



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 November 24, 2017 at 2:00 p.m.
Senate Room, Robertson Hall**

MINUTES

Attending: S. Ajila, A. Arya, A. Barclay, A. Bellerive, S. Blanchard, D. Buss, L. Callaghan, A. Chandler, W. Clement, J. Debanne, D. Deugo, A. Dodge, C. Dogan, L. Dyke, P. Farrell, R. Goubran, E. Grant, N. Grasse, J. Green, P. Gunupudi, A. Hassan, W. Horn, O. Javanpour, H. Jay, W. Jones, C. Joslin, S. Klausen, E. Kwan, P. Lagasse, J. Liu, D. Long, A. Maheshwari, A. Jabar (for Z. Masjedee), C. Miller, J. Miller, H. Nemiroff, M. Neufang, D. Nussbaum, Z. Parkkari, J. Paulson, B. Wright (for A. Plourde), D. Russell, L. Schweitzer, A. Shotwell, D. Siddiqi, E. Sloan, P. Smith, A. Summerlee, S. Taylor, J. Tomberlin, P. Watlawik-Li, J. Wolfart, C. Young, D. Zachrisson

Guests: M. Rooney, T. Di Leo Browne

Recording Secretary: Kathy McKinley

1. CALL TO ORDER

The Chair called the meeting to order at 2:00 p.m.

2. APPROVAL OF AGENDA

The Chair noted that one item was left off the agenda under Reports for Information, and that there was one spelling error on the agenda. It was **MOVED** (C. Miller, A. Arya) that Senate approve the agenda for the meeting of Senate on November 24, 2017, with corrections.

The motion **PASSED**.

3. APPROVAL OF MINUTES

The Chair noted two additions to be made in the minutes under the attendance record. It was **MOVED** (E. Grant, P. Smith) that Senate approve the minutes of the Open Session of the Senate meeting on October 27, 2017, with these modifications.

The motion **PASSED**.

4. MATTERS ARISING

There were none.

5. CHAIR'S REMARKS

Carleton University at Queen's Park - The Chair noted that there were significant follow-ups from the Ministry of Indigenous Relations and Reconciliation after Carleton's visit to Queen's Park in October. We can expect a positive impact on some of our programs and more opportunities for student internships as a result of this visit.

Convocation – The Chair extended a special thank-you to faculty and staff from the platform party for attending Convocation and showing a strong level of support for graduating students. Dean Matthias Neufang was given special recognition for accurately reading all of the graduate students' names at both ceremonies.

Career Readiness Fund – Phase I - \$740,000 in work opportunities has been awarded for student experiential learning. We have applied for a similar amount for Phase II, which will provide funding for students with disabilities. Additional funding for mental health will be used for counselling for Indigenous students and for FITA programs (From Intention to Action).

Algonquin College Strike – The strike has affected 500+ Carleton students registered in joint programs between Carleton University and Algonquin College. 40% of the coursework in these programs normally is provided at Algonquin College. To ensure that students do not lose their term, faculty and staff on both sides have changed the delivery of the Algonquin College component. Individual timetables have been sent to students,

and they are able to apply for strike relief funds as promised by the government. There is no need for Senate action because we were able to make individual accommodations for the students and did not require scheduling or programmatic changes that would affect the progress of students in the future. The Chair thanked Lorraine Dyke and Chris Joslin for their work on this issue.

6. QUESTION PERIOD (Chair)

There were no questions submitted in advance or from the floor.

7. ADMINISTRATION (Clerk of Senate)

- **Senate and Senate Committee appointments**

Two new Contract Instructor representatives to Senate won their positions through an election held November 12 – 13. The Clerk introduced them and welcomed them to Senate.

In addition, the Clerk reported that one undergraduate student had been nominated to fill a vacancy on the Senate Review Committee.

A Senator asked why Senate needs to approve these appointments if an election has been held. The Clerk clarified that Senate's job is to ratify the appointments and announce them to the Senate body.

It was **MOVED** (D. Russell, D. Long) that Senate ratify the new Senate and Senate Committee appointments, as presented.

The motion **PASSED**.

The Clerk also announced that if there is no formal business for the December meeting of Senate, it may be cancelled. A decision will be made on December 5th and will be communicated to Senators.

8. REPORTS

a) SAPC Senate Academic Program Committee (Tomberlin)

1. MSc in Management – New Program Approval

J. Tomberlin outlined the process for new program approval. A Senator asked why the name of the degree was changed from MMS to MSc, given the lack of science courses in the *M.Sc. in Management* program. L. Dyke replied that the M.Sc. reflects the research focus of the degree, and is more consistent with other programs. M. Neufang concurred that the M.Sc. is a reflection of common practice for naming such degrees at other universities in Canada.

It was **MOVED** (J. Tomberlin, L. Schweitzer) that Senate approve the proposed M.Sc. program in Management to commence with effect from Fall 2018.

The motion **PASSED**.

2. Graduate & Undergraduate Major Modifications – 2018 – 19 Calendar Curriculum Proposals

OMNIBUS MOTION:

It was **MOVED** (J. Tomberlin, S. Klausen) that Senate approve the major modifications for the Master of Arts in European, Russian and Eurasian Studies program, the Master of Arts in Art History program, the PhD in Public Policy program, and the Master of Cognitive Science program as presented with effect from Fall 2018.

The motion **PASSED**.

3. Final Assessment Reports and Executive Summaries (CPR)

OMNIBUS MOTION:

It was **MOVED** (T. Tomberlin, W. Clement) that Senate approve the Final Assessment Reports and Executive Summaries arising from the Cyclical

Program Reviews of the undergraduate and graduate programs in Art History, the undergraduate program in Food Science & Nutrition, and the undergraduate and graduate programs in Music, as presented. The motion **PASSED**.

8. REPORTS (continued)

b) SCCASP Senate Committee on Curriculum, Admission and Studies Policy (H. Nemiroff)

It was **MOVED** (H. Nemiroff, L. Schweitzer) that Senate approve the Calendar Location stating the 3.5 minimum credits in a concentration and specialization in R-UG.4.6 as presented. The motion **PASSED**.

It was **MOVED** (H. Nemiroff, W. Clement) that Senate approve CAEL scoring changes in UG and GR calendars as presented. The motion **PASSED**.

H. Nemiroff also mentioned the inclusion of a statement in the calendar to clarify that recommended courses are recommended for coursework rather than for admission.

c) SAGC Senate Academic Governance Committee (Clerk)

The Senate Academic Governance Committee considered the comments of Senators presented at the last meeting of Senate, and made the following further adjustments to the Terms of Reference for the Senate Emergency Academic Response Committee (SEARC):

- The two student representatives on the Committee will be elected from and by students serving on Senate
- Three faculty member positions have been added to make the committee more representative of Senate.

It was **MOVED** (D. Russell, C. Miller) that Senate approve the proposed revisions to the Terms of Reference for the Senate Emergency Academic Response Committee, as presented.

Discussion:

Several senators asked about the definition of an “emergency” and noted that this was not addressed by the committee in the revisions. SAGC had suggested that the new SEARC could come up with a definition and bring it to Senate for discussion, debate and approval, but other Senators questioned whether a committee can determine its own Terms of Reference and procedures, and whether instead, this should be the purview of Senate.

It was also noted that the proposed composition of the committee excludes representation from the University Registrar. A representative from the Registrar has been listed as a resource, but would not be a voting member. Senators asked what the precedent would be for including staff in a non-voting position on an emergency committee. Others indicated that the definition of an emergency could help to determine who is needed on the committee.

Senators acknowledged that the membership of the Senate Emergency Academic Response Committee should be limited in number, but planning for emergencies could be done by a larger committee, or perhaps a working group.

The Chair noted that Senators are still asking for “emergency” to be defined as a first step, before membership is determined. Other Senators suggested that the Senate Academic Governance Committee could strike a working group themselves to discuss issues of membership and definition.

It was **MOVED** (L. Dyke, D. Long) that the revised Terms of Reference for the Senate Emergency Academic Response Committee be referred back to the Senate Academic Governance Committee for further deliberation. The motion **PASSED**.

J. Paulson asked if Senate could consider a motion to withdraw the authority of SEARC to meet and exercise responsibilities until Senate has agreed on a definition of what constitutes an emergency. J. Tomberlin called a Point of Order, indicating that a 2/3 vote of Senate would be required to add this motion to the agenda.

Senators were asked to vote on whether they would consider the motion introduced by J. Paulson. 22 voted for considering it, and 25 against. The motion was not added to the agenda for consideration.

9. REPORTS FOR INFORMATION

- Academic Colleague (J. Smith)
- DUC Modifications (J. Tomberlin)

There was no discussion.

10. OTHER BUSINESS

D. Long asked for clarification regarding the 2/3 rule for voting and whether it refers to 2/3 of all Senators or only 2/3 of the quorum. The Clerk agreed to bring an answer to the next Senate meeting.

11. ADJOURNMENT

The meeting was **ADJOURNED** at 2:50 pm.