



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 31, 2017 at 2:00 p.m.
Senate Room, 608 Robertson Hall**

MINUTES

Present: F. Afagh, S. Ajila, A. Arya, A. Bellerive, S. Blanchard, A. Bowker, D. Buss, L. Callaghan, C. Carruthers, A. Chandler, A. Christianson, W. Clement, J. Coghill, J. Dalphy, J. Debanné, D. Deugo, C. Duff, M. Esponda, T. Garvey, R. Gorelick, N. Grasse, R. Hoey, W. Horn, B. Hughes, O. Javanpour, W. Jones, E. Kwan, E. Lai, A. Loiselle, M. Martinov, C. Miller, H. Nemiroff, M. Neufang, B. Örmeci, D. Owusu-Akyeeah, C. Parrott, J. Paulson, M. Pelletier, M. Piché, A. Plourde, P. Ricketts, R. Runte, D. Russell, J. Shepherd, E. Sloan, C. Smelser, J. Smith, M. Sucharov, S. Sur, N. Tait, S. Taylor, J. Tomberlin, P. Watzlawik-Li, C. Wong.

Regrets: F. Alhattab, K. Bashir, M. Butler, C. Chi, C. Cruickshank, A. Diptee, A. Dodge, M. El-Tanany, K. Evans, W. Felepchuk, C. Feres, S. Field, C. Fong, A. Forth, P. Gentile, R. Goubran, J. Hayes, F. Hosseinian, D. Howe, K. Karim, D. Long, A. Maheshwari, J. Miller, K. O'Meara, J. Stoner, P. Thompson, F. Webster, J. Wolfart, P. Wolff.

Open Session:

1. Welcome

The Chair welcomed everyone to the open session.

2. Approval of Agenda (open)

It was **MOVED** (R. Hoey, C. Fong) that Senate approve the agenda of the meeting of March 31, 2017.

The motion **PASSED UNANIMOUSLY**.

3. Approval of Minutes:

a) February 17, 2017 (OPEN)

It was **MOVED** (J. Tomberlin, W. Jones) that Senate approve the minutes of the meeting of February 17, 2017.

The motion **PASSED**.

4. Chair's Remarks

The President provided an update on the Strategic Mandate Agreement (SMA) process. We have met with the provincial representatives to continue negotiations. There have been no funding numbers set yet. We will likely be encouraged to continue to increase our economic efficiency. The province is focused on high impact teaching and experiential learning. However, funding will not be tied to these metrics unless they are part of the curriculum, course outline, and the department's goals and vision. New funding will be available for coop and coop-like programs. It will be based on the number of students in coop, rather than the number of coop programs. Senate discussed many specific situations. Guest speakers, field trips, and lab work won't be enough to meet the government's requirements for additional funding. Job shadowing and supervised on-campus employment may meet the standard, as long as it is part of the course. S. Blanchard will continue to look at definitions of coop and ways of implementing processes to meet the government's regulations. The government has not yet determined the requirements for coop designation on degrees. Carleton is bound by our local economy and businesses available to hire coops. The President suggested mini-coops (month long projects) as one method. Businesses can hire student coops for short-term project-specific coops. Students would do several of these and they would add up to receive coop designation. We must be creative with the opportunities for coop experiences. Our students do mentoring, volunteering, and other unpaid work that contributes to their co-curricular record. We need to look into any options of tying the co-curricular record to experiential learning. The President stated that currently our budget has \$13M for experiential learning but this may change in future budgets. We must deliver the learning in a new process but not necessarily change the content. The President spoke to the government about additional funding for infrastructure to support coop learning.

5. Senate Administration (Clerk):

a) Policy on Proxy

D. Russell reminded Senators that ex-officio members may appoint a proxy to attend and vote in their place, if they are unable to attend. The proxy must sign-in with the Clerk and will receive a proxy voting card. The by-laws state that members of Senate that are not ex-officio are not able to send proxies. The Clerk stated that the Governance Committee is examining the use of proxies for elected and non-elected members.

b) Faculty Representatives to Senate

D. Russell stated that seven of the 17 vacancies have been filled. The Senate Office will continue to work with the Deans to fill the vacancies. The Governance committee has discussed the Financial Review Committee's terms of reference and the revisions will be brought to April's Senate meeting. The Clerk also stated that there was one hiring that occurred outside of the standard policy. It was announced that the June 23rd Senate meeting is now at **10:00 a.m.**, not 2:00 p.m.

It was **MOVED** (P. Ricketts, S. Sur) that D. Russell be appointed as the Senate representative on the CUSA Award Committee.

The motion **PASSED UNANIMOUSLY**.

6. Faculty and Contract Instructors: Percent Female¹ (P. Ricketts)

P. Ricketts provided an update on a presentation he originally provided to Senate two years ago. There is an error on one slide and a corrected version of the presentation will be distributed to Senators next week. P. Ricketts stated that the main change is an increase in the number of female assistant professors and full professors. The majority of contractor instructors are female. The Faculty of Engineering continues to have challenges in gender equity. The benchmark for female faculty in Canada is 39%. This is based on the rate of female doctoral graduates. Overall, Carleton is at 35%, but in the last two years we have increased our percentage of female faculty.

Senate discussed many issues. Our institutional goal is to reach the federal benchmark of 39%. Many Senators stated that 39% is too low and that we should strive to exceed the benchmark. Gender disparity of salaries was examined by CUASA last year and found no discrepancy on gender at Carleton. The goal is to increase female hires in areas where we are historically low. Our current efforts are to increase the number of eligible female applicants. We also have a policy that all hiring committees must have at least one female and one male member, even if these people must be found beyond the hiring department.

It was suggested that hiring should be done in silos but in an interdisciplinary method with gender equity on hiring committees. One barrier to hiring is the time it takes to provide an offer. With international competition we must be fast to complete the hiring process. If other Canadian universities are reaching or exceeding the benchmark, we must identify the reasons why Carleton isn't. Our SMA should include faculty gender equity of 50%. It was requested that Senate receive a presentation on the employment salary for each level of faculty in each Faculty.

¹ Faculty self-identified gender as male or female.

7. Committee Reports:

a) SAPC (P. Ricketts)

It was **MOVED** (J. Shepherd, W. Clement) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate and graduate programs in Geography and Environmental Studies.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (P. Ricketts, A. Plourde) that Senate approve the proposed Bachelor of Media Production and Design to commence with effect from Fall 2018.

The motion **PASSED UNANIMOUSLY**.

P. Ricketts stated that this now completes all the programs in the Strategic Mandate Agreement.

b) SCCASP (H. Nemiroff)

It was **MOVED** (H. Nemiroff, J. Shepherd) that Senate approve the proposed Senate Policy on Laddered Credentials, effective September 2018.

The motion **PASSED UNANIMOUSLY**.

H. Nemiroff stated that this policy affects all courses that have credentials, regardless of the method of delivery.

It was **MOVED** (H. Nemiroff, S. Blanchard) that Senate approve the proposed Senate Policy on Accommodation for Student Activities, effective the 16-17 calendar. It recognizes formally for athletic and academic competition accommodation.

The motion **PASSED UNANIMOUSLY**.

H. Nemiroff stated that the policy should be followed for all competitions.

It was **MOVED** (H. Nemiroff, S. Blanchard) that Senate approve the proposed University Calendar Disclaimer Statement, effective the 17-18 calendar.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (H. Nemiroff, P. Ricketts) that Senate approve revisions of the Academic Integrity Policy, as presented, effective the 16-17 calendar.

The motion **PASSED UNANIMOUSLY**.

H. Nemiroff stated the content of the policy is not changing, but all references to “student affairs” is changing to “registrar’s office”.

It was **MOVED** (H. Nemiroff, R. Hoey) that Senate approve revisions to the University Regulation, section 2.5, as presented, effective the 16-17 calendar. Now including early departure for deferred final exams as for usual final exams.

The motion **PASSED UNANIMOUSLY**.

8. Reports for Information:

a) Senate Executive: February 7, 2017

There were no questions.

b) Board of Governors: February 2, 2017

C. Carruthers congratulated R. Runte on her new appointment and thanked her for her many accomplishments as President of Carleton. C. Carruthers reported that the Board is focused on interim leadership and establishing the Presidential Search Committee. This committee will include representatives of Senate and will meet frequently for about 12-16 months. The Board will provide an on-going online communication strategy on the search process. D. Russell stated that the call for the Senate representatives will be distributed next week and completed by the April Senate meeting.

c) Dominican University College

J. Shepherd stated that Dominican University College's Academic Council approved minor modifications. As part of our affiliation agreement these course changes are provided to Senate for information.

9. Other Business and Adjournment

There was none.

The Chair adjourned the meeting at 4:10 p.m.