomed Senators to the first Senate meeting of 2021, and extended a warm welcome to new Senators Marlene Lundy (FASS) and Paulo Garcia (FED). He reviewed the Senate virtual meeting protocols and noted that Senate has been meeting virtually for almost one year.

The Chair observed that January 8 marks the one-year anniversary of the crash of Ukraine International Airlines Flight 752, in which 2 members of the Carleton community perished along with 174 others. The Chair expressed condolences to family and friends

of these victims, along with the victims of the current pandemic, which has claimed the lives of more than 20,000 Canadians and 2 million people worldwide. He also honoured the recent passing of long-time Carleton staff member MaryAnn Pomainville and Professor Raymond Burr and offered condolences to those who knew them.

It was **MOVED** (M. Haines, K. AlWazir) that Senate approve the open agenda for the meeting of Senate on January 29, 2021, as amended.
The motion **PASSED**.

2. Minutes: November 27, 2020 (Open Session)

It was **MOVED** (P. Smith, K. AlWazir) that Senate approve the minutes of the Open Session of the Senate meeting of November 27, 2020, as presented.
The motion **PASSED**.

3. Matters Arising

The EDI Action Plan and the International Strategic Plan, both of which had been presented to Senate in November, have been finalized and are moving into implementation. The Chair noted as well that the Carnegie Classification application was successfully submitted in December, 2020.

4. Chair's Remarks

The Chair began his remarks with an update on the pandemic and its impact on Carleton over the past few months. Since the last Senate meeting in November, the Ontario government has imposed a province-wide state of emergency and stay-at-home order in response to spiking numbers in the second wave of the pandemic. Carleton courses are online for the Winter 2021 semester. A decision on the Summer 2021 term will be presented later in the meeting. Plans for the Fall and Winter 2021-22 terms will evolve as the vaccination rate in Ontario becomes clearer over the next 3 – 5 months.

The Chair provided Senators with the following highlights:

- Giving Tuesday this year was conducted entirely online for the first time on December 2, 2020. 55 projects were featured on the Future Funder website and a total of approximately \$1.2M was raised in 24 hours. With the matching funds provided by the university the donation total surpassed \$2M, which is a new high for Carleton. The Chair thanked all project champions and those who contributed to make this the most successful Giving Tuesday in Carleton's history.
- Research funding at Carleton has increased by 50% over the past two years, for a total of \$81M. Carleton is the only university to rank within the top 3 for research

growth for two years in a row. The Chair congratulated all researchers at Carleton for the quality and impact of their work.

- Carleton continues to be a leader in the university sector in sustainability, with the launch of the new plan *Strive for Sustainability*. Carleton has been named as the most sustainable university in Ontario and the second most sustainable campus in Canada by UI GreenMetric.
- December 6, 2020 was the National Day of Remembrance and Action on Violence Against Women, marking the 31st anniversary of the massacre of 14 female engineering students at the Ecole Polytechnique in Montreal in 1989. The Chair thanked the Faculty of Engineering and Design for organizing a virtual event commemorating this tragedy.
- December 15, 2020 marked the fifth anniversary of the release of the Truth and Reconciliation Commission Report. Carleton continues to make positive changes on and off campus thanks to the ground-breaking work of CUSIIC and the release of *Kinàmàgawin*, Carleton's Indigenous Strategy.
- The Chair extended congratulations to the following members of Carleton's community for their recent achievements:
 - Carleton Chancellor Yaprak Baltacıoğlu has been renewed as Chancellor for a second three-year term, and also has received the Order of Canada.
 - Carleton Distinguished Research Professor Jagmohan Kumar from the Faculty of Engineering and Design also was named to the Order of Canada.
 - Professor Melanie Adrian from the Department of Law & Legal Studies has been awarded the Order of Ontario. Professor Adrian is a leader for Carleton's Scholars at Risk program, and she co-founded *Be the Choice*, a non-profit organization that helps cancer patients to navigate the medical system.
- On Tuesday January 26, 2021, best-selling Indigenous author Jesse Thistle spoke to the Carleton community as part of Carleton's annual *Bell Let's Talk Day*. In his presentation, entitled *Different Dimensions of Indigenous Homelessness, Through Lived Experience and Life Story*, Jesse Thistle shared his personal story of trauma, homelessness and mental health challenges and explored the complexities of Indigenous homelessness in Canada. Almost 600 people attended the event.
- The last week of January is Sexual Assault Awareness Week at Carleton. Thanks are due to Bailey Reid and the team at Equity and Inclusive Communities for preparing a variety of workshops and events related to this critical issue.

The Chair concluded his remarks by reminding Senators of the following upcoming events:

- Winter Break February 15 – 19, 2021
- Service Excellence Awards on February 23, 2021
- Kinàmàgawin Symposium on February 25, 2021

5. Question Period

One question was submitted in advance by Senator N. Tilokani:

There are numerous graduate students who have not had access to their labs for research due to the COVID-19 pandemic, and whose research has been delayed. Are there any plans to provide (a) tuition rebates, for the semesters that they were not able to conduct research, but had to pay tuition? Furthermore (b) what are Carleton's plans to support these students, given that their research timelines have been altered, and their funding will run out?

Response from Provost:

Prioritized access to the campus has been provided to graduate students who need it from the beginning of the pandemic, and most have been able to continue to work in their labs. However, others, such as those conducting field research on human subjects, have not been able to carry out their research because of the restrictions on social interaction. The Faculty of Graduate and Postdoctoral Affairs is able to extend timelines and is working with individual graduate students who may be having challenges with their research as a result of the pandemic. In terms of support, graduate students who are registered and hold TA-ships or RA-ships should still be receiving the same funding. If a graduate student cannot continue their research, and is not engaged as a TA or RA, they should consider taking a leave of absence which can be approved. The period of eligibility for TA-ships has also been extended to allow for an extra year of funding, if needed. And finally, financial resources are available for those most in need and on a case by case basis. Students are encouraged to contact FGPA to arrange for a meeting to discuss their individual needs.

6. Administration (Clerk)

a. Membership renewal

A Call for Nominations for anticipated 2021/22 faculty vacancies on Senate will be distributed to all faculty members and Instructors in early February. The nomination period will close on March 5th. The Clerk also reminded Senators to contact the Senate Office if they are planning a sabbatical or other leave for the 2021/22 academic year, as those vacancies will need to be filled as well.

The Clerk also announced that a Call for Nominations for the position of Clerk of Senate will be released in early February, and that she will not be continuing as Clerk of Senate. All interested and eligible faculty members are encouraged to apply. The term for Clerk and faculty members serving on Senate is three years, and begins on July 1st.

The Chair congratulated the Clerk of Senate on her new appointment as Chair of the Department of Law & Legal Studies, and noted that she will be greatly missed at Senate.

7. Reports:

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

A memo containing twelve items for approval and three items for information was circulated to Senators in advance.

Items for Approval:

- i) **Best Grade Regulation 3.2.4 – Cumulative GPA** (replaces the use of most recent grade for audit)

It was **MOVED** (H. Nemiroff, K. AlWazir) that Senate approves the revisions to regulation R-UG-3.2.4 The Cumulative Grade Point Average for 2020/21 Undergraduate Calendar, as presented.

The motion **PASSED**.

- ii) **B. Eng. Regulations: R-UG-B.Eng.** (most recent grade used must be a pass)

It was **MOVED** (H. Nemiroff, S. Sivathayalan) that Senate approve the changes to the R-UG-B.Eng. effective for the 2020/21 Undergraduate Calendar, as presented. The motion **PASSED**.

- iii) **Engineer Regulations – R-UG-3.2.2 Three Attempts** (replaces “three failures” language)

It was **MOVED** (H. Nemiroff, B. MacLeod) that Senate approve the revisions to regulation R-UG 3.2.2 Three Attempts of a Course for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

- iv) **Additional Regulations for B.A.** (new breadth options for Humanities students)

It was **MOVED** (H. Nemiroff, S. Ajila) that Senate approve the revisions to R-UG-Additional Regulations for BA for the 201-22 Undergraduate Calendar, as presented.

The motion **PASSED**.

- v) **Admissions Regulations – Advance standing B. Com.** (re B. Com. Pathway)

It was **MOVED** (H. Nemiroff, D. Brown) that Senate approves the revisions to regulation R-ADM-B. Com. – Advanced standing B. Com. For 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

vi) **Deletion: R-UG-3.2.7 Bachelor of Social Work** (progression aligning with ACE framework)

It was **MOVED** (H. Nemiroff, B. O'Neill) that Senate approves the revisions to regulation R-UG-3.2.7 Social Work for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

vii) **Deletion – R-ADM-Program-Certificate in American Sign Language**

It was **MOVED** (H. Nemiroff, M. Lundy) that Senate approves the removal of R-ADM-Program-C.A.S.L. for the 2021/22 Undergraduate Calendar, as presented.

A Senator asked if ASL will be taught in some capacity at Carleton. In response it was noted that courses in ASL will still be available, as will the minor in ASL.

The motion **PASSED**.

viii) **R-UG-COOP-General Information** (removal of English Language Proficiency Requirement – already part of admissions process)

It was **MOVED** (H. Nemiroff, A. Tremblay) that Senate approves changes to R-UG-COOP – General Information for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

ix) **B.A. French Co-op Admission and Continuation Requirements**

It was **MOVED** (H. Nemiroff, K. AlWazir) that Senate approves changes to R-UG-COOP B.A. French for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

x) **B. Math Co-op Admission and Continuation Requirements** (adding STAT 3999 to Co-op option)

It was **MOVED** (H. Nemiroff, P. Wolff) that Senate approves changes to R-UG-COOP B. Math for the 2021-22 Undergraduate Calendar, as presented.

The motion **PASSED**.

- xi) **B.G.IN.S. Co-op Admission and Continuation Requirements** (introduction of Co-op option for BGINs)

It was **MOVED** (H. Nemiroff, B. O'Neill) THAT Senate approves changes to R-UG-COOP B.G.IN.S. for the 2021-2 Undergraduate Calendar, as presented.
The motion **PASSED**.

- xii) **B.Sci. ISAP Co-op Admission and Continuation Requirements** (addition of a Co-op option)

It was **MOVED** (H. Nemiroff, C. Macdonald) that Senate approves changes to R-UG-COOP B.Sc. ISAP for the 2021-22 Undergraduate Calendar, as presented.
The motion **PASSED**.

In response to a question it was noted that co-op placements are continuing in a virtual capacity during the pandemic.

Items for Information:

The following items were presented for information:

- Glossary Definitions
- Minor Modifications: December 1, December 15, January 19
- Editorial/Collateral Changes December 2020

7-Reports (cont'd):

b. Senate Quality Assurance and Planning Committee (SQAPC)

Committee Chair Dwight Deugo presented 19 major modifications for approval via an Omnibus motion.

Omnibus Motion for Major Modifications

It was **MOVED** (D. Deugo,) that Senate approve the major modifications as presented below with effect from Fall 2021.

The motion **PASSED**.

Individual Motions from the Omnibus Motion:

Major Mod – Individual Motion #1 – Certificate in Science and Policy

MOTION: That Senate approve the introduction of the Certificate in Science and Policy as presented with effect from Fall 2021.

Major Mod - Individual Motion #2 – Minor in Critical Race Studies

MOTION: That Senate approve the introduction of the Minor in Critical Race Studies as presented with effect from Fall 2021.

Major Mod – Individual Motion #3 – Concentration in Public History

MOTION: That Senate approve the introduction of the Concentration in Public History as presented with effect from Fall 2021.

Major Mod – Individual Motion #4 – B.Eng. Mechanical Engineering, Concentration in Integrated Manufacturing

MOTION: That Senate approve the deletion of the concentration in Integrated Manufacturing from the BENG in Mechanical Engineering program as presented with effect from Fall 2021.

Major Mod – Individual Motion #5 – Certificate in American Sign Language

MOTION: That Senate approve the deletion of the Certificate in American Sign Language as presented with effect from Fall 2021.

Major Mod – Individual Motion #6 – BUSI 3701 & BUSI 3702

MOTION: That Senate approve the introduction of BUSI 3701 & 3702 as presented with effect from Fall 2021.

Major Mod – Individual Motion #7 – IPAF 3900 and IPAF 3901

MOTION: That Senate approve the deletion of IPAF 3900 & 3901 as presented with effect from Fall 2021.

Major Mod – Individual Motion #8 – ANTH 4900

MOTION: That Senate approve the major modification to ANTH 4900 as presented with effect from Fall 2021.

Major Mod – Individual Motion #9 – ANTH 4100

MOTION: That Senate approve the introduction of ANTH 4100 as presented with effect from Fall 2021.

Major Mod – Individual Motion #10 – BCS, Mobile Computing & Network Computing Streams

MOTION: That Senate approve the deletion of the streams in Mobile Computing and Network Computing from the BCS programs as presented with effect from Fall 2021.

Major Mod – Individual Motion #11 – STAT 4905

MOTION: That Senate approve the introduction of STAT 4905 as presented with effect from Fall 2021.

Major Mod – Individual Motion #12 – PhD Economics

MOTION: That Senate approve the major modification to the admission requirements for the PhD in Economics as presented with effect from Fall 2021.

Major Mod – Individual Motion #13 – Master of Arts, Art History

MOTION: That Senate approve the program name change from Art History to Art and Architectural History for the MA programs as presented with effect from Fall 2021.

Major Mod – Individual Motion #14 – PhD Mathematics and Statistics

MOTION: That Senate approve the major modification to the admission requirements for the PhD in Mathematics and Statistics as presented with effect from Fall 2021.

Major Mod – Individual Motion #15 – STAT 6909

MOTION: That Senate approve the introduction of STAT 6909 as presented with effect from Fall 2021.

Major Mod – Individual Motion #16 – Master of Public Policy and Administration, Specialization in Data Science

MOTION: That Senate approve the major modification to the Master of Public Policy and Administration, specialization in Data Science as presented with effect from Fall 2021.

Major Mod – Individual Motion #17 – Master of Public Policy and Administration, Concentration in Indigenous Policy and Administration

MOTION: That Senate approve the major modification to the Master of Public Policy and Administration, concentration in Indigenous Policy and Administration as presented with effect from Fall 2021.

Major Mod – Individual Motion #18 – PhD International Affairs

MOTION: That Senate approve the major modification to the PHD program in International affairs and the introduction of INAF 6400 as presented with effect from Fall 2021.

Major Mod – Individual Motion #19 – MA International Affairs, Specialization in Data Science

MOTION: That Senate approve the introduction of the specialization in Data Science to the MA in International Affairs as presented with effect from Fall 2021.

Committee Chair Dwight Deugo next presented SQAPC’s final report on the pivot to remote teaching that occurred in the Summer and Fall of 2020. The first part of the presentation focussed on a review of the activities of scheduling and examinations services over the Fall semester. Highlights include the following:

- Training and consultations have continued throughout the fall

- Final exams in December were mostly fixed duration exams
- Support was provided for exam building and accommodation requests throughout the term, but 62.5% of instructors did not require any support for the actual exam.
- A system was introduced to track support tickets

Results from the student survey were presented next. The survey was sent to 31,025 students on November 8, with reminders on November 13 and 18. Engagement was strong, with a 43% response rate. Highlights from the data include the following observations:

- Students were generally able to access technology successfully
- Access to Internet and specialized software packages sometimes was a challenge
- CU Learn, BBB, and Zoom were used extensively by students
- Motivation and lack of in-person contact were identified as issues, although students did appreciate the accessibility of the online courses, and some appreciated not having to commute to campus
- 64.2% of students were satisfied with their online courses, which is in line with the level of satisfaction measured at other universities
- A blended format for courses (synchronous/asynchronous) is preferred
- Students consider the workload for online courses to be more demanding

A Senator asked if e-proctoring was well received by students, and whether academic integrity and grade inflation were of concern. Senator Deugo noted that e-proctoring experiences vary and the data from the survey does not speak to this question. Academic integrity groups are meeting with the Associate Deans to discuss academic integrity issues. Individual Faculty results from the survey have been sent to the Deans, and greater detail may be found there.

A Senator noted that course delivery has been offered exclusively online for almost a year; he asked whether this data will be used to offer courses to students remotely in the future or to develop hybrid forms of delivery. In response, the committee Chair noted that there have been few or no major modifications to change the delivery system for an entire program, but that it could be a possibility moving forward, depending on the preference of the individual unit and the needs of students.

A Senator asked if the survey measured student satisfaction around labs or lab replacement activities, which might yield quite different responses than the virtual classroom activities. In response, it was suggested that the Senator contact individual Faculties, such as Science, for more information on these specific results.

A Senator noted that responses to the survey may change over time, as students begin to feel increasingly isolated or frustrated with online learning. The Chair agreed that it is important to continue to monitor preferences over time and to adjust the response as required. It was also noted that Carleton is making appropriate increases to mental health supports to respond to the rise in mental health issues as evidenced by the survey.

The Chair thanked the members of SQAPC for their work on this project.

7-Reports (cont'd):

c. Senate Academic Governance Committee (Clerk)

The Clerk of Senate spoke to this item. As part of its work this year, the Senate Academic Governance Committee has been updating and standardizing the format of all Senate committee Terms of Reference. A memo plus revised Terms of Reference for the *Senate Medals & Prizes Committee* were circulated to Senators in advance.

It was **MOVED** (B. Kuzmarov, J. Sinclair-Palm) that Senate approve the changes to the Terms of Reference for the *Senate Medals & Prizes Committee*, as presented.

The Clerk observed that the Faculty of Graduate and Postdoctoral Affairs was named incorrectly in the circulated Terms of Reference, and that the error has been corrected.

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

8. CUSP Recommendations – Summer 2021

Deputy Provost Lorraine Dyke presented the recent report from the Carleton University Scenario Planning Group (CUSP) regarding their recommendations for the summer 2021 term. Due to the continuation of the second wave of the pandemic and the slow start to the rollout of vaccinations, CUSP is recommending that courses continue to be mostly online for the Summer of 2021. Some courses or portions of courses may be delivered in person on a voluntary basis, if circumstances allow and the appropriate approvals have been obtained, but instructors of those courses need be prepared to pivot to online delivery at short notice if necessary. CUSP recommends that research access to the campus continue to be prioritized, particularly for graduate students, and that online supports for students and instructors continue to be offered.

It was **MOVED** (J. Tomberlin, J. Paulson) that Senate confirm that most scheduled Summer 2021 courses at Carleton be offered through online and other methods of distance learning.

Discussion:

In response to a question, the Provost clarified that in-person learning over the summer would be voluntary for both students and instructors. He added that studying over the summer is not required for students and that any mandatory courses offered over the summer term would be available in the Fall/Winter terms as well.

The motion **PASSED**.

A Senator asked for an update on Fall 2021 planning. The Chair responded that there are simply not sufficient facts available at this time to speculate on how the university will be able to operate in the fall, but that all universities have reason to be cautiously optimistic depending on the rollout of the vaccine. Any decisions made by the university will be based on facts and data, and will need to comply with the governmental guidelines and health regulations. The Chair asked Senate for their patience as both the progression of the second wave of COVID and the rate of vaccination become clearer in the coming months.

9. Reputation Strategy

The Chair of Senate introduced this item.

To bring Carleton's reputation more in line with its considerable achievements and successes, Carleton has begun a reputational enhancement project to be led by Chief Communications Officer Tony Frost, who will be working with external partners Banfield Agency and Ipsos Public Affairs.

Tony Frost provided a brief introduction to the 4-phase project, before turning the presentation over to Lindsay Gavey, Strategy Director of Banfield Agency, and Sean Simpson Vice-President of Ipsos Public Affairs to provide a summary of the initial research phase of the project.

The presentation provided 7 key findings from the research conducted as phase one:

- Carleton needs to better define its identity and to share its story in a way that builds awareness and reputation.
- Core attributes (community-oriented, caring, diverse) should be retained, but new associations (innovation, excellence, intelligence) should be built as well.
- Carleton's leadership in accessibility and sustainability, mental health and wellness, and Equity, Diversity and Inclusion needs to be leveraged.
- Experiential Learning and career readiness are key; flexibility, community engagement, and business networks should be highlighted.
- Real world impact needs to be demonstrated. Carleton's research achievements should be highlighted and publicized.
- Carleton needs to move beyond its local bubble towards global engagement.

- Carleton should leverage its institutional youth, growth and momentum as a strength.

The presentation concluded by outlining the timelines for the rest of the project:

- Phase 2 – Strategy Development (February)
- Phase 3 – Creative Development (March)
- Phase 4 – Implementation (Fall 2021)

A Senator asked what success would look like, at the end of this process. CIO Tony Frost replied that a successful reputation building project would ultimately result in greater awareness, well-defined identity, greater profile and reputation for Carleton in the field, which will result in an increase in student applications and first-choice applications, plus an increase in donations and opportunities for research.

A Senator asked CIO Frost to comment on his experiences at Waterloo University, in particular on aspects of their successful reputational campaign that might be applicable for Carleton. Mr. Frost noted that the process involved, including research, identifying strengths and unique qualities, brand strategy and implementation is the same, but individual outcomes will differ.

A Senator asked how Carleton can maintain its unique identity if, in order to develop and strengthen its brand, it needs to adopt some of the strengths of other universities such as global awareness and innovation. In response it was noted that key aspects of the project include identifying Carleton's core strengths and unique qualities. Overlapping qualities with other universities will occur, but telling Carleton's story ultimately involves highlighting what makes us unique.

In response to another question, CIO Tony Frost noted that leveraging Carleton's 150,000 alumni as advocates is an important part of the strategy. Alumni must be engaged and involved in the launch and the rollout of the project and in the story that is created through the process.

The Chair thanked Senators for their questions, comments and support for this project, and he thanked Tony Frost and the representatives from Banfield and Ipsos for the presentation and for their work on this initiative.

10. Reports for Information

a) Senate Executive Minutes (November 17, 2020)

There was no discussion of this item.

11. Other Business

12. Adjournment

The meeting was adjourned (J. Tomberlin, J. Sinclair-Palm) at 4:08 p.m.

Senate Question Period – February 26, 2021

Question from Beth MacLeod

At the beginning of February, Laurentian University filed for creditor protection. Reports from various news sources suggest the problem stems from a combination of low enrolment, problematic financial decisions, and COVID. I'd like to ask about the likelihood of Carleton following a similar path and what plans are in place to ensure we don't.

Thanks,
Beth MacLeod

Senate Meeting Schedule 2021-22

All meetings are from 2:00 pm to 4:00 pm unless otherwise indicated

- Friday September 24, 2021
- Friday October 22, 2021 – Convocation Meeting
- Friday November 26, 2021
- Friday December 17, 2021* (tentative)
- Friday January 28, 2022
- Friday February 25, 2022 – Convocation Meeting
- Friday March 25, 2022
- Friday April 22, 2022
- Friday June 3, 2022 – Convocation Meeting
- Friday June 17, 2022* (**at 10:00 am**) (tentative)

Senate Executive Committee

(All meetings are from 11:00 am to 12:00 noon unless otherwise indicated)

- Tuesday September 14, 2021
- Tuesday October 12, 2021
- Tuesday November 16, 2021
- Tuesday December 7, 2021* (tentative)

- Tuesday January 18, 2022
- Tuesday February 15, 2022
- Tuesday March 15, 2022
- Tuesday April 12, 2022
- Tuesday May 24, 2022
- Tuesday June 7, 2022* (tentative)

Senate Medals & Prizes Committee

- Thursday October 21, 2021 – 9:00 am
- Thursday June 2, 2022 – 9:00 am



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**Senate Elected Representatives
to the *Advisory Committee on the President and Vice-Chancellor (ACP)***

1. Undergraduate Representative (one position)

- Lisa Tsintsadze - elected

2. Graduate Representative (one position)

- Patricia Bérubé - elected

3. Faculty/Instructor/Librarian Representatives (3 positions)

- Josh Greenberg (Director, School of Journalism & Communications)* -
acclaimed
- Kim Hellemans (Chair, Department of Neuroscience) - acclaimed
- Laura Newton Miller (Head, Collections & Assessment, MacOdrum Library)
- acclaimed

**Full professor*



MEMORANDUM

From the Senate Committee on
Curriculum, Admission and Studies Policy

To: Senate
From: Howard Nemiroff, Chair of SCCASP
Date: February 26, 2021
Subject: Regulation Changes 2021-22, 2022-23

For Senate approval

1. BA Honours English Combined – HBA-15+

Motion: That Senate approves the revisions to HBA-15+ English B.A. Combined Honours for the 2020/21 Undergraduate Calendar as Presented

Attachment: *HBA-15+ English B.A. Combined Honours*

2. Discredits – R-UG-3.1.12

Motion: That Senate approves the revisions to regulation R-UG 3.1.12 Discredits effective for the 2021/22 Undergraduate Calendar as Presented

Attachment: *TBD-1863 R-UG-3.1.12 Discredits*

3. ACE Regulations – R-UG- 3.2.1 Academic Continuation Evaluation

Motion: That Senate approves the revisions to regulation R-UG- 3.2.1 Academic Continuation Evaluation for the 2022/23 Undergraduate Calendar as Presented

Attachment: *TBD 1869 R-UG-3.2.1 Academic Continuation Evaluation*

4. R-UG-3.2.3 Readmission after being Ineligible to Continue

Motion: That Senate approves the revisions to R-UG-3.2.3 Readmission after being Ineligible to Continue for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1870 Readmission after Ineligible to Continue*

5. R-UG-3.2.4 Cumulative Grade Point Average

Motion: That Senate approves the revisions to R-UG-3.2.4 Cumulative Grade Point Average for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1871 Cumulative Grade Point Average*

6. R-UG-3.2.4.1 Term Grade Point Average

Motion: That Senate approves the revisions to R-UG-3.2.4.1 Term Grade Point Average for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1871 Cumulative Grade Point Average*

7. R-UG-3.2.5 Assessment in Program Elements

Motion: That Senate approves the revisions to R-UG-3.2.5 Assessment in Program Elements for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1872 Assessment in Program Elements*

8. R-UG-3.2.6 Minimum CGPA Requirements

Motion: That Senate approves the revisions to R-UG-3.2.6 Minimum CGPA requirements for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1873 Minimum CGPA Requirements*

Omnibus Motion for Items 9-13 inclusive, as these all contain the required calendar language for the previously approved exceptions (November 27, 2020 Senate).

**Motion: That Senate approves the revisions to R-UG-3.2.7 for the following programs:
Bachelor of Journalism and Humanities
Bachelor of Journalism
Bachelor of Mathematics
Bachelor of Public Affairs and Policy Management
Bachelor of International Business
for the 2022/23 Undergraduate Calendar as Presented**

9. R-UG-3.2.7 Bachelor of Journalism and Humanities

Motion: That Senate approves revisions to TBD-1955 R-UG-3.2.7 Bachelor of Journalism and Humanities for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1955 Bachelor of Journalism and Humanities*

10. R-UG-3.2.7 Bachelor of Journalism

Motion: That Senate approves revisions to TBD-1954 R-UG-3.2.7 Bachelor of Journalism for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1954 Bachelor of Journalism*

11. R-UG-3.2.7 Bachelor of Mathematics

Motion: That Senate approves revisions to TBD-1956 R-UG-3.2.7 Bachelor of Mathematics for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1956 Bachelor of Mathematics*

12. R-UG-3.2.7 BPAPM

Motion: That Senate approves revisions to TBD-1958 R-UG-3.2.7 Bachelor of Public Affairs and Policy Management for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1958 BPAPM*

13. R-UG-3.2.7 Bachelor of International Business

Motion: That Senate approves revisions to TBD-1953 R-UG-3.2.7 Bachelor International Business for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1953 BIB*

14. R-UG-6.5 Course Load

Motion: That Senate approves revisions to regulation R-UG-6.5 Course Load for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1898 Course Load*

15. R-UG-6.6 ACE for Special Students

Motion: That Senate approves revisions to regulation R-UG-6.6 Academic Continuation Evaluation for the 2022-23 Undergraduate Calendar as Presented

Attachment: *TBD-1897 Academic Continuation Evaluation*

16. R-UG-Business

Motion: That Senate approves revisions to TBD-1598 R-UG-Business for the 2021-22 Undergraduate Calendar as Presented

Attachment: *TBD-1598 Business*

For Information

1. Course Programs _Minor Mods

Attachments: *UG_G_2122_CoursesPrograms_MinorMods_for_SCCASP_Feb 2*
UG_G_2122_CoursesPrograms_MinorMods_for_SCCASP_Feb 16

DATE: February 16, 2021

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate Quality Assurance and Planning Committee

RE: 2021-22 Calendar Curriculum Proposals
Undergraduate and Graduate Major Modifications

Background

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

Library Reports (as required)

In electronic communication members of the Library staff, upon review of the proposals, confirmed no additional resources were required for the 2021-22 major modifications included below.

Documentation

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

Omnibus Motion

In order to expedite business with the multiple major modifications that are subject to Senate approval at this meeting, the following omnibus motion will be moved. Senators may wish to identify any of the following 17 major modifications that they feel warrant individual discussion that will then not be covered by the omnibus motion. Independent motions as set out below will nonetheless be written into the Senate minutes for those major modifications that Senators agree can be covered by the omnibus motion.

THAT Senate approve the major modifications as presented below with effect from Fall 2021.

Major Modifications

1. Environmental Science concentration in Geomatics

SCCASP approval: January 19, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of the concentration in Geomatics to the BSC (Hons) program in Environmental Science as presented with effect from Fall 2021.

2. BA programs in Religion

SCCASP approval: February 2, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the major modification to the BA, BA (Hons) & BA Combined (Hons) in Religion and the deletion of the minors in Jewish Studies, Islamic Studies and Christianity Studies as presented with effect from Fall 2021.

3. Minor in Health Sciences

SCCASP approval: February 2, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of the minor in Health Sciences as presented with effect from Fall 2021.

4. SOCI 3950

SCCASP approval: February 2, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of SOCI 3950 as presented with effect from Fall 2021.

5. STAT 3999

SCCASP approval: January 19, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction STAT 3999 as presented with effect from Fall 2021.

6. BIT Interactive Multimedia and Design Streams

SCCASP approval: January 19, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of the streams in Animation & Visual Effects, Game Design and Development, Web and User Interfaces/Experience to the BIT in Interactive Multimedia and Design program as presented with effect from Fall 2021.

7. Bachelor of Commerce

SCCASP approval: February 16, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of a 20 credit non honours Bachelor of Commerce program as presented with effect from Fall 2021.

8. Certificate in Multidisciplinary Studies in Mental Health and Wellbeing

SCCASP approval: February 16, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of the Certificate in Multidisciplinary Studies in Mental Health and Wellbeing as presented with effect from Fall 2021.

9. Minor in Environmental and Climate Humanities

SCCASP approval: February 2, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of the Minor in Environmental and Climate Humanities as presented with effect from Fall 2021.

10. NEUR 4906

SCCASP approval: February 16, 2021

SQAPC approval: February 11, 2021

Senate Motion February 26, 2021

THAT Senate approve the major modification to the B.Sc. (Hons) in Neuroscience and Mental Health program and the introduction of NEUR 4906 as presented with effect from Fall 2021.

11. Minor in Community Engagement

SCCASP approval: December 15, 2020

SQAPC approval: January 28, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of the Minor in Community Engagement, SOCI 4171 & ANTH 4171 as presented with effect from Fall 2021.

12. Minor in Business (Entrepreneurship)

SCCASP approval: January 19, 2021

SQAPC approval: January 28, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of STAT 4905 as presented with effect from Fall 2021.

13. MBA online

SCCASP approval: N/A

SQAPC approval: January 28, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of the MBA online as presented with effect from Fall 2021.

14. GINS 3999

SCCASP approval: January 19, 2021

SQAPC approval: January 28, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of GINS 3999 as presented with effect from Fall 2021.

15. ISAP 3999

SCCASP approval: January 19, 2021

SQAPC approval: January 28, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of ISAP 3999 as presented with effect from Fall 2021.

16. Psychology Thematic Minors

SCCASP approval: January 19, 2021

SQAPC approval: January 28, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of thematic minors in Cognitive Psychology, Developmental Psychology, Forensic Psychology, Health Psychology, Organizational Psychology and Social and Personality Psychology as presented with effect from Fall 2021.

17. ENST 4450 & GEOG 4450

SCCASP approval: December 15, 2020

SQAPC approval: January 28, 2021

Senate Motion February 26, 2021

THAT Senate approve the introduction of ENST 4450 & GEOG 4450 as presented with effect from Fall 2021.

DATE: February 8, 2021

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair,
Senate Quality Assurance and Planning Committee

RE: Final Assessment Report and Executive Summary: Undergraduate Program in Network
Technology

The purpose of this memorandum is to request that Senate approve the Final Assessment Report and Executive Summary arising from the cyclical review of the undergraduate program in Network Technology.

The request to Senate is based on a recommendation from the Senate Quality Assurance and Planning Committee (SQAPC), which passed the following motion at its meeting of January 28, 2021:

THAT SQAPC recommends to SENATE the approval of the Final Assessment Report and Executive Summary arising from the cyclical program review of the undergraduate programs in Bachelor of Information Technology- Network Technology.

The Final Assessment Report and Executive Summary is provided pursuant to articles 4.2.5-4.2.6 of the provincial Quality Assurance Framework and article 7.2.23 of Carleton's Institutional Quality Assurance Process (IQAP). Article 7.2.23.3 of Carleton's IQAP (passed by Senate on June 21st, 2019 and ratified by the Ontario Universities Council on Quality Assurance on November 22nd, 2019) stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SQAPC and Senate is to ensure that due process has been followed and that the conclusions and recommendations contained in the Final Assessment Report and Executive Summary are reasonable in terms of the documentation on which they are based.'

In making their recommendation to Senate and fulfilling their responsibilities under the IQAP, members of SQAPC were provided with all the appendices listed on page 2 of the Final Assessment Report and Executive Summary. These appendices constitute the basis for reviewing the process that was followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can, however, be made available to Senators should they so wish.

Any major modifications described in the Implementation Plan, contained within the Final Assessment Report, are subject to approval by the Senate Committee on Curriculum, Admission, and Studies Policy, the Senate Quality Assurance and Planning Committee (SQAPC) and Senate as outlined in articles 7.5.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Report, Executive Summary and Implementation Plan will be forwarded to the Ontario Universities' Council on Quality Assurance and reported to

Carleton's Board of Governors for information. The Executive Summary and Implementation Plan will be posted on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Senate Motion February 26, 2021

THAT Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate program in Network Technology.

DATE: February 8, 2021

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair,
Senate Quality Assurance and Planning Committee

RE: Final Assessment Report and Executive Summary: Graduate Programs in International
Affairs

The purpose of this memorandum is to request that Senate approve the Final Assessment Report and Executive Summary arising from the cyclical review of the graduate programs in International Affairs.

The request to Senate is based on a recommendation from the Senate Quality Assurance and Planning Committee (SQAPC), which passed the following motion at its meeting of January 28, 2021:

THAT SQAPC recommends to SENATE the approval of the Final Assessment Report and Executive Summary arising from the cyclical program review of the graduate programs in International Affairs.

The Final Assessment Report and Executive Summary is provided pursuant to articles 4.2.5-4.2.6 of the provincial Quality Assurance Framework and article 7.2.23 of Carleton's Institutional Quality Assurance Process (IQAP). Article 7.2.23.3 of Carleton's IQAP (passed by Senate on June 21th, 2019 and ratified by the Ontario Universities Council on Quality Assurance on November 22nd, 2019) stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SQAPC and Senate is to ensure that due process has been followed and that the conclusions and recommendations contained in the Final Assessment Report and Executive Summary are reasonable in terms of the documentation on which they are based.'

In making their recommendation to Senate and fulfilling their responsibilities under the IQAP, members of SQAPC were provided with all the appendices listed on page 2 of the Final Assessment Report and Executive Summary. These appendices constitute the basis for reviewing the process that was followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can, however, be made available to Senators should they so wish.

Any major modifications described in the Implementation Plan, contained within the Final Assessment Report, are subject to approval by the Senate Committee on Curriculum, Admission, and Studies Policy, the Senate Quality Assurance and Planning Committee (SQAPC) and Senate as outlined in articles 7.5.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Report, Executive Summary and Implementation Plan will be forwarded to the Ontario Universities' Council on Quality Assurance and reported to Carleton's Board of Governors for information. The Executive Summary and Implementation Plan

will be posted on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Senate Motion February 26, 2021

THAT Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the graduate programs in International Affairs.



MEMORANDUM

From: Senate Academic Governance Committee
To: Senate
Date: February 26, 2021
Subject: Terms of Reference update – Senate Executive Committee and Senate Academic Governance Committee

In the spirit of good academic governance, the Senate Academic Governance Committee is undertaking a review of the terms of reference of all Senate Standing Committees, in order to update content where necessary and standardize the format.

The attached Terms of Reference for the *Senate Executive Committee* and the *Senate Academic Governance Committee* have been reformatted and modified to fit the new template. Updates have been indicated with track changes in the document. All changes have been made for reasons of clarity and accuracy.

MOTION: That Senate approve the changes to the Terms of Reference for the *Senate Executive Committee*, as presented.

MOTION: That Senate approve the changes to the Terms of Reference for the *Senate Academic Governance Committee*, as presented.

Senate Executive Committee – Terms of Reference

Type of Committee: Standing Committee

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Purpose: On behalf of Senate:

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- a) to prepare and organize the business of Senate; and
- b) to act as delegated by Senate.

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Responsibilities:

The Senate Executive Committee's duties are to:

1. Arrange the agenda and plan the forthcoming business of Senate;
2. Nominate the Clerk of Senate for appointment by the Senate;
- ~~3. Approve new and revised scholarships and bursaries;~~
- 4-3. To act, on behalf of Senate, in approving honorary degree recipients in special-case situations.
- 5-4. Make decisions on such matters as the Senate may delegate to it;
- ~~6. Approve the Academic Schedules;~~
- 7-5. Recommend Special Appointments to Senate.

In addition, Senate ~~annually, at the last regular meeting of the academic year, may~~ empowers the Executive to act for Senate on urgent items of regular ~~business business during the months of July and August between regular meetings of Senate. Notice of any meetings of the Executive held under this authority (except those called for the purposes of the Executive dealing with its own regular business) shall be given to all members of Senate who may attend and vote.~~ Any actions under this authority are reported to Senate at its next meeting.

CompositionMembership:

Senate Executive consists of

- The President and Vice-Chancellor (as Chair) (*ex officio*);
- The Provost and Vice-President (Academic) (*ex officio*);
- Associate Vice-President (Academic) (~~ex officio~~) (~~non-voting~~) (*as resource*);
- The Clerk of Senate (*ex officio*);
- ~~Three~~ Three members of faculty, elected from and by Senate; and
- Two students (one undergraduate and one graduate), elected from and by Senate.

The term of a member of Senate Executive is coterminous with her or his term on Senate.

Quorum and Voting:

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Quorum is 50% of the membership, with at least one elected faculty member present.

Voting shall be by simple majority.

Reporting:

The committee reports to Senate.

Review:

These terms of reference will be reviewed every seven years.

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Senate Academic Governance Committee - Terms of Reference [draft]

Type of Committee: Standing Committee

Purpose: The Senate Academic Governance Committee is a standing committee of Senate constituted to advise the Senate with respect to [Senate](#) practices and procedures for academic governance of the University.

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Responsibilities: (list)

To consider matters related to the academic governance of the University, and in particular, ~~in regard to academic governance:~~

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- ~~1. To review academic governance practices of the University to ensure that the principles of collegial governance as vested in Senate are followed at all levels of academic governance, and to make recommendations to Senate for change when appropriate. To advise Senate on the interpretation of existing Senate provisions;~~
- ~~2. To advise Senate on matters of academic governance. To receive and make recommendations to Senate on any proposals to introduce changes;~~
- ~~3. To review periodically the academic governing documents of the university, Senate and the various Senate committees, including without limitation the Academic Governance of the University (AGU), committee terms of reference, mandates and procedures and relevant Senate policies, and make recommendations to Senate for development and/or change where appropriate. To provide a continuing review, and on this basis, to make recommendations to Senate on possible changes thereto.~~
- 4.1. To recommend to Senate the number, size and terms of reference of standing committees of the Senate
- 5.2. To oversee direct the nomination and election process for Senate committee membership.

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Membership:

1. The Clerk of Senate, *ex-officio*
2. Six faculty members broadly representative of the following five Faculties of the university: Faculty of Arts & Social Sciences, Faculty of Public Affairs, Faculty of Engineering & Design, Faculty of Science, Sprott School of Business, with at least 50% being current or past sitting Senators.
3. One undergraduate student
4. One graduate student

Quorum and Voting:

Quorum and Voting is by simple majority.

Reporting:

The Committee reports to Senate.

Review:

These terms of reference will be reviewed every **seven** years.

Document Origin Date: [1969/70](#)

Reviewed/Revised: (list all revision dates)



**Senate Executive Committee
January 19, 2021
Via MS Teams Videoconference**

MINUTES

Attending: K. AlWazir, B. Appel Kuzmarov, B. A. Bacon (Chair), A. Bowker, N. Bruni, D. Deugo, S. Sivathayalan, J. Tomberlin, W. Ye, K. McKinley (recording secretary)

1. Welcome & Approval of the Agenda:

The meeting was called to order at 11:02 am. The Chair welcomed committee members to the first Senate Executive Committee meeting of 2021.

It was **MOVED** (S. Sivathayalan, B. Kuzmarov) that the committee approve the agenda for the meeting. The motion **PASSED**.

2. Approval of Senate Executive Minutes:

a November 17, 2020

It was **MOVED** (W. Ye, K. AlWazir) that the committee approve the minutes of the Senate Executive Committee meeting on November 17, 2020, as presented.

The motion **PASSED**.

b E-polls: November 4, November 30, December 7

It was **MOVED** (A. Bowker, B. Kuzmarov) that the committee approve the minutes of the Senate Executive Committee e-polls on November 4, November 30, and December 7, 2020, as presented.

The motion **PASSED**.

3. Approval of Senate agenda: January 29, 2021

The Senate agenda was reviewed by the committee. No changes or edits to the draft were requested.

It was **MOVED** (W. Ye, K. AlWazir) that the committee approve the Senate agenda for the meeting on January 29, 2021, as presented.

The motion **PASSED**.

4. Review of Senate Minutes: November 27, 2020

The committee reviewed the draft minutes of the Senate meeting on November 27, 2020. No changes or additions were requested. The committee approved the draft minutes by consensus.

5. Clerk of Senate Call for Nominations

A draft Call for Nominations for the Clerk of Senate position was circulated in advance to the committee. The term of the current Clerk of Senate (Professor Kuzmarov) expires on June 30, 2021. The Chair noted that Professor Kuzmarov has accepted a new leadership role beginning July 1, 2021 as Chair of the Department of Law & Legal Studies, and as a result she will not be renewing her term as Clerk of Senate next year.

The Clerk then introduced the Call for Nominations and outlined the process for electing the next Clerk of Senate. The Call will be emailed to faculty members on February 1 and nominations will remain open until February 26. Nominations received by the Senate Office will be distributed to the Senate Executive Committee for review and discussion at its meeting on March 16, 2021, and the recommended nominee will be presented to Senate for approval at the meeting on March 26, 2021.

It was **MOVED** (B. Kuzmarov, S. Sivathayalan) that the Senate Executive Committee approve the Call for Nominations for the Clerk of Senate position, as presented.

The motion **PASSED** unanimously.

6. Review of additional proposed changes to Senate Executive Committee Terms of Reference, from Senate Academic Governance Committee (Clerk)

The Clerk of Senate, as Chair of the Senate Academic Governance Committee (SAGC), presented a new draft document from SAGC containing an additional recommended change to the Terms of Reference for the Senate Executive

Committee, namely, a modification to the quorum rule stipulating that quorum is simple majority of members with at least one faculty member present.

Committee members discussed the newly proposed change. Some agreed with the principle of the change, but noted that the committee already needs at least one faculty member or student to make quorum. A member asked if the faculty quota rule would even be necessary, since the committee meetings almost always achieve 100% attendance. In sum, the committee asked the Clerk to take back these comments to SAGC:

- Given the typical high attendance rate for committee meetings, members question the necessity of the rule.
- Senate Executive Committee members do not feel strongly either way about the proposed rule.
- The committee notes a potential risk to the ability of the committee to carry out its business, if no faculty members are able to attend. This could interrupt Senate business as a result.

7. Other Business

There was none.

8. Adjournment

The meeting was adjourned at 11:54 am.

UNIVERSITY COMMITTEE MEMBERSHIP REPORT

UNIVERSITY PROMOTIONS COMMITTEE 2020-21

Senate coordinates the nomination and election/acclamation of members to the *University Promotions Committee* on an annual basis.

Membership:

*For membership criteria, please consult the attached *Call for Nominations*.

FASS: (2 positions)

1. Pamela Walker, Full Professor, Department of History
2. Zeba Crook, Full Professor, College of the Humanities

FED: (2 positions)

1. Ashraf Matrawy, Full Professor, School of Information Technology
2. Steve Fai, Full Professor, School of Architecture

FPA: (2 positions)

1. Jane Dickson, Full Professor, Department of Law & Legal Studies
2. Randall Germain, Full Professor, Department of Political Science

Sprott: (1 position)

1. Jose Rojas-Mendez, Full Professor, Sprott School of Business

Science: (1 position)

1. George Dix, Full Professor, Department of Earth Sciences

MEMORANDUM

To: All Full-Time Faculty at Carleton University
From: Kathy McKinley, Assistant University Secretary
Date: October 1, 2020
Subject: **Call for Nominations: Faculty members for *University Promotions Committee***

The Carleton University Senate is calling for nominations for full-time CUASA faculty members to serve on the *University Promotions Committee* (UPC).

To be eligible, faculty must currently hold the rank of Full Professor. Eight (8) elected positions are available as follows:

- Two members from the Faculty of Arts and Social Sciences
- Two members from the Faculty of Public Affairs
- Two members from the Faculty of Engineering & Design
- One member from the Faculty of Science
- One member from the Sprott School of Business

In addition to these 8 elected faculty members, the UPC consists of the Provost and Vice-President (Academic) as Chairperson, and eight (8) other members chosen by the President. Faculty members chosen by the President are not eligible to run for the elected positions.

To submit a self-nomination for one of the eight (8) elected faculty positions, please send a statement of candidacy to Kathy McKinley, Assistant University Secretary (kathy.mckinley@carleton.ca) **on or before October 30, 2020**. The statement of candidacy should include the name of the committee (UPC) on which you wish to serve, your name, rank, academic unit, and Faculty.

The meetings of the University Promotions Committee will take place from April 6 – 8, 2021.

Following the nomination period, candidates for contested positions will be elected by the tenured and tenure-track employees of the respective Faculties. If there is an insufficient number of candidates, the parties shall fill any vacancies at JCAA by mutually agreed appointment.

The procedural rules of the committee are in accordance with Article 10 of the Collective Agreement: <https://carleton.ca/hr/wp-content/uploads/WEB-CUASA-2017-2021-CA.pdf>

Regarding eligibility for membership on this committee, please note the following general committee rules which are an excerpt of clause 10.11 of the CU/CUASA Collective Agreement:

- (a) Members must not serve on any Tenure and Promotion committee in any year in which they have applied for tenure and/or promotion.*

(b) Members of the Tenure and Promotion Committees at the Department, Faculty, and University levels cannot serve on the TPAC in the same academic year.

(c) The Presidential Officers of the Association and the CUASA Grievance Chair shall not serve on any DTPC, FTFC, UPC or TPAC.

(d) Any person taking part in the assessment of a candidate will disclose any relationship which could be a cause for a conflict of interest. The Committee shall determine whether or not the relationship constitutes a conflict of interest. In such decisions, the Committee will err on the side of caution. A person may request that a conflict of interest decision be made by JCAA.

(e) All committees established as part of the tenure and promotion review process must have at least one male and one female member and best efforts shall be made to reflect the diversity of the academic community these committees are representing.

Please note that clause 10.11 contains additional provisions regarding the process and should be consulted for further information.

Thank you

Kathy McKinley
Assistant University Secretary, Carleton University
Kathy.mckinley@carleton.ca

February 12, 2021

UNIVERSITY COMMITTEE MEMBERSHIP REPORT

TENURE AND PROMOTIONS APPEAL COMMITTEE 2020-21

Senate coordinates the nomination and election/acclamation of members to the *Tenure & Promotions Appeal Committee* on an annual basis.

Membership:

*For membership criteria, please consult the attached *Call for Nominations*.

FED (2)

- John Hayes, Full Professor, Department of Mechanical & Aerospace Engineering
- Thomas Garvey, Associate Professor, School of Industrial Design

FASS (2)

- Joanna Pozzulo Full Professor, Department of Psychology
- Kimberly Stratton, Associate Professor, College of the Humanities

Science (2)

- Patrick Morin, Full Professor, School of Computer Science
- Alex Wong, Associate Professor, Department of Biology

Sprott (2)

- Vinod Kumar, Full Professor, Sprott School of Business
- Isaac Otchere, Full Professor, Sprott School of Business

FPA (2)

- Peter Andree, Full Professor, Department of Political Science
- Fen Hampson, Full Professor, Norman Paterson School of International Affairs

MEMORANDUM

To: All CUASA Faculty from Carleton University
From: Kathy McKinley, Assistant University Secretary
Date: October 1, 2020
Subject: **Call for Nominations: Faculty members for *Tenure and Promotions Appeal Committee***

The Carleton University Senate is calling for nominations for CUASA faculty to serve on the *Tenure and Promotions Appeal Committee (TPAC)*.

To be eligible, faculty must currently hold the rank of Associate or Full Professor. Ten positions are available as follows:

- One delegate and one alternate from each of the five Faculties
- At least one member from each Faculty on the committee must be a Full Professor

The committee must be constituted of a majority of Full Professors to address any appeals of the denial of promotion to the rank of Full Professor.

To submit a self-nomination to serve on the *Tenure and Promotions Appeal Committee*, please send a statement of candidacy to Kathy McKinley, Assistant University Secretary (kathy.mckinley@carleton.ca) **on or before October 30, 2020**. The statement of candidacy should include the name of the committee (TPAC) on which you wish to serve, your name, rank, academic unit, and Faculty.

Meetings of TPAC would generally be held in April (tenure) and May (promotion) in order to complete reports by April 30 for cases involving tenure and May 31 for cases not involving tenure.

Following the nomination period, candidates for contested positions will be elected by the tenured and tenure track employees of the respective Faculties. If an elected delegate and their alternate are unavailable, the Provost and Vice-President (Academic) and the President of CUASA shall, acting reasonably and expeditiously, mutually agree on an appointee to serve on the TPAC.

The procedural rules of the committee are in accordance with Article 10 of the Collective Agreement: <https://carleton.ca/hr/wp-content/uploads/WEB-CUASA-2017-2021-CA.pdf>

Regarding eligibility for membership on this committee, please note the following general committee rules which are an excerpt of clause 10.11 of the CU/CUASA Collective Agreement:

(a) Members must not serve on any Tenure and Promotion committee in any year in which they have applied for tenure and/or promotion.

(b) Members of the Tenure and Promotion Committees at the Department, Faculty, and University levels cannot serve on the TPAC in the same academic year.

(c) The Presidential Officers of the Association and the CUASA Grievance Chair shall not serve on any DTPC, FTPC, UPC or TPAC.

(d) Any person taking part in the assessment of a candidate will disclose any relationship which could be a cause for a conflict of interest. The Committee shall determine whether or not the relationship constitutes a conflict of interest. In such decisions, the Committee will err on the side of caution. A person may request that a conflict of interest decision be made by JCAA.

(e) All committees established as part of the tenure and promotion review process must have at least one male and one female member and best efforts shall be made to reflect the diversity of the academic community these committees are representing.

Please note that clause 10.11 contains additional provisions regarding the process and should be consulted for further information.

Thank you,

Kathy McKinley
Assistant University Secretary, Carleton University