



*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 March 27, 2020 at 2:00 p.m.  
Senate Room, Robertson Hall  
AGENDA**

**Open Session:**

- 1. Welcome & Approval of Agenda (open)**
- 2. Minutes:**
  - a) February 28, 2020 (open session)
- 3. Matters Arising**
- 4. Chair's Remarks**
- 5. Question Period**
- 6. Administration (Clerk)**
  - a. Senate committee membership update
  - b. Notice of non-advertised recruitment
  - c. 2020-21 Schedule of Senate meetings (for information)
- 7. Reports:**
  - a. SCCASP (H. Nemiroff)
  - b. SQAPC (D. Deugo)
  - c. SAGC (B. Kuzmarov) – CASG constitution
- 8. Report on Senate E-polls, March 16-17, 2020**
- 9. SMA Update**
- 10. SIP – Report on Draft Consultations**

**11. Reports for Information:**

- a. Senate Executive Minutes (February 18, 2020)
- b. Membership Reports: University Promotions Committee and Tenure and Promotions Appeal Committee

**12. Other Business**

**13. Adjournment**



*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 28, 2020 at 2:00 p.m.  
Senate Room, Robertson Hall**

**MINUTES – OPEN SESSION**

**Present:** S. Ajila, B.A. Bacon (Chair), M. Barbeau, S. Blanchard, A. Bowker, S. Boyle, D. Brown, J. Bruno, N. Cappuccino, A. Chandler, M. Close, T. Daniels, J. Deaville, D. Deugo, T. Di Leo Browne, D. Dragunoiu, P. Farrell, D. Gillberg, R. Goubran, M. Haines, K. Hellemans, F. Hosseinian, B. Hughes, C. Joslin, L. Kostiuk, B. A. Kuzmarov (Clerk), A. Lannon, H. Nemiroff, S. Parathundiyil, J. Paulson, M. Piché, A. Plourde, P. Rankin, M. Rooney, D. Siddiqi, J. Sinclair-Palm, S. Sivathayalan, E. Sloan, P. Smith, J. Tomberlin, A. Tremblay, C. Trudel, J. Voordouw, P. Wilson, P. Wolff, B. Wright, W. Ye

**Regrets:** O. Baysal, C. Dion, P. Dion, K. Evans, B. Hallgrimsson, E. Kwan, J. Liu, C. Vijju, C. Warner, J. Wolfart

**Absent:** A. Ahmad, L. Akagbosu, T. Boswell, J. Cheetham, A. Courchene, C. Cruickshank, P. Gunupudi, H. Gupta, O. Hobbs, J. Kovalio, Z. Kryworuchka, P. Lagasse, C. Macdonald, R. McKay, S. Moran, D. Nussbaum, B. Popplewell, W. Shi, S. Shires, A. Shotwell, S. Srinivasan, J. Stoner, K. von Finckenstein

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**Open Session:**

**1. Welcome & Approval of Agenda (open)**

The Chair welcomed Senators to the Open Session.

It was **MOVED** (D. Deugo, E. Sloan) that Senate approve the Open Agenda for the meeting of Senate on February 28, 2020, as presented.

The motion **PASSED**.

## **2. Minutes: January 31, 2020 (open session)**

It was **MOVED** (J. Paulson, S. Parathundiyil) that Senate approve the minutes of the Open Session of the Senate meeting of January 31, 2020, as presented.

The motion **PASSED**.

## **3. Matters Arising:**

The Chair provided an update on Carleton's preparedness efforts regarding COVID-19, the Novel Coronavirus. Carleton is continuing to consult with public health agencies and other institutions in the country and will continue to communicate regularly with the community. A working group has been meeting regularly since January. Updates to Carleton's exiting Pandemic Emergency Response Plan have been made and many elements of the plan are already in place. Academic contingency plans and protocols in the event of disruption, including those for Senate meetings, are actively being prepared. In response to a question from a Senator, it was noted that extensions and other accommodations are being offered to International applicants who may not be able to complete aspects of the application process (language tests, for example) because of the lockdown conditions in their countries.

## **4. Chair's Remarks**

The Chair began his remarks by congratulating all recipients of the 2020 Achievement Awards for excellence in research and teaching. A celebration will be held in April, hosted by the Provost and VP Research and International. The Chair also congratulated all winners and nominees of Service Excellence Awards that were presented to faculty and staff on February 27<sup>th</sup>.

Carleton's second annual Black History Celebration, held at the Carleton Dominion Chalmers Centre on February 5<sup>th</sup>, showcased a variety of performers, speakers, and panel discussions. The Chair thanked all involved in both the event and in this important initiative.

On February 6 the first annual Kinamagawin Symposium was held at Carleton. The theme was Indigenous Identity & Sovereignty. The Chair thanked Benny Michaud and the Centre for Indigenous Initiatives for organizing the event and Pam Palmater from Ryerson University for her powerful and timely keynote address.

The Chair noted as well that the Carleton University Indigenous Strategic Initiatives Community (CUI SIC) Report is being finalized and is expected to be published before the end of this term.

A new multi-year partnership has been announced between Carleton University and Ericsson Canada to advance talent development programs for computer scientists and engineers, and to generate state-of-the-art research into this field. The partnership will provide funding for research projects, graduate student internships, a fellowship program and experiential learning opportunities for students in Engineering, Computer Science and Information Technology at Carleton. A new center of excellence for wireless research will be established in Carleton's ARISE Building.

The schedule for the June 2020 Convocation has been finalized and is posted on the Convocation website. Senators were urged to visit the Convocation site to review the schedule, as some degrees in FPA and FED have moved to different ceremonies. Faculty members wishing to join the procession must register by May 21<sup>st</sup>. Questions can be directed to the Senate Office.

Carleton is hosting the U Sports Canadian University Basketball Championships at TD Place on March 5 and 6. Carleton men's basketball coach Taffe Charles was honoured with the OUA Coach of the Year Award. The Chair extended his congratulations.

The Chair mentioned the launch of the new *Raven* Magazine under the editorship of Dan Rubinstein, Senior Writer in the Department of Communications. *Raven* is an inspirational collection of stories emerging from Carleton students, faculty, staff and alumni. Senators were encouraged to visit the online site or pick up a hard copy.

## **5. Question Period**

No questions were submitted in advance for this meeting.

## **6. Senate Administration (Clerk)**

### **a. Membership renewal – Senate Committees**

The Clerk provided an update on Senate membership nominations for 2020/21, and outlined the process for Senate committee membership renewal, set to begin on March 4 with a Call for Nominations. Senators were encouraged to submit expressions of interest for vacancies on committees, particularly for positions that must be filled by Senators.

## 7. Reports:

### a. SCCASP – Senate Committee on Curriculum, Admissions and Studies Policy

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

- B.M.P.D. – 0000 level Courses - clarification that 0000 level courses are pre-requisites for admission to a program and should not count as courses towards the degree.

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve the changes to R-UG Bachelor of Media Production and Design for the 2020-21 Undergraduate Calendar as presented.  
The motion **PASSED**.

- Discredits – removing the discredit element

It was **MOVED** (H. Nemiroff, N. Cappuccino) that Senate approve the changes to Reg. 3.1.12 for the 2020-21 Undergraduate Calendar as presented.  
The motion **PASSED**.

- Academic Performance Evaluation – Discredits

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve the changes to Reg. 3.2.1 for the 2020-21 Undergraduate Calendar, as presented.  
The motion **PASSED**.

- Restrictions on Program Elements – Double Counting Rule – elimination

It was **MOVED** (H. Nemiroff, E. Sloan) that Senate approve the changes to Reg. 3.1.13 for the 2021-22 Undergraduate Calendar, as presented.  
The motion **PASSED**.

It was noted that the later implementation date will allow departments time to work out these changes.

- COOP Regulations BMPD Admission and Continuation Requirements – adding a marker course

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve the changes to regulation TBD 1817 Bachelor of Media Production and Design Co-op Admission and Continuation Requirements.  
The motion **PASSED**.

- Regulation 11 Academic Standing – to clarify wording regarding documenting progress for PhD students

It was **MOVED** (H. Nemiroff, P. Smith) that Senate approve the changes to Regulation 11 for the 2020-21 Graduate Calendar, as presented.

Discussion: Some Senators felt that this change introduced a new layer of bureaucratic oversight that would not result in greater support for students.

The motion **PASSED**, with 1 opposed and 6 abstentions.

- Regulation 13 Time limits for Program Completion

It was **MOVED** (H. Nemiroff, P. Smith) that Senate approve the changes to Regulation 13 for the 2020-21 Graduate Calendar, as presented.  
The motion **PASSED**.

- New BA Template - created as a framework to help clarify the requirements of the various types of BA programs.

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve the changes to the BA Template as presented.

Discussion: It was noted that the term “general” will be replaced with the term “15-credit” in the next update.

The motion **PASSED**.

### **For Information**

- Minor Modifications – (Appendix 1) Chair Howard Nemiroff noted Minor Modifications for February were included in the meeting materials for information. There was no discussion.

## 7-Reports, cont'd:

### b. SQAPC – Senate Quality Assurance and Planning Committee

#### Major Modifications

Chair Dwight Deugo presented 20 major modifications for approval, combined into one omnibus motion, and one cyclical review for approval.

#### **Omnibus Motion:**

It was **MOVED** (D. Deugo, D. Dragunoiu) that Senate approve the major modifications as presented below with effect from Fall 2020.

Senators requested that Motion #6 (BGINS) and Motion #15 (BA General) be removed from the list for the Omnibus motion, to be discussed separately.

With these modifications removed, Senators voted on the remainder of the modifications in the omnibus motion.  
The motion **PASSED**.

Senators then considered the two modifications that were pulled:

#### Motion #6: BGINS Stream Specialization and thematic Categories in Global Migration and Transnationalism

It was **MOVED** (D. Deugo, S. Paranthundyil) that Senate approve the major modification to the BGINS Stream, Specialization and Thematic Categories in Global Migration and Transnationalism program as presented with effect from Fall 2020.

Discussion: A Senator questioned the rationale provided in the documentation for changing the name of the program from Migration and Diaspora Studies to Global Migration and Transnationalism. In response it was noted that the name change came at the request of the Migration and Diaspora Initiative, who felt that it would ease students' transition to the new Masters program in this field. Other Senators noted that the new name is a better reflection of the current content of the program, and that similar examples of this type of change have occurred in other programs in the Arthur Kroeger College.

The motion **PASSED**, with 1 abstention.

#### Motion #15: BA General

It was **MOVED** (D. Deugo, A. Bowker) that Senate approve the removal of the term "General" from all undergraduate 15 credit programs with effect from Fall 2020.



Discussion: A Senator asked if this is an evidence-based decision, and, assuming that it would require significant resources to accomplish, whether the change is necessary. It was noted that the change will make the language more consistent with how the degree is presented at Convocation and on diplomas, and that no additional resources will be required to effect the change.

The motion **PASSED** with 2 opposed.

#### **List of Major Modifications from the Omnibus Motion:**

- [BEcon, Concentration in Economic Data Science](#)

**THAT** Senate approve the introduction of the concentration in Economic Data Science to the Bachelor of Economics Honours program as presented with effect from Fall 2020.

- [Post-Baccalaureate in Art History](#)

**THAT** Senate approve the introduction of the Post-Baccalaureate in Art History as presented with effect from Fall 2020.

- [Post-Baccalaureate in History and Theory of Architecture](#)

**THAT** Senate approve the introduction of the Post-Baccalaureate in History and Theory of Architecture as presented with effect from Fall 2020.

- [HIST 3815](#)

**THAT** Senate approve the introduction of HIST 3815 as presented with effect from Fall 2020.

- [Bachelor of International Business Honours](#)

**THAT** Senate approve the major modification to the Bachelor of International Business Honours program as presented with effect from Fall 2020.

- [BPAPM Development Policy Studies Specialization](#)

**THAT** Senate approve the major modifications to the BPAPM Development Policy Studies Specialization as presented with effect from Fall 2020.

- [PAPM Communication and Policy Studies Specialization](#)

**THAT** Senate approve the major modifications to the BPAPM Communication and Policy Studies Specialization as presented with effect from Fall 2020.

- [BPAPM International Policy Studies Specialization](#)

**THAT** Senate approve the major modifications to the BPAPM International Policy Studies Specialization as presented with effect from Fall 2020.

- [BPAPM Public Policy and Administration Specialization](#)

**THAT** Senate approve the major modifications to the BPAPM Public Policy and Administration Specialization as presented with effect from Fall 2020.

- [Minor in News Media and Information](#)

**THAT** Senate approve the introduction of the minor in News Media and Information as presented with effect from Fall 2020.

- [HLTH 5801](#)

**THAT** Senate approve the introduction of HLTH 5801 as presented with effect from Fall 2020.

- [Public History courses](#)

**THAT** Senate approve the introduction of HIST 6908, 6809 & 6810 as presented with effect from Fall 2020.

- [Minor in Korean Modern Languages](#)

**THAT** Senate approve the introduction of the Minor in Korean Modern Languages as presented with effect from Fall 2020.

- [IMD 4901](#)

**THAT** Senate approve the major modification to IMD 4901 as presented with effect from Fall 2020.

- [Stream in Mental Health and Well-Being](#)

**THAT** Senate approve the introduction of the Stream in Mental Health and Well-Being as presented with effect from Fall 2020.

- [ENVE 3909](#)

**THAT** Senate approve the deletion of ENVE 3909 as presented with effect from Fall 2020.

- [INAF 6905](#)

**THAT** Senate approve the deletion of INAF 6905 as presented with effect from Fall 2020.

- o Master of Computer Science, Specialization in Bioinformatics

|  |
|--|
| <b>THAT</b> Senate approve the deletion of the Master of Computer Science with a specialization in Bioinformatics as presented with effect from Fall 2020. |
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### **Cyclical Review: Anthropology**

It was **MOVED** (D. Deugo, J. Paulson) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the PhD program in Anthropology.

The motion **PASSED**.

## **7-Reports, cont'd**

### **c. Senate Academic Governance Committee**

The Chair of the committee presented new Terms of Reference for the new Senate Quality Assurance and Planning Committee.

It was **MOVED** (B. Kuzmarov, A. Tremblay) that Senate approve the Terms of Reference for the Senate Quality Assurance and Planning Committee, as presented.

The motion **PASSED**.

### **d. Medals & Prizes Committee**

A memo and modified Senate Medals Policy were circulated to Senators in advance. The changes proposed will affect Senate and University medals at the Undergraduate level, and were the result of an 18-month review by the Medals & Prizes Subcommittee.

It was **MOVED** (B. Kuzmarov, J. Bruno) that Senate approve the modifications to the Senate Medals Policy, as presented, to take effect starting with the Fall 2020 graduation.

The motion **PASSED**.

## 8. Strategic Mandate Agreement – Update

The Provost provided a brief update on the Strategic Mandate Agreement. Carleton concluded bilateral discussions with the Ministry, and submitted a slightly revised draft of the agreement on February 18. A response is expected by mid-March in anticipation of the deadline to conclude SMA3 on March 30<sup>th</sup>.

## 9. Strategic Integrated Plan – First Draft Preview

Co-Chairs Cindy Taylor, Patrice Smith, Betina Appel Kuzmarov and Lorraine Dyke presented the first draft of the Strategic Integrated Plan.

Cindy Taylor began by thanking the Task Force members in attendance at the meeting, then she provided an overview of the schedule and milestones of the SIP process, and reviewed the 3-part conceptual framework that was presented to Senate at the January meeting.

Co-chairs Patrice Smith, Betina Appel Kuzmarov and Lorraine Dyke then presented a series of objectives and pathways connected with each of the three directions from this framework:

- Share Knowledge, Shape the Future
- Serve Ottawa, Serve the World
- Strive for Wellness, Strive for Sustainability

Senators were asked specifically to identify any perceived gaps in the pathways presented and to provide feedback on whether the pathways were appropriate to the aspirations outlined within each theme. Co-chairs noted that an implementation plan will follow and will be discussed in future meetings.

Senators provided several specific suggestions that were minuted by the members of the Task Force. In general, Senators urged the Task Force to revise some of the language in the SIP to be bolder, to incorporate Carleton's strengths, and to indicate that Carleton is enhancing and supporting things that we already do well. It was also noted that the concept of *pathways* provides a rich metaphor for the document and can open opportunities for storytelling and enhanced narratives.

The Chair thanked the SIP Co-Chairs and Task Force for their work and Senators for their input. He noted that the SIP draft will be posted publicly on the SIP website and

that feedback from the community will be collected until March 18. A report on this feedback will be presented to Senators at the next Senate meeting on March 27.

**10. Reports for Information:**

**a. Senate Executive Committee Minutes – January 21, 2020**

There was no discussion.

**11. Other Business**

There was none.

**12. Adjournment**

The meeting was adjourned at 4:00 pm.

## Question Period Submissions

### Carleton University Senate: Meeting of March 27, 2020

#### Questions submitted by M. Rooney:

- 1) Can Senate Executive update the Senate body on plans for ensuring that Senate can continue its business and Senators can continue to participate in the business of Senate (hopefully, remotely)? (If someone else has asked a form of this question, feel free to disregard.)
- 2) This crisis is exposing how ill-prepared the university sector is for something like this. When this current crisis has ended, will Senate or senior leadership recommend the formation of a committee to investigate and develop recommendations for emergency preparedness measures for everyone in a teaching role (faculty, CIs, and TAs) in the event of another pandemic? I'm thinking especially of basic competencies for teaching online in particular (using cuLearn, Kaltura, BigBlueButton; designing online assessments; etc.)? I am confident that Carleton's instructors care deeply for their students and will do everything they can to continue on, but I also know too well that asking 3500+ education workers (many in part-time roles) to transform their pedagogical practice over the course of a weekend is clearly going to present severe challenges.
- 3) What does the move to online course delivery (and online final exams) mean for programs that have accreditation requirements? (Engineering, Spratt, Social Work, etc.) Are we making these decisions regarding academic matters in consultation with the appropriate accreditation bodies?

#### Response to Question 3:

Spratt: Statement released by the *Association to Advance Collegiate Schools of Business* (AACSB) on March 18, 2020:



In response to COVID-19 more than half of AACSB member schools have converted face-to-face courses to virtual options. These innovative offerings provide learners with an important balance: continuing their education while also ensuring the health of their communities. Many AACSB-accredited institutions have offered blended and online programs for years, and **the accreditation standards support such delivery models and ensure the same high quality education** as any other program.

Stephanie Bryant  
Executive Vice President and  
Chief Accreditation Officer



FED: see attached document from the Canadian Engineering Accreditation Board (CEAB)

March 12, 2020

To: Deans of Higher Education Institutions offering CEAB-accredited engineering education programs

**RE: CEAB statement on COVID-19 (novel coronavirus)**

The Canadian Engineering Accreditation Board (CEAB) is well aware and staying on top of the rapidly evolving situation on the potential impact of the COVID-19 pandemic on CEAB-accredited engineering education programs.

**Distance learning**

As institutions make contingency plans in response to what remains a fluid situation, we are aware that programs and institutions may opt to move their in-person classes to an online environment. The Accreditation Board criteria do not limit accreditation to any particular mode of delivery. The CEAB encourages programs to review the *Interpretive statement on distance learning* found in Appendix 6 of the [CEAB Accreditation Criteria and Procedures](#). Programs that temporarily move courses that would normally be delivered in-person to an online learning environment are not required to submit a notice of significant change to the CEAB.

**Unforeseen events and AU counts**

In the event that classes and/or lab activities are cancelled due to this unforeseen circumstance, it is not an expectation that the programs will need to justify to future CEAB visiting team the impact on Accreditation Unit (AU) counts. This will be clearly communicated to all visiting teams for coming visits.

The CEAB recognizes that the guidance above may not cover all scenarios being considered by institutions and programs. We are committed to working with all programs to ensure that your individual concerns and circumstances are addressed. We welcome any questions or concerns that you may have as the situation continues to unfold. Please communicate directly with Mya Warken, Manager, Accreditation and CEAB Secretary ([mya.warken@engineerscanada.ca](mailto:mya.warken@engineerscanada.ca)) if you have any concerns or would like to discuss contingency plans.

The health and safety of students, faculty, and staff are of great importance to us and we are supportive of institutions taking reasonable measures to balance safety and academic continuity. We will continue to monitor the short-term and long-term impact of COVID-19 on CEAB-accredited programs.



## Senate Meeting Schedule 2020-21

All meetings are from 2:00 pm to 4:00 pm in Room 608, Robertson Hall

- Friday September 25, 2020
- Friday October 30, 2020 – Convocation Meeting
- Friday November 27, 2020
- Friday December 11, 2020
- Friday January 29, 2021
- Friday February 26, 2021 – Convocation Meeting
- Friday March 26, 2021
- Friday April 30, 2021
- Friday May 28, 2021 – Convocation Meeting
- Friday June 18, 2021 (**at 10:00 am**)



MEMORANDUM

From the Senate Committee on  
Curriculum, Admission and Studies Policy

To: Senate  
From: Howard Nemiroff, Chair of SCCASP  
Date: March 27, 2020  
Subject: 2020-21 Academic Regulations Changes

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To Senate for Information

For Information

1. Minor Modifications – SCCASP approved  
Attachment: *UG\_G\_2021\_Course\_MinorMods\_for\_SCCASP\_Mar 3, Mar 17*
2. TBD-1389 R-UG-Additional Regulations for BA
3. CDN 2510/FINS 2510
4. BIB Requirements

2020-21 Curricular Change Proposals

| Code                | Title   | Status | Academic Unit (department) | Summary (summary)                      |
|---------------------|---|--------|----------------------------|--|
| <a href="#">HRM</a> | <a href="#">Minor in Human Resources and Management for B.A. Honours Psychology</a> | Edited | BUSIPSYC                   | **state CGPA requirement to earn minor |

2020-21 Curricular Change Proposals

| Code                      | Title  | Status  | Summary (summary)                        |
|---------------------------|--|---------|--|
| <a href="#">DBST 3060</a> | <a href="#">DBST 3060: Critical Disability Studies</a> | Added   | **Cross-listing SOCI 3060 as DBST 3060   |
| <a href="#">INDG 3000</a> | <a href="#">INDG 3000: Indigenous Governance</a>       | Deleted | **INDG 3000 was replaced with INDG 3001. |

2020-21 Curricular Change Proposals

| Code                      | Title   | Status | Summary (summary)   |
|---------------------------|---|--------|---|
| <a href="#">PSCI 3905</a> | <a href="#">PSCI 3905: Washington Center Internship</a> | Edited | <b>**</b> Replace description to read: A one-term or summer internship at the Washington Center in DC with options in domestic and international politics and other sectors. Evaluations are done by the Washington Center but governed by the Carleton Political Science Department regulations. PSCI 4905 and 4906 graded, are also required. |

2020-21 Curricular Change Proposals

| Code                      | Title   | Status | Summary (summary)  |
|---------------------------|---|--------|--|
| <a href="#">ECON 5060</a> | <a href="#">ECON 5060: Economic Analysis of Public Policy</a>                               | Added  | **Add new (GDip-EconPolicy) course ECON 5060.  |
| <a href="#">ECON 5061</a> | <a href="#">ECON 5061: Central Banking: Theory, Practice, and Recent Challenges</a>         | Added  | **Add new (GDip-EconPolicy) course ECON 5061.  |
| <a href="#">ECON 5062</a> | <a href="#">ECON 5062: Fiscal Policy in Canada: Practice and Challenges</a>                 | Added  | **Add new (GDip-EconPolicy) course ECON 5062.  |
| <a href="#">ECON 5063</a> | <a href="#">ECON 5063: Innovation Policy and Economic Growth</a>                            | Added  | **Add new (GDip-EconPolicy) course ECON 5063.  |
| <a href="#">ECON 5064</a> | <a href="#">ECON 5064: Economic Policy Formulation and Evaluation</a>                       | Added  | **Add new (GDip-EconPolicy) course ECON 5064.  |
| <a href="#">ECON 5065</a> | <a href="#">ECON 5065: Selected Topics in Economic Policy</a>                               | Added  | **Add new (GDip-EconPolicy) course ECON 5065.  |
| <a href="#">TIMG 5301</a> | <a href="#">TIMG 5301: Applied Analytics for Technology Innovation Management</a>           | Added  | **New course based on a popular section of TIMG 5301 (Advanced Topics in Technology Innovation Management) previously offered in multiple terms. |
| <a href="#">TIMG 5303</a> | <a href="#">TIMG 5303: Machine Learning for Technology Entrepreneurship Problem-Solving</a> | Added  | **New course based on a popular section of TIMG 5103 (Advanced Topics in Technology Innovation Management) previously offered in multiple terms. |

2020-21 Curricular Change Proposals

| Code                      | Title  | Status | Summary (summary)                  |
|---------------------------|--|--------|------------------------------------|
| <a href="#">ECOR 1010</a> | <a href="#">ECOR 1010: Introduction to Engineering</a> | Edited | ** Added ECOR 1047 to preclusions. |

# Program Change Request

Date Submitted: 02/24/20 2:58 pm

Viewing: **TBD-1389 : R-UG-Additional Regulations for B.A.**

Last approved: 10/03/19 10:08 am

Last edit: 02/24/20 2:58 pm

Last modified by: sarahcleary

Changes proposed by: sarahcleary

## In Workflow

1. **REGS RO UG Review**
2. PRE SCCASP
3. SCCASP
4. Senate
5. PRE CalEditor
6. CalEditor

## History

1. Jan 22, 2016 by Sandra Bauer (sandrabauer)
2. May 18, 2016 by Rebecca Hoskins (rebeccahoskins)
3. Dec 8, 2016 by Sandra Bauer (sandrabauer)
4. Mar 21, 2017 by Sandra Bauer (sandrabauer)
5. Mar 29, 2017 by Sandra Bauer (sandrabauer)
6. Mar 29, 2017 by Sandra Bauer (sandrabauer)
7. Mar 30, 2017 by Sandra Bauer (sandrabauer)
8. Mar 30, 2017 by Sandra Bauer (sandrabauer)
9. Mar 31, 2017 by Sandra Bauer (sandrabauer)
10. Apr 5, 2017 by Sandra Bauer (sandrabauer)
11. Apr 13, 2017 by Sandra Bauer (sandrabauer)
12. Jul 11, 2017 by Sandra Bauer (sandrabauer)
13. Jan 11, 2018 by Mike Labreque (mikelabreque)
14. Jan 25, 2018 by Mike Labreque (mikelabreque)
15. Nov 29, 2018 by Mike Labreque (mikelabreque)
16. Apr 17, 2019 by Mike Labreque (mikelabreque)
17. May 16, 2019 by Mike Labreque (mikelabreque)
18. Oct 3, 2019 by Sarah Cleary (sarahcleary)



Calendar Pages Using this  
Program

[Linguistics \(Bachelor of Arts\)](#)  
[Philosophy](#)  
[European and Russian Studies](#)  
[Law](#)  
[Political Science](#)  
[African Studies](#)  
[Music](#)  
[Open Studies](#)  
[Canadian Studies](#)  
[Geomatics](#)  
[Linguistics](#)  
[Indigenous Studies](#)  
[Childhood and Youth Studies](#)  
[History](#)  
[Human Rights and Social Justice](#)  
[Bachelor of Arts](#)  
[Greek and Roman Studies](#)  
[Environmental Studies](#)  
[Biology](#)  
[Geography](#)  
[Criminology and Criminal Justice](#)  
[Anthropology](#)  
[Sociology](#)  
[Communication and Media Studies](#)  
[Applied Linguistics and Discourse Studies](#)  
[English](#)  
[Film Studies](#)  
[Religion](#)  
[Women's and Gender Studies](#)  
[French](#)  
[History and Theory of Architecture](#)  
[Art History](#)  
[Psychology](#)

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|                |                                      |
|----------------|--------------------------------------|
| Effective Date | 2020-21                              |
| Workflow       | <b>majormod</b> <del>minormod</del>  |
| Program Code   | TBD-1389                             |
| Level          | Undergraduate                        |
| Faculty        | Not Applicable                       |
| Academic Unit  | Regulations: RO                      |
| Degree         |                                      |
| Title          | R-UG-Additional Regulations for B.A. |

## Program Requirements

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### B.A. Regulations

The regulations presented below apply to all Bachelor of Arts programs. In addition to the requirements presented here, students must satisfy the University regulations common to all undergraduate students including the process of Academic Performance Evaluation (consult the Academic Regulations of the University section of this Calendar).

## First-Year Seminars

B.A. degree students are strongly encouraged to include a First-Year Seminar (FYSM) during their first 4.0 credits of registration. Students are limited to 1.0 credit in FYSM and can only register in a FYSM while they have first-year standing in their B.A. program. Students who have completed the Enriched Support Program (ESP) or who are required to take a minimum of one English as a Second Language (ESLA) credit are not permitted to register in a FYSM.

## Breadth Requirement

Among the credits presented at graduation, students in both the B.A. General and the B.A. Honours degrees and B.Co.M.S. are required to include 3.0 breadth credits, including 1.0 credit from each of three of the four Breadth Areas identified below. Credits that fulfil requirements in the Major, Minor, Concentration or Specialization may be used to fulfil the Breadth Requirement.

Students admitted with a completed university degree are exempt from breadth requirements.

Students in the following interdisciplinary programs are exempt from the B.A. breadth requirement.

- African Studies
- Criminology and Criminal Justice
- Environmental Studies
- Human Rights
- Human Rights and Social Justice

### Breadth Area 1: Culture and Communication

American Sign Language, Art History, Art and Culture, Communication and Media Studies, Comparative Literary Studies, Digital Humanities, English, Film Studies, French, Journalism, Media Production and Design, Music, **Performance in Public Sphere**, and Languages (Arabic, English as a Second Language, German, Greek, Hebrew, Indigenous Languages, Italian, Japanese, Korean, Latin, Mandarin, Portuguese, Russian, Spanish)

**Subject codes:** ARAB, ARTH, ASLA, CHIN, CLST, COMS, DIGH, ENGL, ESLA, FILM, FINS, FREN, GERM, GREK, HEBR, ITAL, JAPA, JOUR, KORE, LANG, LATN, MPAD, MUSI, **PIPS**, PORT, RUSS, SPAN

### Breadth Area 2: Humanities

African Studies, Applied Linguistics and Discourse Studies, **Archaeology**, Canadian Studies, Child Studies, Classical Civilization, Directed Interdisciplinary Studies, Disability Studies, European and Russian Studies, History, Human Rights, Humanities, Indigenous Studies, Latin American and Caribbean Studies, Linguistics, Medieval and Early Modern Studies, Philosophy, Religion, Sexuality Studies, South Asian Studies, and Women's and Gender Studies.

**Subject codes:** AFRI, ALDS, **ARCY**, CDNS, CHST, CLCV, DBST, DIST, EURR, HIST, HUMR, HUMS, INDG, LACS, LING, MEMS, PHIL, RELI, SAST, SXST, WGST

### Breadth Area 3: Science, Engineering, and Design

Architecture, Biology, Chemistry, Computer Science, Earth Sciences, Engineering, Environmental Science, Food Science and Nutrition, Health Sciences, Industrial Design, Information Resource Management, Information Technology (BIT), Information Technology (ITEC), Interactive Multimedia and Design, Mathematics, Neuroscience, Network Technology, **Optical Systems**, ~~Photonics, Statistics, Physics,~~ and **Sensors, Photonics, Statistics, Physics, and** Technology, Society, Environment.

**Subject codes:** AERO, ARCC, ARCH, ARCN, ARCS, ARCU, BIOC, BIOL, BIT, CHEM, CIVE, CMPS, COMP, ECOR, ELEC, ENSC, ENVE, EARTH, FOOD, HLTH, IDES, IMD, IRM, ISCI, ISCS, ISYS, ITEC, MAAE, MATH, MECH, NET, NEUR, NSCI, **OSS**, PHYS, PLT, SREE, STAT, SYSC, TSES

#### Breadth Area 4: Social Sciences

Anthropology, Business, Cognitive Science, Criminology and Criminal Justice, Economics, Environmental Studies, Geography, Geomatics, Global and International Studies, Global Politics, Interdisciplinary Public Affairs, International Affairs, Law, Migration and Diaspora Studies, Political Management, Political Science, Psychology, Public Administration, Public Affairs and Policy Management, Social Work, Sociology/Anthropology, Sociology

**Subject codes:** ANTH, BUSI, CGSC, CRCJ, ECON, ENST, GEOG, GEOM, GINS, GPOL, INAF, IPAF, LAWS, MGDS, PADM, PAPM, POLM, PSCI, PSYC, SOCI, SOWK

## Declared and Undeclared Students

Degree students are considered "Undeclared" if they have been admitted to a degree but have not yet selected and been accepted into a program within that degree. The status "Undeclared" is available only in the B.A. and B.Sc. degrees. See the Open Studies program section of this Calendar for recommended registration information. Normally, Undeclared students are required to be eligible to enter a program within their degree before reaching second year standing. Undeclared students should consult [Academic Advising Centre](#) for guidance in planning their studies prior to registration.

## Change of Program Within the B.A. Degree

Students may transfer to a program within the B.A. degree, if upon entry to the new program they would be in *Good Standing*. Other applications for change of program will be considered on their merits; students may be admitted to the new program in *Good Standing* or on Academic Warning. Students may apply to declare or change their program within the B.A. Degree at the Registrar's Office according to the published deadlines. Acceptance into a program or into a program element or option is subject to any enrollment limitations, specific program, program element or option requirements, as published in the relevant Calendar entry.

## Minors, Concentrations and Specializations

Students may apply to the Registrar's Office to be admitted to a minor, concentration or specialization during their first or subsequent years of study. Acceptance into a minor, concentration or specialization is subject to any specific requirements of the intended Minor, Concentration or Specialization as published in the relevant Calendar entry. Acceptance into a Concentration or Specialization requires that the student be in Good Standing.

## Mention : Français

Students registered in certain B.A. programs may earn the notation *Mention : Français* by completing part of their requirements in French and by demonstrating a knowledge of the history and culture of French Canada. The general requirements are listed below. For more specific details consult the departmental program entries.

Students in a B.A. Honours program must present:

1. 1.0 credit in French language;
2. 1.0 credit devoted to the history and culture of French Canada;
3. 1.0 credit at the 2000- or 3000-level and 1.0 credit at the 4000-level in the Honours discipline taken in French.

Students in a B.A. General program must present:

1. 1.0 credit in advanced French;

2. 1.0 credit devoted to the history and culture of French Canada;
3. 1.0 credit at the 2000- or 3000-level in the Major discipline taken in French.

Students in Combined Honours programs must fulfil the *Mention : Français* requirement in both disciplines.

Courses taught in French (Item 3, above) may be taken at Carleton, at the University of Ottawa on the Exchange Agreement, or at a francophone university on a Letter of Permission. Students planning to take courses on exchange or on a Letter of Permission should take careful note of the residence requirement for a minimum number of Carleton courses in their programs. Consult the *Academic Regulations of the University* section of this Calendar for information regarding study on Exchange or Letter of Permission.

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|                           |   |
|---------------------------|---|
| New Resources             | No New Resources  |
| Summary                   | Updating breadth categories with new course codes: ARCY, OSS, PIPS. |
| Rationale for change      | To keep breadth categories up to date with new course codes.        |
| Transition/Implementation |   |

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|                           |  |
|---------------------------|--|
| Program reviewer comments |  |
|---------------------------|--|

Date Submitted: 02/06/20 8:12 am

## Viewing: **CDNS 2510 : Introduction to Québec Society (English version)**

Last approved: 01/15/19 3:14 am

Last edit: 02/21/20 4:41 pm

### Changes proposed by: donnamalone

|  |  |
|--|--|
| Calendar Pages referencing this course | <a href="#">Canadian Studies</a><br><a href="#">Canadian Studies (CDNS)</a><br><a href="#">French</a><br><a href="#">French Interdisciplinary Studies (FINS)</a>   |
| Other Courses referencing this course  | <u>Also Listed As:</u><br><a href="#">CDNS 2511 : Introduction à la société et à la culture québécoises (version française)</a><br><a href="#">FINS 2510 : Introduction to Québec Society (English version)</a><br><a href="#">FINS 2511 : Introduction à la société et à la culture québécoises (version française)</a><br>In the Precludes Credit Statement:<br><a href="#">CDNS 2511 : Introduction à la société et à la culture québécoises (version française)</a><br><a href="#">FINS 2511 : Introduction à la société et à la culture québécoises (version française)</a><br><a href="#">Minor in Québec Studies</a><br><a href="#">Canadian Studies B.A. Honours</a><br><a href="#">Canadian Studies B.A. Combined Honours</a><br><a href="#">Canadian Studies B.A. General</a><br><a href="#">Minor in Canadian Studies</a> |
| Programs referencing this course       |  |

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|                |  |
|----------------|--|
| Effective Date | 2020-21  |
| Workflow       | minormod   |
| Level          | Undergraduate                                    |
| Course Code    | CDNS   |
| Course Number  | 2510   |
| Title          | Introduction to Québec Society (English version) |
| Title (short)  | Intro to Quebec Society (E)                      |

### In Workflow

1. CANS ChairDir UG
2. AS FCC
3. AS FBoard
4. PRE CalEditor
5. Banner

### Approval Path

1. 02/07/20 3:21 pm  
Anna Hoefnagels  
(annahoefnagels):  
Approved for CANS  
ChairDir UG
2. 02/20/20 3:32 pm  
Peter Thompson  
(peterthompson):  
Approved for AS FCC
3. 02/20/20 3:33 pm  
Peter Thompson  
(peterthompson):  
Approved for AS FBoard

### History

1. Jun 18, 2014 by sandra
2. Jun 27, 2014 by danbegin
3. May 12, 2015 by Anshul Singh (anshulsingh)
4. Jun 13, 2017 by Sandra Bauer (sandrabauer)
5. Jan 15, 2019 by Mike Labreque (mikelabreque)

|                                   |   |
|-----------------------------------|---|
| Faculty                           | Faculty of Arts and Social Sciences   |
| Academic Unit                     | School of Indigenous and Canadian Studies   |
| Credit Value                      | 0.50  |
| Significant Experiential Learning | None  |
| Course Description                | This <del>online</del> course surveys geographical, historical, demographic, cultural, political and social developments in Québec, relations with English Canada and debates on identity and nationalism. Also available in French as CDNS 2511/FINS 2511.         |
| Prerequisite(s)                   | second-year standing or permission of the School of Indigenous and Canadian Studies.  |
| Class Format                      | <b>Lectures/groups three hours per week.</b> <del>Online. Equivalent to a weekly three-hour course, available all-week.</del>   |
| Precluded Courses                 | CDNS 2511 and FINS 2511.  |
| Also listed as                    | FINS 2510.  |
| Piggybacked Courses               |   |
| Grade Mode                        | Standard Letter Grade   |
| Schedule Type                     | Discussion Group<br>Lecture<br><br>*May constitute a major modification under Carleton's IQAP. Please consult <a href="https://carleton.ca/viceprovost/major-minor-modifications/">https://carleton.ca/viceprovost/major-minor-modifications/</a> for more details. |
| Unpaid Placement                  | No  |
| Summary                           | To meet requirements of the new Minor in Quebec Studies we need to have both an online and in-class version of CDNS 2510. This change needs to be made effective for 2020-21 academic year due to staffing issues.  |
| Rationale for change              | To meet requirements of the new Minor in Quebec Studies we need to have both an online and in-class version of CDNS 2510. This change needs to be made effective for 2020-21 academic year due to staffing issues.  |
| Course reviewer comments          | <b>sarahcleary (02/21/20 4:41 pm):</b> Edited workflow - editorial change.  |

# Course Change Request

Date Submitted: 02/06/20 10:23 am

Viewing: **FINS 2510 : Introduction to Québec Society (English version)**

Last approved: 01/21/19 3:15 am

Last edit: 02/27/20 2:32 pm

Changes proposed by: mireillefournier

|  |   |
|--|---|
| Calendar Pages referencing this course | <a href="#">Canadian Studies</a><br><a href="#">Canadian Studies (CDNS)</a><br><a href="#">French</a><br><a href="#">French Interdisciplinary Studies (FINS)</a>  |
| Other Courses referencing this course  | <u>Also Listed As:</u><br><a href="#">CDNS 2510 : Introduction to Québec Society (English version)</a><br><a href="#">CDNS 2511 : Introduction à la société et à la culture québécoises (version française)</a><br><a href="#">FINS 2511 : Introduction à la société et à la culture québécoises (version française)</a><br><b>In the Precludes Credit Statement:</b><br><a href="#">CDNS 2511 : Introduction à la société et à la culture québécoises (version française)</a><br><a href="#">FINS 2511 : Introduction à la société et à la culture québécoises (version française)</a> |
| Programs referencing this course       | <a href="#">Electives-Canadian Studies UG</a><br><a href="#">Minor in Québec Studies</a>  |

## In Workflow

1. **FREN ChairDir UG**
2. **AS FCC**
3. **AS FBoard**
4. **PRE CalEditor**
5. Banner

## Approval Path

1. 02/06/20 10:27 am  
Randall Gess  
(randallgess): Approved for FREN ChairDir UG
2. 02/20/20 3:32 pm  
Peter Thompson  
(peterthompson): Approved for AS FCC
3. 02/20/20 3:33 pm  
Peter Thompson  
(peterthompson): Approved for AS FBoard

## History

1. Jun 11, 2014 by sandra
2. Jun 27, 2014 by danbegin
3. May 12, 2015 by Anshul Singh (anshulsingh)
4. Jan 21, 2019 by Mike Labreque (mikelabreque)

|                |  |
|----------------|--|
| Effective Date | 2020-21  |
| Workflow       | minormod   |
| Level          | Undergraduate                                    |
| Course Code    | FINS   |
| Course Number  | 2510   |
| Title          | Introduction to Québec Society (English version) |
| Title (short)  | Intro Quebec Society E                           |

|                                   |  |
|-----------------------------------|--|
| Faculty                           | Faculty of Arts and Social Sciences  |
| Academic Unit                     | Department of French   |
| Credit Value                      | 0.50   |
| Significant Experiential Learning | None   |
| Course Description                | This <del>online</del> course surveys geographical, historical, demographic, cultural, political and social developments in Québec, relations with English Canada and debates on identity and nationalism. This course is also offered in French as CDNS 2511/FINS 2511. |
| Prerequisite(s)                   | second-year standing or permission of the Department.  |
| Class Format                      | <b>Lectures/groups three hours a week.</b> <del>Offered online through CUOL. Equivalent to a weekly three-hour course, available all week.</del>   |
| Precluded Courses                 | CDNS 2511/FINS 2511.   |
| Also listed as                    | CDNS 2510.   |
| Piggybacked Courses               |  |
| Grade Mode                        | Standard Letter Grade  |
| Schedule Type                     | Discussion Group<br>Lecture<br><br>*May constitute a major modification under Carleton's IQAP. Please consult <a href="https://carleton.ca/viceprovost/major-minor-modifications/">https://carleton.ca/viceprovost/major-minor-modifications/</a> for more details.      |
| Unpaid Placement                  | No   |
| Summary                           | change to class format.  |
| Rationale for change              | to reflect changes to CDNS 2510.<br>P. Thompson approved.  |
| Course reviewer comments          | <b>sarahcleary (02/21/20 4:41 pm):</b> Edited workflow - editorial change.<br><b>sarahcleary (02/27/20 2:32 pm):</b> Removed the word 'online' from course description for consistency with CDNS 2510.   |

Key: 2295  
[Preview Bridge](#)  
[Why Did This Not Sync?](#)

[Preview Bridge](#)



# Program Change Request

Date Submitted: 11/13/19 2:43 pm

Viewing: **BIB-UBIB : Bachelor of International Business Honours**

Last approved: 03/21/19 8:44 am

Last edit: 02/28/20 10:24 am

Last modified by: sarahcleary

Changes proposed by: howardnemiroff

## In Workflow

1. BUSI ChairDir UG
2. BUS Dean
3. BUS FCC
4. BUS FBoard
5. PRE SCCASP
6. SCCASP
7. SQAPC
8. Senate
9. PRE CalEditor
10. CalEditor

## Approval Path

1. 08/29/19 11:32 am  
Howard Nemiroff  
(howardnemiroff):  
Rollback to Initiator
2. 11/26/19 12:42 pm  
Howard Nemiroff  
(howardnemiroff):  
Approved for BUSI  
ChairDir UG
3. 11/28/19 12:47 pm  
Howard Nemiroff  
(howardnemiroff):  
Approved for BUS Dean
4. 11/28/19 12:49 pm  
Howard Nemiroff  
(howardnemiroff):  
Approved for BUS FCC
5. 11/28/19 12:50 pm  
Howard Nemiroff  
(howardnemiroff):  
Approved for BUS FBoard
6. 01/17/20 4:26 pm  
Sarah Cleary  
(sarahcleary): Approved  
for PRE SCCASP
7. 01/23/20 4:04 pm  
Erika Strathearn  
(erikastrathearn):  
Approved for SCCASP
8. 02/12/20 10:41 am  
Christina Noja  
(christinanoja): Approved  
for SQAPC

## History

1. Mar 19, 2014 by sandra
2. Oct 28, 2014 by sandra
3. May 16, 2016 by Sandra Bauer (sandrabauer)
4. May 18, 2016 by Sandra Bauer (sandrabauer)
5. May 18, 2016 by Sandra Bauer (sandrabauer)
6. Jan 19, 2017 by Tiffany Douglas (tiffanydouglas)
7. Apr 3, 2017 by Sandra Bauer (sandrabauer)
8. Mar 21, 2019 by Caitlind Anderson (caitlindanderson)

Calendar Pages Using this  
Program

[Business](#)

|                |  |
|----------------|--|
| Effective Date | 2020-21                                    |
| Workflow       | majormod                                   |
| Program Code   | BIB-UBIB                                   |
| Level          | Undergraduate                              |
| Faculty        | Sprott School of Business                  |
| Academic Unit  | School of Business                         |
| Degree         | Bachelor of International Business         |
| Title          | Bachelor of International Business Honours |

## Program Requirements

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### Bachelor of International Business (Honours)

#### Program Requirements

The Bachelor of International Business (B.I.B.) program is characterized by the requirement that students spend third year in studies abroad.

Students in the B.I.B. program are required to specialize in one of the following languages: French, German, Japanese, Mandarin, or Spanish.

## Language Training Component

Students may select French, German, Japanese, Mandarin, or Spanish as their specialization language for study.

Applicants to the program interested in languages other than those listed above should contact the Eric Sprott School of Business Supervisor of Undergraduate Programs to verify if the preferred language option may have become available after the publication of this calendar.

All first year Bachelor of International Business students will be assessed for ability in their selected language by the relevant language unit and placed in the appropriate courses as authorized by the language unit, unless a student fully tests out of a language (see note 5 below).

Students with some ability in their selected language may be allowed to pursue studies in that language on the understanding that they will effect a significant improvement in their ability.

## The Year Abroad

The Year Abroad Requirement of the B.I.B. program is met by the successful completion of a minimum of 4.0 approved credits during the year of study abroad (this includes [BUSI 3700](#) Cross-cultural Communication), with a minimum of 1.0 credit taught in the chosen language for the program. The B.I.B. student will study at one of Carleton's approved Exchange partner institutions, as a full-time student on Exchange for one academic year. Students could alternatively complete the Year Abroad Requirement of the B.I.B program by two other means;

1) the successful completion of a minimum of 2.0 approved credits during the year of study abroad (this includes [BUSI 3700](#) Cross-cultural Communication), with a minimum of 0.5 credits taught in the chosen language for the program, along with a minimum 3 month pre-approved internship in that country.

OR

2) the successful completion of a minimum 6 month pre-approved internship in a country where that language is spoken.

Students who fully test out of one of the B.I.B. required languages will be eligible to spend their third year abroad in a country where one of Carleton's approved Exchange partner institutions exists. A student's country of origin is not an eligible country for their third year abroad unless approved by the School of Business.

In order to be eligible to study abroad in third year, students must be in *Good Standing* **at the time of application** and are required to have successfully completed a minimum ~~of~~ **9.0** credits:

The number of courses available in English in foreign schools may vary. Carleton credits commensurate to courses taken abroad will be determined by the Registrar's Office and awarded towards the student's degree.

Students are responsible for all traveling, living and incidental costs for fulfilling third-year requirements abroad. Tuition fees and compulsory miscellaneous fees will be paid to Carleton University according to Carleton University's fee structure. The student may be liable for compulsory miscellaneous fees assessed by the foreign institution, including possible fees for language courses.

A limited number of bursaries are available to offset costs. For details on how to apply for a bursary, contact the Awards Office.

## Bachelor of International Business Honours (20.0 credits)

A. Credits Included in the Major CGPA (12.5 credits)

**1. 1.5 credits in:**

1.5

|  |   |      |
|--|---|------|
| <a href="#">BUSI 1004</a> [0.5]  | Financial Accounting for Business Students                        |      |
| <a href="#">BUSI 1005</a> [0.5]  | Managerial Accounting for Business Students                       |      |
| <a href="#">BUSI 1701</a> [0.5]  | Introduction to International Business                            |      |
| <b>2. 2.0 credits in:</b>  |   | 2.0  |
| <a href="#">MATH 1009</a> [0.5]  | Calculus: with Applications to Business                           |      |
| <a href="#">ECON 1001</a> [0.5]  | Introduction to Microeconomics                                    |      |
| <a href="#">ECON 1002</a> [0.5]  | Introduction to Macroeconomics                                    |      |
| <a href="#">STAT 2606</a> [0.5]  | Business Statistics I   |      |
| <b>3. 3.0 credits in:</b>  |   | 3.0  |
| <a href="#">BUSI 2208</a> [0.5]  | Introduction to Marketing   |      |
| <a href="#">BUSI 2301</a> [0.5]  | Introduction to Operations Management                             |      |
| <a href="#">BUSI 2400</a> [0.5]  | Foundations of Information Systems                                |      |
| <a href="#">BUSI 2504</a> [0.5]  | Business Finance I  |      |
| <a href="#">BUSI 2702</a> [0.5]  | Introduction to International Management                          |      |
| <a href="#">BUSI 3700</a> [0.5]  | Cross-cultural Communication                                      |      |
| <b>4. 1.0 credit in (See Note 1, below):</b>   |   | 1.0  |
| <a href="#">BUSI 4705</a> [0.5]  | Ethics and Cross-cultural Interaction                             |      |
| <a href="#">BUSI 4709</a> [0.5]  | Strategic Management for International Business (See Note, below) |      |
| <b>5. 1.5 credits from (See Note 2, below):</b>  |   | 1.5  |
| <a href="#">BUSI 3703</a> [0.5]  | International and Comparative Management                          |      |
| <a href="#">BUSI 3704</a> [0.5]  | The Environment of International Business                         |      |
| <a href="#">BUSI 3706</a> [0.5]  | International Business Negotiations                               |      |
| <a href="#">BUSI 4707</a> [0.5]  | Regionalism and Globalization                                     |      |
| <a href="#">BUSI 4710</a> [0.5]  | International New Ventures  |      |
| <a href="#">BUSI 4717</a> [0.5]  | Managing Globalization in Emerging Economies                      |      |
| - An approved 3000-level or higher course in International Business taken during the year abroad at one of Carleton's approved exchange partner institutions |   |      |
| <b>6. 1.5 credits in (See Note 3, below):</b>  |   | 1.5  |
| BUSI/ECON at the 2000-level or above   |   |      |
| <b>7. 1.0 credit in:</b>   |   | 1.0  |
| BUSI at the 3000-level or above  |   |      |
| <b>8. 1.0 credits in BUSI at the 4000-level</b>  |   | 1.0  |
| B. Credits Included in the Core CGPA (4.0 credits)   |   |      |
| <b>9. 4.0 credits in one of French, German, Japanese, Mandarin, or Spanish</b>   |   | 4.0  |
| C. Credits Not Included in the Major or Core CGPA (3.5 credits):   |   |      |
| <b>10. 3.5 credits in free electives (see Note 4, below)</b>   |   | 3.5  |
| Total Credits  |   | 20.0 |

**Notes:**

- For **Item 4** above, [BUSI 4705](#) and [BUSI 4709](#) must be taken at the Sprott School of Business.
- For **Item 5** above:
  - Students **without a Concentration** must choose 2.5 credits from the list in Item 5.
  - Students in **Concentration in International Marketing and Trade** must choose [BUSI 3706](#), [BUSI 4707](#), and [BUSI 4717](#) from the list in Item 5.
  - Students in **Concentration in International Strategy and Human Resources Management** must choose [BUSI 3704](#), [BUSI 3706](#), and [BUSI 4717](#) from the list in Item 5.
  - Students in **Concentration in Global Financial Management and Systems** must choose [BUSI 3704](#), [BUSI 4707](#), and [BUSI 4717](#) from the list in Item 5.

3. For **Items 6, 7, and 8** above, students **without a Concentration** must satisfy these requirements:
  - a) 1.0 credit from all courses listed in Item 1 of all Concentrations
  - b) 1.0 credit from all courses listed in Item 2 of all Concentrations
  - c) 1.0 credit from all courses listed in Item 3 of all Concentrations
4. The following courses cannot be used as free electives toward the B.I.B. degree: [ESLA 1300](#), [ESLA 1500](#), any course at the 0000-level including MATH 0007 (no longer offered), [MATH 0107](#), and [MATH 0009](#).
5. For **Item 9** above, students who successfully test out of 4.0 credits in a language will choose an additional bundle of 4.0 elective credits approved by Sprott. Students who test out will not receive an APE on their CORE CGPA.

|                           |  |
|---------------------------|--|
| New Resources             | No New Resources   |
| Summary                   | revamp of BIB core   |
| Rationale for change      | Creating different options for students to access countries on exchange based on their language skills. Further, creating an opportunity for students to pursue internships while abroad (when feasible) builds on their job market skills. More opportunity to complete the year abroad   |
| Transition/Implementation | Fall 2020 start date, students will be grandfathered or allowed to COPE if it works in their favour  |
| Program reviewer comments | <b>howardnemiroff (08/29/19 11:32 am):</b> Rollback: add MATH 0009 to the no credit list<br><b>sarahcleary (12/02/19 9:54 am):</b> Formatted section 7 and 8.<br><b>christinanoja (02/03/20 11:47 am):</b> rationale updated as per H. Nemiroff for clarity<br><b>sarahcleary (02/28/20 10:24 am):</b> Added "at the time of application" to The Year Abroad section as per D. Nwakanma. |

DATE: March 20, 2020

TO: Senate

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

RE: 2020-21 Calendar Curriculum Proposals  
**Graduate & Undergraduate Major Modifications**

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### **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 2020-21 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 2 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 2020.

### **Major Modifications**

#### **1. Master of Applied Business Analytics**

SCCASP approval: March 3, 2020

SQAPC approval: March 5, 2020

#### **Senate Motion March 27, 2020**

**THAT** Senate approve the introduction of the of the Master of Applied Business Analytics and TIMG 5907 as presented with effect from Fall 2020.

#### **2. Master of Information Technology**

SCCASP approval: January 21, 2020  
SQAPC approval: March 19, 2020

**Senate Motion March 27, 2020**

**THAT** Senate approve the major modifications to the Master of Information Technology programs as presented with effect from Fall 2020.

DATE: March 20, 2020

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic)

RE: Dominican University College - Minor Modifications

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**Background**

As part of the affiliation agreement with the Dominican University College (DUC), and through Carleton's Institutional Quality Assurance Process (IQAP), covering also the academic, non-vocational degree programs of Dominican University College, Carleton University plays a role in curriculum and program review and approvals at Dominican University College.

Minor modifications approved by the Dominican University College's Academic Council are provided to Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic) for information; please see attached IQAP Appendix 4b for a flow chart of the process.

The Office of the Vice-Provost and Associate Vice-President (Academic) is in receipt of the approved course changes as provided in the attached documents.

The Dominican University College 2020-2021 course changes are being provided to Senate for information.



DATE: March 20, 2020

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic)

RE: Dominican University College – Major Modification 2020-2021

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**Background**

As part of the affiliation agreement with the Dominican University College (DUC), and through Carleton's Institutional Quality Assurance Process (IQAP), covering also the academic, non-vocational degree programs of Dominican University College, Carleton University plays a role in curriculum and program review and approvals at Dominican University College.

Major modifications approved by the Dominican University College's Academic Council are provided to Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic); please see attached IQAP Appendix 3b for a flow chart of the process.

The Office of the Vice-Provost and Associate Vice-President (Academic) forwarded the information to The Senate Quality Assurance and Planning Committee who reviewed and approved the changes on March 19, 2020. The committee therefore recommends that senate ratify the outcome of the quality assurance process.

**Senate Motion:**

**That Senate ratify the outcome of the quality assurance process for the major modifications to DTHI/DPHY & DTHI/DTHY 4005.**



## MEMORANDUM

### From the Senate Academic Governance Committee

From: Clerk of Senate  
To: Senate  
Date: March 27, 2020  
Subject: Revisions to *Constitution of the Carleton Academic Student Government* (CASG)

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#### **Introduction:**

The *Senate Academic Governance Committee* (SAGC) is the Senate Committee empowered to review the Constitution of the *Carleton Academic Student Government* (CASG), any revisions to which must be approved by Senate. SAGC was approached by CASG with a series of proposed revisions which had been passed by CASG Council on January 27, 2020. SAGC then thoroughly reviewed these changes at our meeting of February 14, 2020. As a result, CASG then made further revisions to the proposed changes. These were approved at the CASG Council meeting on February 24, 2020. SAGC is recommending approval of the changes to the CASG Constitution as presented in the attached documentation.

#### **Motion for Senate Approval:**

THAT Senate approve the changes to the Constitution of the *Carleton Academic Student Government* (CASG), as presented.

## Constitution of the Carleton Academic Student Government



Passed: 1969

Major Amendments:

**1981 (Carl Gillis):** Amended to current form

**2008 (Andrew Monkhouse):** Major update, change of name and constitution held by Senate.

**2018 (Emily Grant):** Modernization of constitutional language, devolution of powers to Council, greater emphasis on executive transparency, and prioritization of financial support for students.

## ARTICLE I: THE ORGANIZATION

- 1.1 The organization shall be known as the "Carleton Academic Student Government"
- 1.2 Carleton Academic Student Government shall operate within the system of Academic Governance of the University (AGU) defined by the Senate of Carleton University
- 1.3 The Carleton Academic Student Government shall act as the representative body of undergraduate students for academic issues at Carleton University

1.4 The term "CASG" may be used in this document to refer to the organization

4-41.5 CASG shall be accredited as a student organization by the Senate of Carleton University.

4-51.6 The term Constitution herein stated shall refer to the CASG Constitution

4-61.7 CASG has previously operated under other names and is bound by all agreements and references to the following terms:

- a) New University Government Student Caucus
- b) New University Government
- c) NUG
- d) Carleton Student Government
- e) CSG

## ARTICLE II: MISSION AIMS

1.1 MissionAims of CASG

- a) To respond to issues affecting the quality and administration of education at Carleton University.
- b) To promote and protect an individual's right to academic freedom at Carleton University.
- c) To promote full and part-time student participation and interest in academic issues at Carleton University.
- d) To coordinate student participation in University affairs, the Senate, and its committees through the AGU system.
- e) To maintain reasonable dialogue with other councils and boards at Carleton University.

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- f) To promote and assist in maintaining an academic environment free of prejudice, exploitation, or abuse in accordance with Carleton's Human Rights Policies and Procedures.
- g) To provide assistance for student-led initiatives.
- h) To foster academic excellence through the administration of student scholarship awards.

### ARTICLE III: MEMBERSHIP

#### 1.1 Membership shall be:

- a) All students registered in undergraduate ~~Bachelors~~-programs or taking undergraduate courses at Carleton University;
- ~~b) All other Carleton students taking courses who are not paying fees to the Graduate Students Association.~~

### ARTICLE IV: COUNCIL

#### ~~1.0~~ Authority

#### ~~1.1~~ The CASG Council shall maintain sole authority of its Bylaws, policies and composition.

#### ~~1.2~~ CASG shall be accredited as a student organization by the Senate of Carleton University.

#### ~~1.3~~ The CASG Constitution shall be a document of the Senate of Carleton University, amendable by a referendum of all students or by the request of CASG Council as outlined in Article V.

#### ~~2-01.0~~ Composition

#### ~~2-41.1~~ The Composition of CASG Council shall be defined by the AGU and CASG Bylaws, ~~but must include the following members:~~

- ~~a) The CASG President;~~
- ~~b) All CASG Vice Presidents and Faculty Coordinators as outlined in the CASG bylaws and elected according to CASG policies;~~
- ~~c) A representative from the Carleton University Students' Association selected by the president of the Carleton University Students' Association;~~
- ~~d) A representative from Carleton Graduate Students' Association selected by the president of the Graduate Students' Association;~~
- ~~e) A representative from Rideau River Residence Association selected by the president of the Rideau River Residence Association;~~

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~~f) A representative from the Carleton Alumni Association selected by the president of the Carleton Alumni Association;~~

~~g) A representative from the Carleton Administration selected by the president of Carleton University;~~

~~h) All Academic Student Government Representatives as defined in the AGU document.~~

### 3-02.0 Terms of Office for CASG Council Members

~~3-42.1~~ A Council member's term begins on the first day after the CASG election and ends on the first day after the completion of the CASG election the following year.

~~3-22.2~~ Each Council member is required to attend or send regrets to ~~at least one of every two~~ all Council meetings.

~~3-32.3~~ A Council member may be removed from Council by a vote of two-thirds (2/3) of all Council members present and voting at a meeting at which quorum has been established.

### 4-03.0 The President of CASG (President)

~~4-43.1~~ The President shall be responsible for the productive operation of the CASG Council and CASG Council Staff.

~~4-23.2~~ The President shall keep an accurate and up-to-date record of all Council resolutions.

~~4-33.3~~ The President shall attempt to ensure all members of the Council have full knowledge of all background information relevant to their discussion at the meetings.

~~4-43.4~~ The President shall ensure the election of Vice-Presidents ~~and Faculty Coordinators~~ by CASG Council and the hiring of all other CASG Council Staff.

~~4-53.5~~ The President shall report to Senate the activities of CASG and to the Board of Governors the financial expenditures of CASG.

~~4-63.6~~ The President shall serve as the organization's primary representative on student government bodies wherein CASG maintains ex-officio representation and must delegate a Vice-President or Faculty Coordinator to represent CASG at meetings in which the President is unable to attend.

~~4-73.7~~ The President shall be elected from CASG Council for a one-year term in accordance with the CASG Electoral Code.

### 5-04.0 Elections

~~5.44.1~~ Elections for President, Vice-President, Faculty Coordinator, and Academic Student Government Representative positions shall be administered through an electoral code established under Article VII of the Constitution.

#### 6-05.0 Meetings

~~6-45.1~~ All Council meetings shall be convened by the President no less than three times each semester.

~~6-25.2~~ Regular Council meetings shall be called with a minimum of two weeks notice to members:

~~6-35.3~~ Emergency Council meetings may be called on three business days notice by a petition of ten Council members.

~~6-45.4~~ The quorum of CASG Council meetings shall be defined within the CASG Bylaws.

~~6-55.5~~ Council meetings shall be open to all students, officers of the University, and invited guests, unless closed by a two-thirds majority vote of those CASG Council Members present, in which case only CASG Council Members and those guests invited by Council or Executive Committee to attend the closed session may be present.

~~6-65.6~~ Only CASG Council members may vote at Council meetings.

~~6-75.7~~ Should a conflict of interest arise, the affected member shall declare that a conflict of interest exists and abstain from voting on the question.

~~6-85.8~~ CASG Council meetings shall follow Carleton Senate rules of order except where altered by the constitution, bylaws, or policies of CASG.

### **ARTICLE V: AMENDMENTS TO THE CONSTITUTION**

#### 1.0 Authority

- 1.1 Students shall have the power to enact amendments to the Constitution by referendum.
- 1.2 CASG Council shall have the power to enact amendments to the Constitution by a two-thirds (2/3) majority vote which must be approved by Senate.
- 1.3 Amendments to the Constitution shall have full force of the Constitution and shall take precedence over any Bylaws or policies adopted by CASG Council.

#### 2.0 Proposal of Amendments

- 2.1 Any student of Carleton University may propose an amendment to the Constitution at any meeting of the CASG Council, subject to Article V, Section 1.0.

2.2 In the event that Council fails to ~~ratify enact~~ the proposed amendment, a petition signed by at least one-twentieth of students of Carleton University shall require Council to consider the proposed amendment as worded in the petition; within two meetings of Council. Should Council fail to ~~ratifyenact~~ the amendment as worded in the petition, the amendment shall be submitted to a referendum to be held no less than three (3) weeks and no more than eight (8) weeks after the receipt of the petition at a meeting of Council.

2.3 Council may, by a majority vote of all members of Council, submit any proposed constitutional amendment to referendum.

### 3.0 Ratification Enactment by Referendum

3.1 All undergraduate students shall be eligible to vote in any referendum with regards to amendments of the Constitution.

3.2 An amendment shall be ~~ratifiedenacted~~ by referendum, provided that a simple majority of those voting in the referendum vote in favour of the amendment and that over one-twentieth (1/20) of all eligible voters cast ballots in the referendum.

3.2.3 If the referendum is success in proposing an amendment, Council will then have to present the amendment of the Constitution to Senate

### 4.0 Enactmentent by SenateCouncil through CouncilSenate

4.1 An amendment to the Constitution may be recommended to the Senate of Carleton at a meeting of members present and voting at Council by a two-thirds majority of members present and voting at Council, provided that the wording of the amendment was distributed to CASG Council no less than 7 days (168 hours) before the beginning of the meeting to which it is being voted upon.

4.2 Changes will take effect after the ratification of the constitution by the Senate of Carleton University.

### 5.0 Summary

5.1 The CASG Constitution shall be a document of the Senate of Carleton University, amendable by a referendum of all students or by the request of CASG Council as outlined in Article V.

4.2

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## ARTICLE VI: BYLAWS

### 1.0 Authority

1.1 Council shall have the power to enact Bylaws.

1.2 The Bylaws shall take precedence over any and all rules, regulations, or policies enacted by Council except for any provisions of the Constitution.



1.3 Any Bylaw motion approved by Council may be overturned by a two-thirds majority of the Senate if the spirit of the motion is deemed to be in violation of the AGU or Article II of the CASG Constitution.

## 2.0 Enactment

2.1 A Bylaw may be enacted at a meeting of Council by a two-thirds majority of all Council members, provided that the wording of the Bylaw was distributed to CASG Council no less than 5 ~~full business days~~~~days~~ ~~(120 hours)~~ before the beginning of the meeting to which it is being voted upon.

~~2.2~~ A Bylaw shall be effective immediately upon enactment by Council, unless outlined otherwise.

2.2

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## 3.0 Amendments to Bylaws

3.1 Amendments to Bylaws shall be enacted in the same manner as Bylaws are enacted.

## ARTICLE VII: POLICY

### ~~1.0~~ Authority

1.0

~~1.1 All Policies shall be created by the power outlined in the Bylaws and be in accordance with the governing documents.~~

~~1.1 CASG Council shall have the authority to enact policies.~~

~~1.2 Policies shall not conflict with, or attempt to vary, any provision of this Constitution, or any Bylaw of CASG.~~

~~1.3 Policy is hereby defined as direction given to the President and Council staff on how to conduct business of Council and/or as to what public position will be adopted by the President and Council staff on any academic matter the Council deems appropriate.~~

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### ~~2.0~~ Enactment

~~2.1 The Bylaws of CASG shall be responsible for the following matters pertaining to the administration of CASG policies:~~

~~a) Enactment;~~

~~b) Amendment, proper notice, and repeal;~~

~~c) Compendium of Policies;~~

d) ~~Review; and~~

e) ~~Operation and Suspension of policies in force.~~

### ~~3.0 Senate vote of policies adopted by CASG Council~~

~~3.1 Any policy motion approved by Council may be overturned by a two-thirds majority of the Senate if the spirit of the motion is deemed to be in violation of the AGU or Article II of the CASG Constitution.~~

### ~~4.0 Review~~

~~4.1 Council, at the beginning of its term shall mandate an appropriate committee to review Council Policies for the purpose of determining whether such policies are relevant, workable, and consistent.~~

~~4.2 This committee shall make recommendation to Council in a reasonable time.~~

~~4.3 Council may enact the recommendations of this committee by a majority vote of all members of Council, present and voting, providing that all CASG Council members have been notified of the recommendations seven days prior to the Council meeting.~~

### ~~5.0 Operation~~

~~5.1 Council may authorize specific exceptions to or unique suspensions of a policy by a two-thirds vote of those present and voting upon meeting's notice, provided that such exception or suspension does not conflict with or attempt to vary any provision of CASG Council Constitution, CASG Council Bylaws, or the AGU Document.~~

## ARTICLE VIII: TERMS OF DISSOLUTION

### 1.0 Dissolution

1.1 CASG may be dissolved by a referendum held in the same manner as set out for a constitutional amendment in section 3.0 of Article V above.

1.2 CASG will also automatically be dissolved should Council ever receive notice from the Senate of Carleton University that it is no longer accredited as a Carleton student organization.

1.3 Should a referendum pass favoring the dissolution of CASG, the task of electing and coordinating student representation as well as assets of CASG shall be transferred to the Senate Office of Carleton University immediately.

| Location of Change       | Original Text  | New Text   | Justification  |
|--------------------------|--|--|--|
| Entire document          | "Faculty Coordinators"   |  | Ensuring flexibility in changing the positions           |
| Article II               | "CASG Aims"  | "CASG Mission"   | Stylistic change   |
| Article III, Section 1.a | "All students registered in Bachelors programs or taking courses at Carleton University;"                  | "All students registered in undergraduate programs or taking undergraduate classes at Carleton University" | Clarity and consistency                                  |
| Article III Section 1.b  | "All other Carleton students taking courses who are not paying fees to the Graduate Students Association." |  | Irrelevant, not required as section 1.a covers everyone. |
| Article IV, Section 1.1  | "The CASG Council shall maintain sole authority of its Bylaws, policies and composition."                  |  | That is implied, also wrong.                             |
|                          | "CASG shall be accredited as a student organization by the Senate of Carleton University."                 | "CASG shall be accredited as a student organization by the Senate of Carleton University."                 | Fits better under Article I                              |

|   |   |   |  |
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| Article IV,<br>Section 1.3<br>moved to<br>Article V 5.0 | “The CASG Constitution shall be a document of the Senate of Carleton University, amendable by a referendum of all students or by the request of CASG Council as outlined in Article V.” | “The CASG Constitution shall be a document of the Senate of Carleton University, amendable by the Carleton University Senate on recommendation by referendum of all undergraduate students or by the request of CASG Council as outlined in Article V.” | Better suited under another article and clarity of undergraduate students. |
|---|---|---|--|

|                                    |   |   |  |
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| <p>Article IV,<br/>Section 2.1</p> | <p>The Composition of CASG Council shall be defined by the AGU and CASG Bylaws, but must include the following members;<br/>The CASG President;<br/>All CASG Vice Presidents and Faculty Coordinators as outlined in the CASG bylaws and elected according to CASG policies;<br/>A representative from the Carleton University Students' Association selected by the president of the Carleton University Students' Association;<br/>A representative from Carleton Graduate Students' Association selected by the president of the Graduate Students' Association;<br/>A representative from Rideau River Residence Association selected by the president of the Rideau River Residence Association;<br/>A representative from the Carleton Alumni Association selected by the president of the Carleton Alumni Association;<br/>A representative from the Carleton Administration selected by the president of Carleton University;<br/>All Academic Student Government Representatives as defined in the AGU document.</p> | <p>The Composition of CASG Council shall be defined by the AGU and CASG Bylaws.</p> | <p>Outlined in the Bylaws, removing duplicates and allowing flexibility in Council</p> |
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|                                    |  |   |   |
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| Article IV,<br>Section 3.2         | “Each Council member is required to attend or send regrets to at least one of every two Council meetings.”   | “Each Council member is required to attend or send regrets to all Council meetings.”  | Creating more accountability  |
| Article IV,<br>Section 6.5         | “Council meetings shall be open to all students, officers of the University, and invited guests, unless closed by a two-thirds majority vote of those CASG Council Members present, in which case only CASG Council Members and those guests invited by Council to attend the closed session may be present.”  | “Council meetings shall be open to all students, officers of the University, and invited guests, unless closed by a two-thirds majority vote of those CASG Council Members present, in which case only CASG Council Members and those guests invited by Council or Executive Committee to attend the closed session may be present.”  | Allowing guests invited by Executive to remain in closed session if permitted.  |
| Article V,<br>Section 2.2          | “In the event that Council fails to enact the proposed amendment, a petition signed by at least one-twentieth of students of Carleton University shall require Council to consider the proposed amendment as worded in the petition; within two meetings of Council. Should Council fail to enact the amendment as worded in the petition, the amendment shall be submitted to a referendum to be held no less than three (3) weeks and no more than eight (8) weeks after the receipt of the petition at a meeting of Council.” | “In the event that Council fails to ratify the proposed amendment, a petition signed by at least one-twentieth of undergraduate students of Carleton University shall require Council to consider the proposed amendment as worded in the petition within two meetings of Council. Should Council fail to ratify the amendment as worded in the petition, the amendment shall be submitted to a referendum to be held no less than three (3) weeks and no more than eight (8) weeks after the receipt of the petition at a meeting of Council.” | Ensuring only undergraduate students can vote in a referendum, and only undergraduates are required for signatures<br><br>Using proper terminology like ratify instead of enact, since Senate enacts. |
| Article V,<br>Section 3.0 &<br>4.0 | “Enactment by Referendum”<br>“Enactment by Council through Senate”   | “Ratification by Referendum”<br>“Enactment by Senate through Council”   | Better terms used for legality.   |

|                            |   |   |   |
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| Article V,<br>Section 3.1  | “All students shall be eligible to vote in any referendum with regards to amendments of the Constitution.”  | “All undergraduate students shall be eligible to vote in any referendum with regards to amendments of the Constitution.   | Clarity in who can vote                                 |
| Article V,<br>Section 3.3  |   | “If the referendum is success in proposing an amendment, Council will then have to present the amendment of the Constitution to Senate.”  | Clarifies who presents the changes to the Senate.       |
| Article V,<br>Section 3.2  | “An amendment shall be enacted by referendum, provided that a simple majority of those voting in the referendum vote in favour of the amendment and that over one-twentieth (1/20) of all eligible voters cast ballots in the referendum”                                     | “An amendment shall be ratified by referendum, provided that a simple majority of those voting in the referendum vote in favour of the amendment and that over one-twentieth (1/20) of all eligible voters cast ballots in the referendum”                                      | Terminology   |
| Article VI,<br>Section 2.1 | “A Bylaw may be enacted at a meeting of Council by a two-thirds majority of all Council members, provided that the wording of the Bylaw was distributed to CASG Council no less than 5 days (120 hours) before the beginning of the meeting to which it is being voted upon.” | “A Bylaw may be enacted at a meeting of Council by a two-thirds majority of all Council members, provided that the wording of the Bylaw was distributed to CASG Council no less than 5 full business days before the beginning of the meeting to which it is being voted upon.” | Ensuring longer times to accommodate students schedules |

|                            |   |  |   |
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| Article VI,<br>Section 2.2 | “A Bylaw shall be effective immediately upon enactment by Council.” | “A Bylaw shall be effective immediately upon enactment by Council, unless outlined otherwise.” | Allowing flexibility in policy creation |
|----------------------------|---|--|---|



## Article VII

### “Authority

CASG Council shall have the authority to enact policies.

Policies shall not conflict with, or attempt to vary, any provision of this Constitution, or any Bylaw of CASG.

Policy is hereby defined as direction given to the President and Council staff on how to conduct business of Council and/or as to what public position will be adopted by the President and Council staff on any academic matter the Council deems appropriate.

### Enactment

The Bylaws of CASG shall be responsible for the following matters pertaining to the administration of CASG policies:

Enactment; Amendment, proper notice, and repeal; Compendium of Policies; Review; and Operation and Suspension of policies in force.

### Senate veto of policies adopted by CASG Council

Any policy motion approved by Council may be overturned by a two-thirds majority of the Senate if the spirit of the motion is deemed to be in violation of the AGU or Article II of the CASG Constitution.

### Review

Council, at the beginning of its term shall mandate an appropriate committee to review Council Policies for the purpose of determining whether such policies are relevant, workable, and consistent.

This committee shall make recommendation to Council in a reasonable time.

Council may enact the recommendations of this committee by a majority vote of all members of Council, present and voting, providing that all CASG Council members have been notified of the recommendations seven days prior to the Council meeting.

### Operation

Council may authorize specific exceptions to or unique suspensions of a policy by a two-thirds vote of those present and voting upon meeting's notice, provided that such exception or suspension does not conflict with or attempt to vary any provision of CASG Council Constitution, CASG Council Bylaws, or the AGU Document.”

“All Policies shall be created by the powers outlined in the Bylaws and be in accordance with the governing documents.”

Removing duplicates and extending all power to the bylaws to create policy.



Senate Executive Committee  
February 18, 2020  
11:00 am in 503S Tory Building

**MINUTES**

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

**Regrets:** A. Ahmad, A. Bowker H. Gupta

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1. **Welcome:** The meeting began at 11:03 am. The agenda was approved by consensus.
2. **Approval of the Minutes: January 21, 2020**  
The minutes of the Senate Executive Committee meeting on January 21<sup>st</sup> were approved by consensus.
3. **Approval of Senate agenda: February 28, 2020**  
The Senate agenda for February 28, 2020 was approved by consensus with two small changes to Items 8 and 9 in the Open Session.
4. **Review of Senate Minutes (January 31, 2020)**  
There was no discussion.
5. **Other Business**  
There was none.
6. **Adjournment** - The meeting was adjourned at 11:27 am.

## UNIVERSITY COMMITTEE MEMBERSHIP REPORT

### UNIVERSITY PROMOTIONS COMMITTEE 2019-20

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. Daniel Siddiqi, Full Professor, School of Linguistics & Applied Language
2. Jennifer Evans, Full Professor, Department of History

#### FED: (2 positions)

1. Tarik Kaya, Full Professor, Department of Mechanical & Aerospace Engineering
2. George Hadjisophocleous, Full Professor, Department of Civil & Environmental Engineering

#### FPA: (2 positions)

1. Dawn Moore, Full Professor, Department of Law & Legal Studies
2. Karim Karim, Full Professor, School of Journalism and Communication

#### Sprott: (1 position)

1. Uma Kumar, 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 28, 2019 (Updated)  
**Subject:** **Call for Nominations: Faculty members for *University Promotions Committee***

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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](mailto:kathy.mckinley@carleton.ca)) **on or before November 8, 2019**. 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 during the week of April 6-9, 2020.

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.

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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

[Kathy.mckinley@carleton.ca](mailto:Kathy.mckinley@carleton.ca)

## **UNIVERSITY COMMITTEE MEMBERSHIP REPORT**

### **TENURE AND PROMOTIONS APPEAL COMMITTEE 2019-20**

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)**

- Ram Achar, Full Professor, Department of Electronics
- Amir Banihashemi, Full Professor, Department of Systems and Computer Engineering

#### **FASS (2)**

- Joanna Pozzulo Full Professor, Department of Psychology
- Janice Schroeder, Associate Professor, Department of English Language & Literature

#### **Science (2)**

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

#### **Sprott (2)**

- Uma Kumar, Full Professor, Sprott School of Business
- Alan Cai, Full Professor, Sprott School of Business

#### **FPA (2)**

- Jonathan Malloy, 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 28, 2019 (Updated)  
**Subject:** **Call for Nominations: Faculty members for *Tenure and Promotions Appeal Committee***

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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](mailto:kathy.mckinley@carleton.ca)) **on or before November 8, 2019**. 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.

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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