



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 October 19, 2018, at 2:00 pm
Senate Room, Robertson Hall**

MINUTES – Open Session

Present: R. Dansereau (proxy for F. Afagh), S. Ajila, A. Angulo, B.A. Bacon (Chair), T. Bazinet, S. Blanchard, A. Bowker, J. Coghill, , T. Di Leo Browne, A. Dodge, D. Dragunoiu, L. Dyke, J. Erochko, K. Evans, P. Farrell, R. Goubran, E. Grant, P. Gunupudi, H. Gupta, B. Hallgrimsson, A. Harrison, J. Hayes, , B. Hughes, W. Jones, C. Joslin, S. Klausen, J. Kovalio, S. Kroff, B. Kuzmarov (Clerk), C. Macdonald, A. Maheshwari, R. Mackay, H. Nemiroff, M. Neufang, M. Piché, M. Francoli (proxy for A. Plourde), B. Popplewell, M. Qalinle, J. Ramasubramanyam, P. Rankin, M. Rooney, L. Schweitzer, W. Shi, S. Shires, A. Shotwell, D. Siddiqi, E. Sloan, P. Smith, T. Tandon, J. Tomberlin, C. Trudel, K. von Finckenstein, J P. Watzlawik-Li

Regrets: S. Boyle, A. Chandler, J. Cheetham, B. Creary, C. Cruickshank, C. Dion, M. Esponda, N. Grasse, W. Horn, F. Hosseinian, D. Howe, E. Kwan, P. Lagasse, J. Liu, N. Nanos, D. Nussbaum, D. Oladejo, J. Paulson, J. Smith, J. Stoner, C. Viju, J. Wolfart

Recording Secretary: K. McKinley

1. WELCOME

The Chair opened the meeting at 2:04 p.m.

2. APPROVAL OF AGENDA

The Chair noted the late addition of one item on the agenda under Items for Information: the Academic Year Schedule 2019-20 (from SCCASP). It was **MOVED** (E. Grant, A. Shotwell) that Senate approve the agenda for the open session of the Senate meeting on October 19, 2018 with this addition.

The motion **PASSED**.

3. MINUTES – SEPT. 28, 2018

It was **MOVED** (M. Qalinle, W. Jones) that Senate approve the minutes of the Senate meeting on Sept. 28, 2018, (Open Session) as presented.

Discussion:

A correction was requested in Item 5(b); the number of volumes added to the library collection each year should be 4,000 to 5,000 and not 12,000 to 14,000.

The motion **PASSED** with this correction.

4. MATTERS ARISING

a. Library Committee Follow-up

- The Assistant University Secretary reported that the Secretariat Office undertook a search of Senate records but found no record of a policy on library collections management coming to Senate for approval.
- The Clerk of Senate reported that the Chair of the Senate Library Committee will attend the Nov. 30, 2018 meeting of Senate to report on the work of the committee and their understanding of the issues raised at Senate on Sept. 28, 2018.

b. Dominican University College Equity Policy (Provost)

RE: Cyclical review of Dominican University College (DUC) graduate programs in philosophy

- The Provost was asked to bring the Senate's concerns about equity in hiring back to the DUC leadership for further discussion. The Provost reminded Senate that the DUC is a small institution with only 14 full-time faculty members divided between the two faculties of philosophy and theology. Senior management at DUC are aware of the need to hire more women, but have faced challenges in recent attempts to do so. Two positions became available in the Philosophy Faculty last year, but only 10 per cent of the applicants were female. Also, a female applicant who had been ranked first for one of the positions withdrew her name from the competition. It is notable, however, that two previous Deans of Theology at DUC were women and one of

them was the first female Dean of a Catholic University in the entire world. DUC does have an open advertising policy, but they do not have an Equity Action Plan. It may be possible moving forward for Carleton to provide equity training for members of their hiring committees.

c. SRC Chair / Committee membership process (Clerk)

The Clerk of Senate provided an overview of the Senate committee membership process, noting that according to the Academic Governance of the University (AGU), Senate Executive is the body with the responsibility to nominate committee members. The Clerk reminded Senators that a Chair is still needed for the Senate Review Committee and that participation in Senate standing committees is important for the successful governance of the university and for the functioning of Senate.

d. Clerk Selection process (Provost)

- The Provost reviewed the process for selecting a new Clerk of Senate, according to Carleton's Governing Documents and current policies. According to the Academic Governance of the University (AGU), the process of choosing the Clerk is the responsibility of the Senate Executive Committee (AGU Article 7.1b). The Committee nominates one person for the Clerk of Senate position, and that nomination is ratified by Senate in a closed session.
- New procedures were put into place in 2017-18 to make the process more open and transparent. A Call for Nominations was circulated in the spring of 2018. Expressions of interest received by the Senate Office were reviewed by the Senate Executive Committee in May of 2018, and the committee made a recommendation to Senate. The nomination was approved in a closed meeting of Senate on June 1st.

5. CHAIR'S REMARKS

The Chair provided an update on significant events and developments at Carleton University over the past month:

- More than 100 Carleton students, staff and faculty attended and participated in the Ontario Universities Fair in Toronto. Carleton's

booth attracted a great deal of interest from prospective students. Recruitment efforts will continue as Carleton hosts 100 high school guidance counsellors on campus this week, and welcomes prospective students and their families to an open house over the next two weekends.

- Carleton University has maintained its top 5 position in MacLean's ranking of Comprehensive Universities this year. Carleton also placed within the top 10 universities in Canada for international QS rankings for graduate employability. Carleton was within the top 1% of universities worldwide for this ranking, which is a tribute to the type of students we attract and the education that is offered here.
- Manuella Vincter from the Department of Physics has been named Deputy Spokesperson for the ATLAS project at CERN in Switzerland.
- The Azrieli School of Architecture and Urbanism celebrates its 50th anniversary this year (2018).
- The Chair extended thanks to the Department of Psychology for hosting the first Psychology Mental Health Day.
- Teaching & Learning Services and the Office of the Vice-Provost and Associate Vice-President (Academic) are hosting a symposium dedicated to experiential learning on Oct. 23, 2018. Presentations, demonstrations, workshops and displays will showcase the variety of experiential learning opportunities at Carleton.
- The review of Carleton's Sexual Violence Policy is moving into the listening phase (October and November). There will be many opportunities to provide input over the next few months as the process continues.
- The newly launched Carleton University Indigenous Strategic Initiatives Committee (CUISIC) will lead a broad consultative process to revitalize Carleton's Indigenous strategy and Carleton's relationship with Indigenous peoples on and off campus. The Chair thanked Kahente Horn Miller, Benny Michaud and Provost Jerry Tomberlin for co-chairing this effort.
- The Association to Advance Collegiate Schools of Business (AACSB) has recommended that the accreditation for the Sprott School of Business be renewed for another five years. Formal accreditation should be confirmed in 2019. The Chair congratulated Dean Schweitzer and the entire team at Sprott for their success.
- The Chair urged Senators to participate in Carleton's United Way Campaign, which will run from Oct.24 to Nov. 16, 2018.

- The Chair noted the passing of two members of Carleton's community: one of Carleton's Honorary Doctorate recipients and former Liberal cabinet minister, Donald MacDonald, passed away on Oct. 14, 2018 at the age of 86, and William E. Beckel, who served as President of Carleton University from 1979 to 1989, passed away on Oct. 15, 2018 at the age of 92.

6. QUESTION PERIOD

No questions were submitted in advance.

7. SENATE ADMINISTRATION (CLERK)

a) Senate and Senate Committee Membership Ratification

The Clerk presented the list of new committee nominees, and noted that all proper procedures were followed in bringing the names to Senate.

It was **MOVED** (S. Angulo, E. Sloan) that Senate ratify the new Senate Committee appointments, as presented.

The motion **PASSED**.

b) Convocation date for fall 2021

It was **MOVED** (S. Blanchard, J. Tomberlin) that Senate approve the following date for Fall Convocation 2021: Saturday, Nov. 13, 2021.

The motion **PASSED**.

8. REPORTS

a) Senate Academic Program Committee (SAPC) (J. Tomberlin)

Three motions were brought to Senate for approval.

New graduate programs in Migration and Diaspora Studies

It was **MOVED** (J. Tomberlin, L. Dyke) that Senate approve the proposed MA and Graduate Diplomas in Migration and Diaspora Studies programs to commence with effect from Fall 2019.

- The Vice-Provost indicated that the calendar language for the graduate diploma was not included and will come to Senate in November. Senate is voting to approve the program to commence, which can occur without the calendar language in order to meet Ministry deadlines.
- A Senator asked about the workload involved in co-teaching, which is a recommendation in the proposal. Innovative teaching methods should be supported, but the workload for faculty co-teaching a course can be excessive. There is concern about implementing this as a regular model. The Chair asked for this concern to be noted and taken back to the committee for discussion.

The motion **PASSED**.

New graduate programs in Linguistics

It was **MOVED** (J. Tomberlin, P. Rankin) that Senate approve the proposed MA and Graduate Diploma in Linguistics and the PhD in Linguistics, Language Documentation, and Revitalization programs to commence with effect from fall 2019.

Discussion:

- The Dean of FASS noted that there are two new positions in support of this program.

The motion **PASSED**.

Change in governance for Human Computer Interaction program

It was **MOVED** (J. Tomberlin, E. Sloan) that Senate approve the proposed change in governance to Human Computer Interaction, as presented, to take effect upon approval.

Discussion:

- A Senator raised a concern about the ability of administrative staff in different departments to take up a new unit, as the directorship for this program rotates between departments. The

Vice-Provost indicated that administrative rotation is the existing practice.

The motion **PASSED**.

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

H. Nemiroff presented three motions and an update on the Senate Committee on Curriculum, Admission and Studies Policy (SCCASP) review of the student amnesty/accommodation motion, plus one item for information.

Experiential Learning element added to the Calendar

It was **MOVED** (H. Nemiroff, L. Dyke) that Senate approve the Undergraduate Calendar entry for courses with an Experiential learning activity will include the following statement: “includes: Experiential Learning Activity” for the 2019/20 Calendar.

Discussion:

- A Senator asked why the calendar language does not mention the 12 types of experiential learning activities specified in the Carleton guidelines. Response: That level of detail will be used for Ministry reporting, but would be too restrictive for calendar language.
- A Senator asked if this type of addition would be problematic for courses taught by contract instructors on a rotating basis. Specifically, would placing this language in the calendar obligate contract instructors to adopt the approaches of previous instructors for a given course? Response: Curriculum committees, program Chairs & Directors have been asked to tag courses with experiential learning only if there is a continuing commitment to experiential learning in that course, not if experiential learning is instructor-specific.

The motion **PASSED**.

Change to Examination Regulations to accommodate labs/practical exams

It was **MOVED** (H. Nemiroff, P. Smith) that Senate approve the revisions to Regulation 2.4.5 for the 2019/20 Calendar as presented.

The motion **PASSED**.

Clarification of course evaluation criteria as communicated in the Course Outline

It was **MOVED** (H. Nemiroff, S. Klausen) that Senate approve the revisions to Regulation 2.1 and 2.2.4 for the 2019/20 Calendar as presented.

Discussion:

- A Senator asked what advantage would be gained by making the language in 2.1 less specific. Instead of stating that students must meet all course requirements for attendance, term work and examinations, the new language states that students must satisfy course requirements as published in the course outline. Response: The old language implied that the student must meet all listed requirements in order to pass the course. The new language allows the instructor to specify in the course outline what requirements must be met to pass the course.
- Several Senators felt that the terms “final grade” and “overall approximate grade” in 2.2.4 were confusing. The Chair asked that the committee review the vocabulary for clarification and report back to Senate at a later date.

Item for Information: Academic Year for 2019-20 in 10(b) – The Chair of SCCASP briefly mentioned this item, which is included later in the agenda under Items for Information.

Update on Amnesty Policy

SCCASP was asked by Senate in May to develop a formal policy regarding academic accommodation for students in the event of a labour disruption on campus.

The Chair of SCCASP began by reviewing the motion:

Whereas a labour disruption, legal strike, or lock-out at Carleton University may significantly affect students' ability to attend class, access resources, receive academic guidance, and complete academic assignments in a timely manner;

Whereas during a labour disruption, legal strike, or a lock-out it remains the obligation of Senate as the final academic authority on campus to ensure the maintenance of high academic standards and quality for all programs across the university:

Senate asks SCCASP to develop a formal policy governing the process of providing accommodation for students unable to participate in academic activities in the case of a labour disruption, legal strike, or lock-out while maintaining academic standards under these circumstances.

This was brought to SCCASP in August, and has been reviewed several times since then. A formal policy will be presented to Senate in December or January.

The Chair thanked Jerry, Howard, SAPC and SCCASP for this work.

9. TASK FORCE ON FREE SPEECH POLICY (CLERK)

The Chair began by thanking the Clerk and other members of the Task Force for being willing to serve and for their work on this policy. The Chair also reminded Senators that the goal is not to approve the policy today, but to review the draft, take in feedback and support the general direction of the work.

The Clerk began with a review of steps taken since the last Senate meeting on Sept. 28, 2018:

- A Call for Expressions of Interest to serve on the Task Force was circulated to all Senators
- Expressions of Interest were collected until Oct. 2, 2018.
- Members were confirmed on Oct. 4, 2018, by an e-poll to all of Senate.
- The Task Force met for the first time on Oct. 5, 2018, to discuss a general direction for drafting.
- The Task Force met on Oct. 9, 2018, to review a draft policy and discuss in a line-by-line review.
- A draft of the policy was circulated to Senators prior to this meeting (Oct. 19, 2018)

The Clerk named and thanked the members of the Task Force for their commitment to this important issue:

- Dana Dragunoiu (Faculty Member)
- Andrea Chandler (Faculty Member)

- Elinor Sloan (Faculty Member)
- Timothy Di Leo Browne (Contract Instructor)
- Emily Grant (Undergraduate Student)
- Tariqa Tandon (Graduate Student)

Based on initial discussions, the Task Force committed to a policy that represented Carleton's values while meeting the requirements set out by the Provincial Government.

Senate was asked to support the next step in the process, to open the draft to further consultation with Carleton faculty, staff and students.

Proposed timeline moving forward:

- The draft policy will be posted on the Senate website, and comments from the Carleton community will be accepted from Oct. 23 to Nov. 6, 2018.
- The Task force will meet on Nov. 9 and Nov. 16, to review feedback, and to revise the policy.
- The revised policy will be brought to Senate on Nov. 30, 2018, for detailed discussion and, if possible approval. (The final deadline for posting policy is Jan. 1, 2019.)

Discussion:

- Senators commended the Task Force on their work and on the draft policy generated. Discussion included:
 - The strategy to repeat the language of the bullet points from the Ministry press release in the policy as part of a "min specs" approach.
 - External parties using Carleton space for potentially controversial events are still governed by existing event space policies (among others)
 - The need for instructors to control conversations in the classroom is protected via the academic freedom clause in the collective agreement. The Task Force was asked to consider the academic freedom issue for contract instructors, as a similar clause does not exist in their collective agreement.
 - Other policies are not superseded by this policy.
- Senators were encouraged to submit all comments and feedback for the Task Force via the online form.

10. REPORTS FOR INFORMATION (CHAIR)

- a) Senate Executive Minutes: Sept. 18, 2018
- b) Academic Year Schedule 2019-20 (SCCASP)

There was no discussion.

11. OTHER BUSINESS

The Chair reminded faculty members of Fall Convocation on Nov. 10, 2018, and encouraged anyone interested in attending to register online. Also, a joint holiday reception between Senate and the Board of Governors is planned for December 6, 2018. More details will be communicated to Senators soon.

[SUBSEQUENT NOTE: The joint reception has been postponed to Spring 2019.]

Movement into Closed Session:

It was **MOVED** (R. Goubran, A. Shotwell) that Senate move into the closed session of the meeting.

The motion **PASSED**.

Non-senators were asked to withdraw from the chamber for the next part of the meeting.