



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 18, 2019 at 2:00 p.m.
Senate Room, Robertson Hall
AGENDA**

Closed Session:

- 1. Welcome**
- 2. Approval of Agenda (closed)**
- 3. Minutes:**
 - a) May 31, 2019 (closed session)
 - b) September 20, 2019 (closed session)
- 4. 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
- 5. Procedure on Candidates Presented Late for Graduation (Clerk)**
- 6. Report of the Senate Committee on Medals and Prizes (Clerk)**
- 7. Report on the Empowering Motion (Clerk)**
- 8. Other Confidential Business**

Open Session:

1. Welcome
2. Approval of Agenda (open)
3. Minutes:
 - a) September 20, 2019 (Open Session)
4. Matters Arising
5. Chair's Remarks
6. Question Period
7. Senate Administration: (Clerk)
 - a. Senate & Senate Committee membership ratifications
 - b. Convocation Dates for 2022 – 2027
8. Reports:
 - a. SAGC (Clerk)
 - b. SQAPC (D. Deugo)
9. Strategic Integrated Plan Consultation
10. SMA Update
11. Reports for Information:
 - a. Senate Executive Committee Minutes (September 9, 2019)
12. Other Business
13. Adjournment



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**Carleton University Senate
Meeting of September 20, 2019 at 2:00 pm
Senate Room, Robertson Hall**

MINUTES – OPEN SESSION

Present: S. Ajila, B.A. Bacon (Chair), M. Barbeau, S. Blanchard, T. Boswell, A. Bowker, D. Brown, J. Bruno, N. Cappuccino, A. Chandler, M. Close, A. Courchene, T. Daniels, J. Deaville, D. Deugo, T. Di Leo Browne, C. Dion, D. Dragunoiu, K. Evans, P. Farrell, D. Gillberg, R. Goubran, P. Gunupudi, H. Gupta, F. Hosseinian, W. Jones, C. Joslin, L. Kostiuik, J. Kovalio, B. Kuzmarov (Clerk), E. Kwan, C. Macdonald, R. McKay, H. Nemiroff, M. Piché, A. Plourde, B. Popplewell, P. Rankin, M. Rooney, W. Shi, S. Shires, A. Shotwell, D. Siddiqi, E. Sloan, P. Smith, S. Srinivasan, J. Tomberlin, C. Trudel, J. Voordouw, C. Warner, P. Wilson, J. Wolfart, Winnie Ye

Regrets: L. Akagbosu, S. Boyle, P. Dion, B. Hallgrimsson, O. Hobbs, B. Hughes, Z. Kryworuhka, P. Lagasse, S. Moran, J. Paulson, S. Sivathayalan, A. Tremblay, C. Viju,

Absent: A. Ahmad, J. Cheetham, C. Cruickshank, J. Liu, D. Nussbaum, S. Parathundiyil, J. Stoner, K. von Finckenstein

Open Session:

1. Welcome and Introduction of New Members

The Chair welcomed Senators to a new academic year, and introduced 22 new members, including 3 ex-officio members, 2 Board of Governors representatives, 2 special appointments, 10 faculty members, and 4 students. The Chair thanked new and returning Senators for their support and for their contribution to academic governance at Carleton.

2. Approval of Agenda

The Chair noted an addition to the agenda of Item 6(d) – Ratification of the membership of the Advisory Committee to the Reappointment of the Vice-President of Students & Enrolment.

With this addition, it was **MOVED** (M. Close, D. Siddiqi) that Senate approve the agenda of the open session of the meeting of Senate on September 20, 2019, as presented.

The motion **PASSED**.

3. Approval of Minutes: June 21, 2019 (open session)

It was **MOVED** (J. Tomberlin, E. Sloan) that Senate approve the minutes of the open session of the Senate meeting of June 21, 2019, as presented.

The motion **PASSED**.

4. Chair's Remarks

The Chair began his remarks by recapping some of the highlights of the summer:

- The Chair noted a variety of youth activities on campus over the summer months, including camps of various types, recruitment activities, Virtual Ventures, and SHAD Canada for young entrepreneurs. As a highlight, Carleton welcomed 20 youth from 20 different Anishinaabe Aski communities to campus for almost one complete week, to develop leadership skills.
- The Chair, along with the Assistant Director of the Department of Equity & Inclusive Communities Benny Michaud, met with senior executives and Reconciliation leads from 31 other universities at Yukon College in August to discuss and advance Reconciliation at post-secondary institutions. The gathering was organized by Universities Canada and the McConnell Foundation, with the aid of the host First Nations in the area.
- The Chair noted a successful move-in and orientation for new students at Carleton, and thanked all faculty and staff involved in facilitating those events. Student enrolment numbers are on target at 31,500, which represents 1.1% growth since last year.

The Chair thanked faculty and staff for the warm welcome extended to him in his first year as President of Carleton University. He referred Senators to the 2018/19 Presidential Report online for his reflections on the past academic year.

Looking forward, the Chair identified *strategy, momentum and reputation* as three main themes for Carleton in 2019/20.

- Strategy: Planning will be a major focus and will include discussions around Indigenous Strategic Initiatives, Strategic Integrated Planning, the Strategic Mandate Agreement, Accessibility, and Employability initiatives.
- Momentum: Carleton will continue to build and improve on successes in student experience, student success, research intensity, experiential learning, fundraising, and building projects.
- Reputation: There is evidence that Carleton's importance and impact is not as well recognized as it could be, and that there is room for improvement in this area.

There were no questions on the Chair's remarks.

5. Question Period

Two questions regarding representation on Senate were submitted to Senate in advance:

1) Senator M. Rooney: *Over the last decade, Carleton University Senate has taken some significant steps towards integrating Contract Instructors (CIs), adding two CI Senators and, more recently, making concrete efforts to ensure representation from CIs on special committees such as those on free speech and the Senate's committee structure. While these are positive and welcome developments, however, CIs remain underrepresented on Senate: if the Senate membership information on our website is up to date, for instance, CIs hold the dubious distinction of being, percentage wise, the least represented group on campus (2.7%). One consequence of the current arrangement is that our two CI Senators take turns serving on alternating ad hoc or special committees, placing an undue burden on them that no other subgroup of Senators face – because those groups have more representatives, they can distribute the work among a greater number of Senators. The current arrangement also makes it impossible for CIs to be represented in all or most of the Senate's regular standing committees.*

Given 1) Senate's and CIs' salutary desire to include CIs in ad hoc or special committees, 2) the paucity of CI Senators available to serve and the burden such work places on two CI Senators, and 3) expressions of support for improving conditions for CIs that elected faculty Senators expressed explicitly in our June 2019 Senate meeting (when we discussed the next SIP), I ask:

Will the relevant Senate committee review (and report back on) CI representation on Senate, with special attention to the question of adding additional CI Senators in numbers that 1) reflect CIs' presence on campus and contributions to the university, and that 2) put them on par, representation wise, with other groups such as our students (who have ten Senators – seven undergraduate, three graduate)? Will we consider adding, for instance, at least three new CI Senators?

2) Senator H. Gupta: Carleton sits on the stolen Omamiwinini Land, otherwise known as Algonquin territory. This acknowledgement is more than a theory, it is a growing process in which we all participate. According to the "canadian" census, there are over 25,000 Indigenous people's living in Ottawa. Many of them have found themselves on our campus. Systemic and institutional racism including lack of access to funding and limited cultural support many times prevent the success of Indigenous students in post-secondary education. Creating a space in this senate's chambers will provide Carleton an opportunity to listen to these concerns from students themselves.

Will the Senate take initiative to create an indigenous graduate student senator position?

The Clerk noted that both of these questions regarding representation will be taken to the *Senate Academic Governance Committee* for review and discussion.

6. Senate Administration (Clerk):

a) Senate and Senate Committee Membership Ratification

The Clerk presented 7 Senate nominations and 19 Senate committee nominations for ratification.

It was **MOVED** (B. Kuzmarov, P. Smith) that Senate ratify the new Senate and Senate Committee appointments, as presented.

The motion **PASSED**.

A Senator asked if the entire membership for the new SQAPC committee could be shared with Senators. The Clerk agreed to do so at the next meeting.

6-Administration – cont'd

b) Senate Survey Report

The Clerk of Senate presented an overview of the Senate Survey which was sent to Senators in May of 2019 (see attached presentation).

Highlights of the presentation:

- Survey invitations were sent to Senators on May 23; the survey closed May 30.
- 39 out of 82 serving Senators responded (47% response rate)
- There were 7 questions plus one comments field.
- Respondents indicated a high level of engagement and preparedness for meetings.
- The survey indicated that Senators are generally satisfied with the tone, length, content and frequency of meetings.
- Some respondents felt that Orientation content could be improved and that meeting materials could be more accessible and understandable.

The Clerk thanked all Senators who participated in the survey and noted that the Senate Office is working toward improvements in Orientation and document preparation/delivery.

c) Report on Appointments made Contrary to Advertising Procedures

The Clerk reported to Senators that over the summer one appointment was made contrary to advertising procedures due to urgent need to fill the position.

d) Ratification of membership of the Advisory Committee on the Vice-President, Students & Enrolment.

The Clerk presented to Senators a memo for the ratification of members of the Advisory Committee on the Vice-President, Students & Enrolment. This memo was presented to Senate at the meeting and without notice of motion because of the urgent need to constitute the committee, and because the information in the memo was received by the Senate Office after the meeting package had been distributed to Senators. It was noted as well that this ratification cannot wait until the next October meeting because of deliverable deadlines for the committee.

It was **MOVED** (B. Kuzmarov, A. Bowker) that Senate waive the notice of motion period for Item 6(d) on the agenda, Memo for the Ratification of Members of the Advisory Committee on the Vice-President, Students & Enrolment.
The motion **PASSED** with a 2/3 majority.

It was **MOVED** (B. Kuzmarov, L. Kostyuk) that Senate ratify the appointments to the Advisory Committee on the Vice-President, Students and Enrolment, as presented.

The memo was amended by the Clerk to include Millie Close as undergraduate representative on the committee.

The motion **PASSED**.

7. Reports:

a) Senate Committee on Curriculum, Admission and Studies Policy

The Chair of SCCASP, Howard Nemiroff, presented one item for approval and one item for information.

For approval: Letter of Permission guidelines

Carleton students may study at another accredited university on a Letter of Permission. The proposed changes to the Letter of Permission will allow for more accessibility and flexibility for students applying for this opportunity.

It was **MOVED** (H. Nemiroff, D. Siddiqi) that Senate adopt the Letter of Permission proposal as presented.

The motion **PASSED**.

For Discussion: Amnesty Motion: Carleton University Policy on the Academic Implications of Labour Disputes.

Senators were first reminded of the original motion brought to Senate by Senator Shotwell in May of 2018:

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.

Following the approval of this motion, SCCASP drafted a policy, which was brought back to Senate for discussion last year. Based on comments received at that time, a new draft was created and has been circulated to Senators for review at this meeting.

A Senator was concerned that this policy could be used as a union-breaking tactic. Senator Shotwell responded that the intent of the motion was to protect students and to prevent students from being used in this way during a labour disruption.

Senator Shotwell then suggested the following edits to the policy:

- Section 2.2.1: Replace "may be" in this sentence with "are."
*Students who cannot participate in academic activities because they are unable to do so due to a Labour Disruption, **may be** entitled to appropriate accommodations ...*
- Section 1.3: Delete the entire item. Students should still be entitled to accommodations for labour disruptions lasting 10 or fewer calendar days.

Labour Disruptions of 10 or fewer calendar days will continue to be governed by normal academic regulations and policies.

Senator Nemiroff agreed to bring these two suggestions back to SCCASP.

Another Senator also asked how the policy would be implemented, how appropriate accommodations would be determined, and who would be responsible for making those decisions.

The Chair asked that these questions be taken back to SCCASP for consideration, then brought back to Senate again for a more fulsome discussion.

8. Strategic Integrated Plan (SIP) and Strategic Mandate Agreement (SMA) Update

The Chair provided some introductory remarks, noting that the SIP and SMA processes are off to a strong start.

The SIP was officially launched on September 5th. The Task Force is now fully constituted with over 20 members, including the 4 co-chairs. Events and consultations have begun and will continue throughout the fall. A full website has been created to provide information on all of the events and the progress of the SIP. Senate will be involved throughout the process, and will approve the final plan.

The SMA process will proceed in parallel to the SIP. The provincial government is currently in transition, with a new Minister, Deputy Ministry, Assistant Deputy Minister and Chief of Staff at the Ministry of Training, Colleges and Universities. Meetings with the Ministry have been planned for early November and February. The final deadline for the SMA submission is March 30th. SMA3 will likely be shorter than SMA2, and will be focussed on metrics.

Co-Chair Lorraine Dyke provided more specific information on both processes.

Overview of SIP activities to date:

- Speaker Series – 3 have already been hosted and 5 more are planned
- Open Consultations are continuing. A total of 23 have been set up, and more are expected. Some of these will be themed.
- The Website will continue to provide an additional forum for engagement and input.

SMA history and current timeline:

- Since 2014, Ontario universities have been required to negotiate their mandate with the provincial government.
- Each SMA to date has been negotiated for a 3-year period.
- SMA1 in 2014 was focussed on differentiation.
- SMA2 in 2017 introduced metrics.
- SMA3 will be heavily based on metrics and will move to a 5-year term.
- Guidelines for SMA3 are expected from the government in early October, and a meeting with the Ministry is planned for early November.
- The first draft of SMA3 will be submitted to the Ministry in December, and
- The final submission will be due in March.

SMA3 Metrics:

- The 10 metrics provided by the provincial government can be divided into 2 clusters: skills & job outcomes, and economic opportunity & impact.
- The first 6 metrics will be implemented in the first year; metrics 7 – 9 will be implemented in year 2, and the last metric will be implemented in year 3.
- In anticipation of these metrics, Carleton has increased research funding, retention rates, experiential learning opportunities and employability outcomes for students.

Questions for Reflection in the SMA:

- Metric weightings
- Institution-specific economic impact metrics
- Narratives – which will be more constrained than in previous SMAs, and will be focussed on the metrics.

The Strategic Integrated Plan will feed into the SMA, and the two will proceed in parallel. A consultation session for Senators is planned at the next Senate meeting in October, and after that Senate will be provided with regular updates. More details from the ministry are expected in October; the current language emphasizes less red tape and an attention to employment outcomes.

Responses from Senators:

One Senator noted that only one metric of the ten provided by the ministry is focussed on research. This is concerning, given the fact the Carleton is a research institution. The Chair noted that this issue is of concern to other universities.

In response to another question from the floor, the Chair confirmed that the 5-year term for the SMA3 has been imposed by the government and is non-negotiable. Another Senator asked how a government that does not have a 5-year mandate to be in office can impose a 5-year mandate on universities, and how that would be enforced.

As a general response to these questions, co-chair Lorraine Dyke noted that the Council of Ontario Universities (COU) has formed a working group that is advocating for universities by bringing concerns to the ministry. Some small changes have been made as a result.

A Senator asked about the resource implications of these processes and if they are being tracked. The Chair responded that the overall cost of doing these exercises and reporting on them is significant, especially for the small institutions, but that SMA3 is expected to be less resource-intensive than SMA2. It was suggested that COU might be interested in aggregating this information across the sector.

The Chair thanked Senators for their comments and for the discussion, and noted that if possible, a full hour will be devoted to the SIP at the next meeting in October.

9. Reports for Information:

a) Senate Executive Minutes

- June 7, 2019
- E-polls: June 4, 2019; June 5, 2019

b) Senate Library Committee – Annual Report 2018-19

There were no questions and there was no discussion of these items.

10. Other Business:

- a) Hemant Gupta asked for Carleton's position on the *Global Climate Strike Action* planned for September 27th and whether Carleton will cancel classes, as some other universities have done, to support this event.

The Chair responded that the Provost has already circulated a communication on this matter.

- b) The Chair mentioned a few upcoming highlights rounding off Carleton's Throwback week:

- The Department of Sociology and Anthropology is celebrating its 50th anniversary.
- The Milestone Anniversary Celebration will welcome alumni who are celebrating their 25th to 65th graduation anniversaries.
- Football: The Carleton Ravens take on the Waterloo Warriors on September 21 at MNP Park.

11. Adjournment

The meeting was adjourned at 4:00 pm.

Senate and Senate Committee Membership Ratifications for 2019/20

October 18, 2019

MOTION: That Senate ratify the following new Senate and Senate committee appointments, as presented.

SENATE:

- Barry Wright (Faculty member, FPA)

SENATE COMMITTEES:

Senate Executive Committee

- Afreen Ahmad (Undergraduate student)

Senate Quality Assurance and Program Committee

- Emma Maddock (Undergraduate student)
- Nathaniel Bruni (Graduate student)
- Adrian Larose (Graduate student, alternate)

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

- Sarah Shires (Undergraduate student)
- Jhansi Rani Boggavarapu (Graduate Student)

Senate Academic Governance Committee (SAGC)

- Qusai Yusuf (Undergraduate student)
- Ashley Courchene (Graduate student)

Senate Library Committee

- Ved Shimpi (Undergraduate student)

Senate Honorary Degrees Committee

- Tyler Boswell (Undergraduate student)

Senate Academic Integrity Appeals Committee

- Shakira Chiatoo (Undergraduate student)
- Taylor Green (Graduate student)

Convocation Dates 2021-2025

MOTION: That Senate approve the following Convocation dates from 2021-2025, as presented.

Fall Convocation:

- 2021 – November 13
- 2022 – November 12
- 2023 – November 4
- 2024 – November 9
- 2025 – November 8

Spring Convocation:

- 2021 – June 7 – 11
- 2022 – June 6 – 10
- 2023 – June 12 – 16
- 2024 – June 10 – 14
- 2025 – June 9 - 13

Senate Executive Committee
September 9, 2019
3:00 pm in 503S Tory Building

MINUTES

Attending: B. Appel Kuzmarov, B. A. Bacon (Chair), D. Deugo, J. Tomberlin, K. McKinley (recording secretary)

1. **Meeting agenda**

The Chair began the meeting at 3:03 pm. The meeting agenda was approved by consensus.

2. **Minutes**

The committee approved by consensus the minutes of the Senate Executive Committee meeting on June 7, 2019, and the minutes from the Senate Executive E-polls on June 4, 2019 and June 5, 2019.

3. **Senate Agenda**

The committee discussed the draft Senate agenda for the meeting on September 20, 2019, and suggested the following changes:

- a. Rename Item 3 in the Closed Session to "Draft Recommendations" (from "Consultation Results").
- b. Add "Report from the Senate Library Committee" to Open Session (Reports for Information), as Item 9(b).

4. **Items for discussion:**

- a. Question Period submissions: Two questions regarding membership changes at Senate were submitted and were reviewed by the committee. The Clerk of Senate agreed to respond to these questions at the next Senate meeting.

5. **Other Business**

There was none.

7. **Adjournment**

The meeting was adjourned at 3:20 pm.