



*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 17, 2017 at 2:00 p.m.  
Senate Room, Robertson Hall**

**AGENDA**

**Closed Session:**

- 1) Welcome**
- 2) Approval of the Agenda**
- 3) Approval of the Minutes:** October 26, 2016 (Closed Session)
- 4) Graduation:**
  - a) Notification of Receipt of Graduation Lists (Clerk)
  - b) Motion to graduate all recommended students
  - c) Special features of the graduation class (Deans)
  - d) Posthumous certificate
  - e) Procedure on candidates presented late for graduation (Clerk)
  - f) Honourary Degree Nominations
- 5) Other Confidential Business**

**Open Session:**

- 1) Welcome**
- 2) Approval of Agenda**
- 3) Approval of the Minutes:** January 27, 2017
- 4) Chairs' Remarks**
- 5) Discussion Period:** Update on the Strategic Mandate Agreement
- 6) Senate Administration:**
  - a) Committee Memberships
- 7) Motions to be Presented:**
  - a) Motion to Request Academic Amnesty
  - b) Motion Regarding Course Outline Availability (to be circulated)
- 8) Committee Reports:**
  - a) SAPC
  - b) SCCASP
- 9) Reports for Information and Comment:**
  - a) Senate Executive: January 17, 2017 (Clerk)
  - b) Board of Governors Minutes: December 1, 2016
- 10) Other Business**



*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 January 27, 2017 at 2:00 pm  
Senate Room, Robertson Hall  
MINUTES**

**Present:** F. Afagh, S. Ajila, , A. Arya, A. Bellerive, S. Blanchard, A. Bowker, M. Butler, , C. Carruthers, A. Chandler, W. Clement, J. Coghill, J. Dalphy, J. Debanné, D. Deugo, A. Dodge, C. Duff, M. Esponda, K. Evans, C. Fong, A. Forth, P. Gentile, R. Gorelick, R. Goubran, N. Grasse, R. Hoey, D. Howe, B. Hughes, O. Javanpour, W. Jones, K. Karim, E. Kwan, E. Lai, A. Loiselle, D. Long, A. Maheshwari, M. Martinov, J. Miller, H. Nemiroff, M. Neufang, B. Örmeci, D. Owusu-Akyeeah, C. Parrott, J. Paulson, M. Pelletier, M. Piché, A. Plourde, P. Ricketts, R. Runte, D. Russell, J. Shepherd, E. Sloan, C. Smelser, M. Sucharov, S. Sur, N. Tait, S. Taylor, P. Thompson, P. Watzlawik-Li, F. Webster, J. Wolfart, P. Wolff, C. Wong.

**Regrets:** F. Alhattab, K. Bashir, D. Buss, L. Callaghan, C. Chi, A. Christianson, C. Cruickshank, A. Diptee, M. El-Tanany, W. Felepchuk, C. Feres, S. Field, T. Garvey, J. Hayes, W. Horn, F. Hosseinian, C. Miller, K. O'Meara, J. Smith, J. Stoner, J. Tomberlin, L. Watson.

**Open Session:**

**1. Welcome**

The President welcomed Senators and called the meeting to order.

**2. Approval of the Agenda**

It was **MOVED** (E. Sloan, M. Neufang) that Senate approve the agenda of the meeting of January 27, 2017.

The motion **PASSED UNANIMOUSLY**.

**3. Approval of Minutes: November 25, 2016 (Open Session)**

It was **MOVED** (H. Nemiroff, W. Clement) that Senate approve the minutes of the meeting of November 25, 2016.

The motion **PASSED**.

**4. Chairs' Remarks**

a) Strategic Mandate Agreement

Carleton University has not received the instructions for the Strategic Mandate Agreement (S.M.A) from the Province of Ontario. It is premature at this point to start planning a SMA response as we are not sure of the exact points that will need to be considered. The Financial Framework for Tuition has been received

from the Province and requires the university to have a two year plan. Each university will negotiate a corridor midpoint for funding and it is unclear at this point how this is determined.

b) Neuroscience Relocation Update

Dr. Ricketts was called to report on the Neuroscience Department's temporary relocation to the University of Ottawa. Since the last Senate meeting, Senior Administration and the Dean of Science have been working in collaboration with Neuroscience researchers and professional services staff to accommodate the relocation of the department to the University of Ottawa's Animal Care Facility. A project manager, ZW Project Management Inc., have been hired to manage the move and they have been in contact with researchers to identify specific requirements. ZW Project Management Inc. will also be managing the final move to the Health Sciences Building in 2017.

The contract with the University of Ottawa for the animal care facility is now concluded and Carleton University has access to the facility. Carleton researchers also have access to wet lab and workspace at the University of Ottawa so that work that is required near the Animal Care Facility can be conducted. Some researchers with specific needs have identified other sites willing to host these activities. Plans for moving freezers are being finalized.

Carleton Environmental Health and Safety are in touch with counterparts at the University of Ottawa to understand/facilitate any training issues unique to the site.

The impact on students who are undertaking research with animals and wet labs are expected to be short-term. The university is doing all that is possible to accommodate the needs of students and will continue to work with individual student's needs. If individual students experience delay in graduation as a result of the move the university will consider additional support for those students.

Construction will begin on the ARISE Building on March 1, 2017.

**5. Senate Administration:**

a) Committee Membership

It was proposed to add the following individuals to the membership of the Senate Library Committee: Heather MacDonald (2016), Martha Attridge Buffon (2016), Toby Zeng (2016) and Claire Samson (2016).

It was proposed to add Frances Woolley (2016) as a member of the Ombuds Coordinating Committee.

It was **MOVED** (D. Russell, R. Hoey) that Senate approve the committees' membership as presented.

The motion **PASSED UNANIMOUSLY**.

It was asked how Senate committee membership is determined. The Senate Office and Clerk of Senate consult with the Dean's offices to find recommendations for Senate committee membership.

## 6. Discussion Period

### a) IT Security (D. Levesque)

Chief Information Officer, Denis Levesque joined Senate to give a presentation on Cyber Security at Carleton University highlighting the sense of urgency, the risks for higher education institutions, and the impacts of an attack. Mr. Levesque also gave an overview of the November 28, 2016 Random Wear Attack at Carleton and the specific actions taken by the Information Technology Services team in response. There was discussion about the merits of forced password changes and possible ideas to make out system stronger.

## 7. Committee Reports:

### a) SAPC (P. Ricketts)

Dr. Ricketts reported that two programs that were approved at the November, 2016 Senate meeting have now been approved by the Province and Quality Council.

The Cyclical Review Reports provided were deemed to be of good quality. All calendar changes were reviewed by the appropriate administrative and Senate committees before coming to Senate.

Dr. Ricketts introduced the following motions:

It was **MOVED** (P. Ricketts, W. Clement) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate and graduate programs in Film Studies as presented.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (P. Ricketts, W. Clement) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate and graduate programs in History.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (P. Ricketts, J. Paulson) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the graduate programs in Political Economy.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (P. Ricketts, J. Shepherd) that Senate approve the major modifications as presented in Appendix A with effect from fall 2017.

The motion **PASSED**.

It was noted that the major modifications to the MIPIS & Master of Engineering in Infrastructure Protection and International Security program (#15 in Appendix A) included the introduction of an accelerated pathway to encourage enrolment in the program.

b) SCCASP (H. Nemiroff)

It was **MOVED** (H. Nemiroff, R. Hoey) that Senate approve revisions to the Guidelines for Determining the Academic Year, as presented.

The motion **PASSED**.

The Academic Schedule for 2017-18 was presented to Senate for information.

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve revisions to the Journalism graduation requirements, as presented, effective the 17-18 calendar.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (H. Nemiroff, K. Evans) that Senate approve revisions to the Bachelor of Industrial Design Academic Performance Evaluation regulations, as presented, effective the 17-18 calendar.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (H. Nemiroff, M. Butler) that Senate approve revisions to the Cooperative Calendar, as presented, effective the 17-18 calendar.

**8. Reports for Information:**

a) Senate Executive

The minutes of November 15, 2016 and December 6, 2016 were circulated. There were no questions.

b) Report from the Board

The minutes of September 27, 2016 were circulated. There were no questions.

c) Academic Colleague (J. Smith)

The Report of the Academic Colleague was circulated. There were no questions.

**9. Other Business**

The Clerk informed Senate that there was an appointment made that was contrary to the Advertising Policy under the CUASA collective agreement.

Any questions regarding Collective bargaining should be directed to Rob Thomas, Associate Vice-President Human Resources.

## **Appendix A: Major Modification with Effect from Fall 2017**

1. That Senate approve the introduction of the BA Honours in Sociology: Stream in Social Justice program as presented with effect from fall 2017.
2. That Senate approve the major modifications to the Bachelor of Global and International Studies (Course Abroad and practicum Course) as presented with effect from fall 2017.
3. That Senate approve the major modifications to the bachelor of Global and International Studies, Stream and Specialization in Global Law and Social Justice program as presented with effect from fall 2017.
4. That Senate approve the major modifications to the Bachelor of Global and International Studies, Stream and Specialization in Globalization, Culture and power program as presented with effect from fall 2017.
5. That Senate approve the major modification to the Bachelor of Global and International Studies, Stream and Specialization in Global Development program as presented with effect from fall 2017.
6. That Senate approve the introduction of the BA Combined Honours in History and Theory of Architecture program as presented with effect from fall 2017.
7. That Senate approve the introduction of the Minor in Human Rights and Social Justice program as presented with effect from fall 2017.
8. The Senate approve the major modification to the Bachelor of Social Work program as presented with effect from fall 2017.
9. That Senate approve the major modification to the Bachelor of Science: Additional Regulations as presented with effect from fall 2017.
10. That Senate approve the major modification to the Bachelor of Health Sciences courses as presented with effect from fall 2017.
11. That Senate approve the major modifications to the Graduate Diploma in European Integration Studies as presented with effect from fall 2017.
12. That Senate approve the major modifications to the master of Business Administration program as presented with effect from fall 2017.
13. That Senate approve the major modifications to the Bachelor of Science: Food science and Nutrition program as presented with effect from fall 2017.
14. That Senate approve the major modifications to the Graduate Diploma in Infrastructure Protection and International Security program as presented with effect from fall 2017.



15. That Senate approve the major modifications to the MIPIS and master of Engineering in Infrastructure Protection and International Security program as presented with effect from fall 2017.
16. That Senate approve the major modifications to the Master of Arts: Sociology course as presented with effect from fall 2017.
17. That Senate approve the introduction of the Master of Cognitive Science with a Specialization in data Science program as presented with effect from fall 2017.
18. That Senate approve the introduction to the Minor in South Asian Studies program as presented with effect from fall 2017.
19. That Senate approve the major modifications to the Bachelor of Computer Science programs as presented with effect from fall 2017.

## **Senate Motion to Request Academic Amnesty for Carleton University Students in the Event of a Strike or Lock-Out**

Whereas the bargaining units responsible for teaching classes at Carleton University may be in a legal position to go on strike or be locked out during the present calendar year;

Whereas many graduate and undergraduate students at Carleton University may contentiously choose to not cross a legal picket line and/or have difficulty accessing the campus;

Whereas a strike or lock-out at Carleton University will increase the stress experienced by students and may significantly affect students' ability to attend class, access academic resources, receive academic guidance, and complete academic assignments in a timely manner;

Whereas students at Carleton University should not face undue hardship as a result of any legal strike or lock-out;

Whereas Carleton University Senate is the University's ultimate academic authority;


Be it resolved that the Carleton University Senate grant academic amnesty for the duration of any strike or lock-out to all students.

Be it further resolved that academic amnesty minimally include the following provisions:

1. No student will be penalized for not attending class, submitting academic assignments or not completing tests or exams during the course of a strike or lock-out.
2. Students will be granted reasonable extensions on academic assignments and tests originally scheduled for the time period immediately following the conclusion of a strike or lock-out.
3. The Senate will arrange agreements with external accreditors to ensure that no student will be penalized for not fulfilling accreditation requirements during the course of a strike or lock-out.
4. Students subject to external accreditation requirements will be granted reasonable extensions on fulfilling those requirements for the time period immediately following the conclusion of a strike or lock-out.

Be it further resolved that the Carleton University Senate ensure the provision of academic amnesty is clearly communicated to all faculty, staff and students.

DATE: February 9, 2017

TO: Senate 

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair, Senate Academic Program Committee on behalf of Dr. Peter Ricketts, Provost and Vice-President (Academic), Chair, Senate Academic Program Committee

RE: 2017-18 Calendar Curriculum Proposals  
**Graduate Major Modification**

---

### **Background**

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

### **Library Reports**

In electronic communications dated August 27, 2015 members of the Library staff, upon review of the proposal, confirmed no additional resources were required for this 2017-18 major modification.

### **Documentation**

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

### **Major Modification**

#### **1. Collaborative Specialization in Biochemistry**

CUCQA approval: January 25, 2017

SCCASP approval: February 7, 2017

#### **SAPC Motion February 2, 2017**

**THAT** SAPC recommend to Senate the approval of the introduction of the Collaborative Specialization in Biochemistry as presented with effect from Fall 2017. Contingent upon SCCASP approval of the relevant calendar language.

Note: contingency met: February 7, 2017

#### **Senate Motion February 17, 2017**

**THAT** Senate approve the introduction of the Collaborative Specialization in Biochemistry as presented with effect from Fall 2017.



## MEMORANDUM

From the Senate Committee on  
Curriculum, Admission and Studies Policy

**To:** Senate  
**From:** Howard Nemiroff, Chair of SCCASP  
**Date:** February 17, 2017  
**Subject:** 17-18 Academic Regulations Changes

---

### For Senate approval:

1. Journalism program regulations

**Motion:** That Senate approve revisions to the Journalism program regulations, as presented, effective the 17-18 calendar.

(docs: TBD-1522: General Prerequisite for Journalism (BJ, BJHum);  
TBD-1518: R-UG-BJHumGraduation Requirements)

2. Additional Information Concerning Academic Performance Evaluation for Some Degrees

**Motion:** That Senate approve revisions to the University Regulations, section 7.5, as presented, effective the 17-18 calendar.

(docs: R-UG-7.5 – Academic Regulations for the Bachelor of Journalism;)  
TBD-1390 - R-UG-7.5 Bachelor of Journalism and Humanities)

3. Co-operative Regulations

**Motion:** That Senate approve revisions to the Co-operative Education Regulations for B.A. Geography and Environmental Studies and B.Sc. Geomatics and Physical Geography, as presented, effective the 17-18 calendar.

(doc: Co-operative Education Regulations 2017-18)

### For Information to Senate:

SCCASP has approved for inclusion in the 2017-18 calendar the minor modifications listed in the attached documents:

1. UG\_G\_1718\_CourseProgramSCCASPFeb7.pdf (Programs Minor Modifications, Courses Minor Modifications);
2. MA-28DH:M.A. Film Studies with Specialization in Digital Humanities

**Senate Executive  
January 17, 2017  
11:00 a.m. in 503S Tory Building**

**MINUTES**

**Present:** J. Debanné, D. Deugo, A. Goth, B. Hughes, L. Morton, J. Shepherd, P. Ricketts, R. Runte (Chair), D. Russell

**Regrets:** W. Felepchuk

**The Chair called the meeting to order at approximately 11:00 a.m.**

**1. Approval of the Agenda**

It was **MOVED** (P. Ricketts, B. Hughes) that the agenda be approved.  
The motion **PASSED**.

**2. Approval of the Minutes**

It was **MOVED** (B. Hughes, P. Ricketts) that the minutes of the meeting of December 6, 2017 be approved as presented.  
The motion **PASSED**.

**3. Approval of Senate Agenda: January 27, 2017**

Additional items to be added to the Senate Agenda include:

- Add presentation by Denis Leveque on IT Security under the discussion period.
- Add Neuroscience Relocation Update under Chairs' Remarks and a verbal presentation will be given.

Amanda Goth will be assembling the Senate binder to distribute on Friday, January 20, 2017.

**4. Other Business**

The Relocation of Neuroscience from LSRB Confidential Report to Senate Executive was circulated to the Committee. The report highlighted the overall project management, timeline, animal care/research, wet labs, relocation issues and additional matters. ZW Project Management Inc. is managing the move and working directly with faculty and professional services staff with close oversight by the Dean of Science. The Dean of Science and Provost met with Neuroscience students in December to identify concerns and Graduate Studies will be addressing issues on a case-by-case basis.

The meeting adjourned the meeting at approximately 11:50 a.m.

**Minutes of the 599<sup>th</sup> Meeting of the  
Board of Governors**

**Thursday, December 1, 2016 at 4:00 p.m.  
Room 2440R River Building, Carleton University**

<b>PRESENT:</b>	Dr. F. Afagh	Mr. K. Evans (phone)	Mr. G. Owens
	Mr. F. Alhattab	Mr. D. Fortin (phone)	Dr. R. O'Reilly Runte
	Ms. D. Armstrong (phone)	Ms. C. Gold (phone)	Dr. E. Sloan
	Mr. M. Bueckert	Mr. O. Javanpour	Ms. C. Switzer
	Dr. C. Carruthers (Chair)	Mr. I. Lee	Mr. A. Tattersfield
	Ms. G. Courtland	Dr. P. Merchant	Mr. A. Ullett
	Ms. L. A. Daly	Mr. J. Nordenstrom	Ms. L. Watson
	Mr. J. Durrell (phone)	Dr. B. Örmeci	Mr. B. Wener (phone)
		Ms. J. Ostrajanskiy	Mr. M. Wernick (Vice Chair)
<b>REGRETS:</b>	Ms. D. Alves	Mr. D. Craig	Ms. R. Thompson
			Mr. N. Nanos
<b>STAFF:</b>	Ms. S. Blanchard	Dr. R. Goubran	Ms. B. Springer
	Dr. M. Butler	Mr. S. Levitt	Ms. J. Sugar
	Ms. J. Conley	Dr. M. Neufang	Mr. T. Sullivan
	Mr. N. Connolly	Mr. M. Piché	Mr. T. Stewart
	Mr. D. Cumming	Dr. P. Ricketts	Mr. J. Tomberlin
	Ms. A. Goth		Mr. B. Winer

**OPEN SESSION**

**1. CALL TO ORDER AND CHAIR'S REMARKS**

The Chair called the meeting to order at 4:00 p.m. and welcomed all attendees, guests and observers. The Open Session was live-streamed to Southern Hall 617 and was audio recorded for the purpose of accuracy of the minutes.

**2. DECLARATION OF CONFLICT OF INTEREST**

The Chair asked for any declarations of conflict of interest from the members. There was one conflict of interest on Agenda Item 5.3.3 declared by Mr. Owens.

### **3. APPROVAL OF AGENDA**

It was requested by Mr. Bueckert to add an emergency motion related to supporting the Neuroscience Department the Chair suggested it be discussed under Agenda Item 5.3.3.

Mr. Tattersfield moved, and it was seconded by Mr. Javanpour, that the agenda be approved as presented. The motion carried.

The Chair asked for a moment of silence for Mr. Wes Nicol who was a significant supporter of Carleton University.

### **4. APPROVAL OF THE CONSENT AGENDA**

The Chair noted that the Nominating Committee's Terms of Reference will be reviewed by the Governance Committee to formalize student membership.

Ms. Daly moved, and it was seconded by Ms. Watson, that the Open Consent agenda with the exception of the item 4.1.2 Finance Committee Terms of Reference be approved. The motion carried.

Mr. Bueckert moved that the Finance Committee Terms of Reference be amended with the composition of the committee to include one undergraduate and graduate student and, consultations with students and other stakeholders during the budget process. There was no seconder to the motion.

It was indicated that changes to Terms of Reference should go to the Governance Committee.

The budget process is an open process that is developed over a period of months across campus. Faculty and staff discuss their needs and priorities with their Department Chairs which are then discussed with the Deans and Directors and at Faculty Board. The budget priorities then go to the Vice-Presidents. There are then budget hearings and the budget is built on these discussions. The budget is then submitted to the Board of Governors Finance Committee which recommends to the Executive Committee and then the Board. Students can submit items to their Chairs and Directors for consideration. Students can also make appeals during the open hearing which will be organized in the New Year.

The Finance Committee were tasked with looking at the consultation process for the budget. The principle of consulting with stakeholders is one that is supported and will be looked at and brought back to the Board.

Mr. Tattersfield moved, and it was seconded by Mr. Nordenstrom, that the Finance Committee Terms of Reference be approved, as presented. The motion carried.

## 5. ITEM(S) FOR APPROVAL

### 5.1 Sexual Violence Policy

The Sexual Violence Policy, a feedback report entitled: *Community Update: Sexual Violence Policy*, and feedback received since the Community Update report were circulated prior to the meeting. Ms. Blanchard and Ms. Sugar were invited to give a verbal presentation summarizing the process for creating the policy.

The Feedback Report included responses to all the feedback submitted and heard in October 2016. There were 140 individual submissions of feedback as well as feedback from CUPE 2424, CUASA, GSA and student groups.

Training, education and resources will be examined as of January 2017. The University is committed to offering students the resources needed and recently a counsellor with experience in trauma and sexual violence counselling has been added to the Health and Counselling Services team.

Ms. Sugar, Ms. Blanchard and Mr. Levitt were congratulated on their work on the policy and the wide-ranging amount of consultation done during its creation.

Mr. Evans and Dr. Sloan followed the policy development on behalf of the Board of Governors since September 2016. They were both aware of the feedback being received from the community and noted that concerns were often conflicting. The policy represents the best possible document to address concerns of the community and to stay within the legislation of the province.

It was asked if a representative from Equity Services was at the Board meeting and if they support the policy being presented. Ms. Sugar responded that the policy is jointly owned between the Office of the Vice-President (Students and Enrolment) and Equity Services and that they support the policy being presented although they were not present at the meeting.

It was asked if there were an assurance that the policy will be revisited before the three year mandatory review period. Ms. Blanchard responded that there is a need to have the policy in place for a certain period of time before it can be reviewed. If there is something that is totally not working in the process then a review would address that particular part of the policy. An annual report to the Board is built-in the policy.

A Governor asked if the OVPSE has responded to the “Response to the Community Update on the Sexual Violence Policy” document from CUASA, SUPE 2424, CUPE 4600, and the GSA dated November 23, 2016. Ms. Sugar responded that they have not had the chance to meet with the groups since November 23, 2016 but will be meeting with representatives from the unions and student groups following this meeting.



A Governor asked about the process for the submission of the policy to the Ministry and if they have the authority to scrutinize/approve the policy? Amendments to the MTCU Act and the corresponding regulations require the university to have the procedures and protocols in the policy. Formally the Government will not be reviewing the policies of the universities but we are legally required to have the policy in place meeting the requirement of the statute and the regulations by January 1, 2017. There are information requirements for reporting to MTCU and there are groups through COU which are working on how the reporting will be done in January. There is a requirement to report to the Board which is part of the policy.

A Governor asked if the policy could be challenged in a court of law. It could be if the complaint or the respondent asked for a judicial review application if they were not happy with the result after going through the Review and Appeal Committees.

Mr. Tattersfield moved, and it was seconded by Ms. Daly, that it be resolved that the Sexual Violence Policy as presented to this meeting and without any amendment is hereby approved and adopted by the Board of Governors. It was carried with three apposed (Mr. Owens, Mr. Bueckert and Mr. Alhattab).

## 5.2 Board Community at Large Member for Search Committee for the Vice-President (Research and International)

Nimal Rajapakse resigned as of November 1, 2016 and Rafik Goubran is Interim Vice-President (Research and International). The Vice-President (Research and International) Search Committee is being formed and two Community-at-Large members from the Board are needed to serve on the committee. The search will be a full external search but internal candidates will be considered.

Dr. Runte moved, and it was seconded by Mr. Lee, to approve Dr. Merchant and Mr. Nordenstrom as the Community-at-Large members for the Search Committee for the Vice-President (Research and International) Search Committee, as presented. The motion carried.

## 5.3 Approval of Building Designs

### 5.3.1 Schematic Design for the new School of Business Building

A presentation was given to the Building Program Committee on the conceptual design on November 9<sup>th</sup>, 2016 for the new the Nichol Building which will house the School of Business. It was approved for recommendation to the Board.

There was a discussion regarding enrolment and faculty hiring in the Sprott School of Business and the rationale for adding the Nichol Building to campus. Enrolment has been on an upward trend since 2005. The building would also add much needed additional teaching space for the entire campus. No underground parking will be included with the building and the parking area currently in front of the University Centre will be removed to create a quad. The parking garage was constructed with this in mind.

Ms. Watson moved, and it was seconded by Dr. Sloan to approve the Schematic Design for the new School of Business Building, as presented. The motion carried.

#### 5.3.2 Design Concept for the Student Commons Building Addition

The conceptional design of the Student Commons Building Addition was approved for recommendation to the Board at the November 7<sup>th</sup>, 2016 Building Program Committee meeting. The project will add approximately 75,000 sq ft. and will cost approximately \$38 million. Mr. Alhattab thanked administration for their support on this project. The addition is an exciting opportunity for future students and will add more study space, lounge space, and food options for students. CUSA will be holding a plebiscite to ask students to decide on a motion to fund the project, which will involve a \$40 increase in fees per semester once the building is completed. If the referendum results are in favour of funding the addition for both CUSA and GSA, a design team will be hired and the actual design plan will return to the Building Program Committee.

The Chair of the Finance Committee requested that in the next set of approval and control documents, the Cost Estimate be checked for consistency.

Mr. Alhattab moved and it was seconded by Mr. Lee to approve the design concept for the Student Commons Building Addition subject to funding, as presented. The motion carried.

#### 5.3.3 Final Design of the Carleton University Institute for Advanced Research and Innovation in Smart Environments (ARISE) Building

The project is to repurpose the existing Life Sciences Building to create the Carleton University Institute for Advanced Research and Innovation in Smart Environments (ARISE). The project has received Strategic Investment Funding (SIF) from the federal government and must meet the requirements of the funding agreement. One of the requirements is substantial completion by April 30, 2018.

The original design brought to the Building Program Committee was sent back for reconsideration and on November 25<sup>th</sup>, 2016 the Building Program Committee approved for recommendation to the Board the final design of the ARISE Building. The Board was assured that the normal process was followed for the approval of the final design even under the reduced timeframe. Pre-qualification for general contractors went out on November 13<sup>th</sup>, the tender for a general contractor will not go out until January 2017 and the performance standards for the construction will be followed; promptly and effectively according the building code.

Ms. Watson moved and it was seconded by Mr. Javanpour to approve the Final Design of the Carleton University Institute for Advanced Research and Innovation in Smart Environments (ARISE) Building and the related funding, as recommended by the Building Program and Finance Committees. The motion carried.

Mr. Bueckert moved and it was seconded by Dr. Ormeci that the Board of Governors of Carleton University direct senior administration, including the President, Vice-President (Academic) and Provost, Vice-President (Finance & Administration) to meet with faculty, staff and students of the Department of Neuroscience to re-open the agreement with the University of Ottawa to develop a comprehensive plan for moving labs currently located in the Life Sciences Research Building in the best interest of these campus stakeholders and that the labs in the Life Science Research Building not be moved until a plan for the move is developed and agreed upon to the satisfaction of all parties. The motion was defeated.

There was a discussion regarding the Neuroscience Department's move to the University of Ottawa Smyth location. The Board was reassured that the entire administration including the Dean of Science is doing everything possible to make the move with as little disruption as possible to teaching and research.

#### 5.4 Approval of Funding for Design and Documentation of the new School of Business Building

The Finance Committee met on November 15<sup>th</sup>, 2016 and had a presentation from the Dean of the Sprott School of Business on the business case and the enrolment statistics for the school. The Finance Committee approved the recommendation to the Board for funding the design and documentation up to two million dollars.

Mr. Wener moved and it was seconded by Dr. Merchant to approve on recommendation of the Finance Committee, the Funding for Design and Documentation of the new School of Business Building up to two million dollars, as presented. The motion carried.

#### 5.5 Approval of Consent to Act As A Governor

The Consent to Act As A Governor document was circulated to the Board prior to the meeting for consideration as recommended by the Governance Committee. The document differs from the Code of Conduct because the Code of Conduct outlines the duties and conflict of interests of a Governor and the Consent to Act As A Governor is a procedural document that records the Governors consent as a qualified Governor and Member, consent to participate via telephone or electronically and abide by the Bylaws of the Board. The consent document would be required to be signed at the beginning of a Governor's term while the Code of Conduct would be signed annually. The requirement for a photograph was discussed and it was stipulated that the photograph will be optional.

Mr. Evans moved and it was seconded by Mr. Javanpour to approve the Consent to Act As A Governor Document with #6 as optional, as presented. The motion carried.

### **6. ITEM(S) FOR DISCUSSION**

#### **6.1 Enrolment Report**

S. Blanchard and M. Neufang gave a presentation on the enrollment numbers as of November 1, 2016.

Highlights from the presentation include a 1.5 % increase in undergraduate enrolment overall and a 2% increase of new first-year students. The full-time undergraduate students enrolled in degree programs increased by 1.9% and the two-year retention rate remains stable.

Highlights from the graduate statistics included an increase in Masters, PhD and international graduate programs. The number of students in the Masters program increased in three out of five Faculties and the other two Faculties remain stable. At the PhD level, the number of students increased in four out of five Faculties.

There was a thoughtful discussion about student transportation to campus and international student recruitment. Ms. Blanchard and Dr. Neufang were both congratulated on their recruitment success.

### **7. ITEM(S) FOR INFORMATION**

#### **7.1 Report from the President**

a) Strategic Integrated Plan Update

The Eastern Ontario Economic Development Task Force is under the Community Outreach and Entrepreneurial Outreach parts of the Strategic Plan. The Task Force is developing a Workforce Development Strategy and is engaged with municipal and community services. There are nine educational institutions working together including: Algonquin College, College La Cité, Fleming College, Loyalist College, University of Ottawa, Queen's University, St. Lawrence College, Trent University and Carleton University. These institutions offer hundreds on online courses relevant to individuals developing careers in the municipal or community sector and they have been put together in one accessible location. Discussions are continuing on how to package the courses to meet specific needs of the municipalities and communities. Additional tasks include: i) modeling and simulation of all the former manufacturing and large facilities not being used in Eastern Ontario to repurpose to economic, community and cultural development; ii) improvement of transportation for small regions; iii) micro-co-op emporium between the municipalities/communities and colleges and universities. Companies will submit a problem to solve and a group of interdisciplinary students will solve a particular issue and then move to another company.

b) Provincial Planning Update

The new funding formula from the province of Ontario will likely include: corridors for enrolment, a new tuition framework, provincial requirements, and an updated Strategic Mandate Agreement.

The enrolment corridor needs to be met. International students and certificate programs would not be counted in the targets.

The tuition fee framework is likely to be announced in the coming weeks.

The Strategic Mandate Agreements (SMA) with the province are also up for negotiation. The specific requirements and instructions for the SMA should be coming in December.

7.2 Committee Chair Updates

Building Program Committee had nothing additional to report.

Community Relations and Advancement Committee met on November 22, 2016 where there was discussion around the Board Award Jury and criteria, and an update from Advancement and Communications. There was also an update on the Sexual Violence Policy and a presentation from Mr. Nicholas Connolly on the new Mental Health framework. There was a report from Alumni and Donor Relations on the Alumni Mentors Program which is mentioned as a good opportunity for Board members. Giving Tuesday was a great success raising \$172,000 which was well above the \$150,000 goal.

Finance Committee met on November 15, 2016 where there was a report on the enrolment numbers, building updates including the energy-retro fit, modernization and the capital projects.

Governance Committee had nothing to report since last meeting and will have its next meeting in January 2017.

**8. OPEN-QUESTION PERIOD**

There were no questions.

**9. END OF OPEN SESSION AND BRIEF NETWORKING BREAK**

It was moved by Mr. Tattersfield and seconded by Mr. Ullett that the Board of Governors adjourn the Open Session at 6:53 p.m. The motion carried.