



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 September 29, 2017 at 2:00 p.m.
Senate Room, 608 Robertson Hall**

MINUTES

Present: F. Afagh, S. Ajila, A. Arya, A. Barclay, S. Blanchard, A. Bowker, W. Clement, J. Coghill, D. Deugo, C. Dion, A. Dodge, L. Dyke, J. Erochko, K. Evans, P. Farrell, P. Rankin (proxy for R. Goubran), E. Grant, N. Grasse, P. Gunupudi, B. Hallgrimsson, A. Hassan, W. Horn, F. Hosseinian, B. Hughes, O. Javanpour, W. Jones, C. Joslin, P. Lagasse, J. Liu, K. Lumsden, A. Maheshwari, Z. Masjedee, C. Miller, H. Nemiroff, M. Neufang, J. Paulson, A. Plourde, D. Russell, L. Schweitzer, A. Shotwell, D. Siddiqi, E. Sloan, J. Smith, P. Smith, A. Summerlee, S. Taylor, J. Tomberlin, P. Watzlawik-Li, J. Wolfart, C. Young, D. Zachrisson

Regrets: A. Bellerive, D. Buss, L. Callaghan, A. Chandler, C. Chi, J. Debanne, C. Dogan, M. Esponda, J. Green, J. Hayes, E. Hitsman, D. Howe, J. Kovalio, E. Kwan, D. Long, B. McPherson, J. Miller, M. Piche, Z. Parkkari, J. Ramasubramanyam, J. Stoner, S. Sur, C. Viju

Open Session:

1. Welcome

After brief introductory remarks from the Chair, each Senator introduced him/herself to the group, to welcome new members.

2. Approval of Agenda (open)

It was **MOVED** (S. Taylor, C. Miller) that Senate approve the agenda of the meeting of September 29, 2017.

The motion **PASSED**.

3. Approval of Minutes

It was **MOVED** (J. Tomberlin, C. Miller) that Senate approve the minutes of the Senate meeting on June 2, 2017, as presented.

The motion **PASSED**.

It was **MOVED** (J. Ramasubramanyam, S. Taylor) that Senate approve the minutes of the Email motion on September 13, 2017, as presented.

The motion **PASSED**.

4. Question Period (Chair)

The Chair spoke to the return of this agenda item for Senate. The Chair wishes to promote the principles of openness and transparency in Senate and that Senators should be allowed to engage in discussion in ways that respect the views of individual Senators.

J. Paulson asked to be able to speak to the Senate body to clarify the principles behind the Point of Order that he had raised regarding the Email motion of September 12 -13. The Chair consented, but remarked that there would be opportunities to discuss these issues at a later meeting of Senate, once the Governance Committee had reviewed the issue. Senator Paulson informed Senate of his concerns regarding the processes involved in electronic voting as they do not allow for fulsome debate and do not allow Senate to follow parliamentary procedure, specifically in this case, in handling a point of order. Senator Paulson stated that there should be more transparency with regard to nomination procedure.

The Chair reminded Senate that the Senate Academic Governance Committee will consider this issue at their next meeting.

A. Shotwell asked if Senate's decision regarding the use of students' work for program assessment would allow opportunities for students to opt out of this participation, and if there were issues related to students' intellectual property rights. Senator Dyke responded that students' work remains the property of the students and is typically assessed anonymously. Carleton needs to meet Quality Assurance requirements and assess its programs. As a result of the decision, students entering Carleton consent to this procedure as a condition of admission, however Senator Dyke agreed to consider other options and bring forward a response at the next Senate meeting.

5. Strategic Mandate Agreement (Chair)

A draft of the most recent Strategic Mandate Agreement (SMA2) was circulated to Senators with other meeting materials to review prior to the meeting.

The current Strategic Mandate Agreement (SMA2) has been sent to the Ministry and will be signed shortly. The Chair acknowledged that proper procedure was not followed in the creation of this document, since the Senate and the Board of Governors were not consulted before the SMA was sent to the government for approval. He made a commitment to ensure that this does not happen again, and that both the Board and the Senate will be involved in the creation of the next Strategic Mandate Agreement (SMA3) in a process that will begin later this academic year.

One Senator asked if there is an historical document which could provide context for the SMA process and changes that have been made since SMA1. The Chair suggested that SMA1 and SMA2 could be made available to Senators, and that the senior administration would circulate any other relevant documentation.

Another Senator inquired about how the program examples were chosen in the SMA. The Provost replied that examples were chosen after consulting the Deans but decisions had to be made within a very tight timeline. The Chair added that the government also reduced the number of examples that were originally allowed for this section.

6. Senate Administration (Clerk):

- Senate & Committee Membership

A list of nominees to fill vacant Senate and Senate Committee positions was circulated in advance.

It was **MOVED** (A. Plourde, W. Jones) that Senate approve the new Senate and Senate Committee appointments, as presented.

The motion **PASSED**.

The Clerk mentioned that four additional nominations were received after the meeting materials had been circulated to Senate. Senate gave unanimous consent to consider these four late nominees for approval at this Senate meeting. Senator Paulson requested that Senate be allowed to vote on each of the four nominees separately.

It was **MOVED** (C. Miller, D. Deugo) that **James Cheetham** be approved to serve on Senate as Faculty elected representative from Science.
The motion **PASSED**.

It was **MOVED** (S. Klaussen, D. Deugo) that **Paul Peters** be approved to serve as Faculty representative on the Senate Committee on Student Awards.
The motion **PASSED**.

It was **MOVED** (W. Clement, L. Dyke) that **Paul Keen** be approved to serve as representative from the Faculty of Graduate and Post-doctoral Studies on the Senate Academic Governance Committee.
The motion **PASSED**.

It was **MOVED** (L. Schweitzer, J. Tomberlin) that **Chris Carruthers** be approved to serve as representative of the Board of Governors on Senate.
The motion **PASSED**.

- CUCQA Membership

It was **MOVED** (J. Tomberlin, D. Siddiqi) that Senate ratify the 2017-18 membership of the Carleton University Committee on Quality Assurance, as presented.
The motion **PASSED**.

- Report on the Empowering Motion (Clerk)

The Clerk reported that several actions were taken under the standing empowering motion regarding graduation decisions and that one

decision had been made under the summer empowering motion. All details are contained in the minutes of Senate Executive and the minutes of the Email vote taken by Senate on September 13, 2017.

7. Reports:

a. Senate Academic Program Committee (SAPC)

There was no report.

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

Senator Nemiroff explained that this motion would extend existing regulations to include deferred term work.

It was **MOVED** (H. Nemiroff, C. Miller) that Senate approve an editorial change, as presented, to clarify Calendar language.

The motion **PASSED**.

8. Reports for Information:

a. Minutes of the Senate Executive Meeting May 23, 2017

There was no discussion.

b. Report of the Senate Student Academic Integrity Appeals Committee

Senator Paulson asked for the number of appeals as a percentage of enrolled students and how those changed from year to year; for the year-on-year change in the number of plagiarism cases, and what is being done (or what will be done) to deal with any increase; and, for explanations of the difference in rates between different faculties. The Secretary agreed to forward these questions to the Chair of the Student Academic Integrity Appeals Committee; a response will be provided at the next Senate meeting.

c. Report of the Academic Colleague (J. Smith)

J. Smith provided a summary of his report at Senate.

d. Report regarding Modifications to the 2017-18 course changes at Dominican University College (L. Dyke)

One member requested information on Carleton's relationship with Dominican University College. The Chair responded that a copy of the

agreement between Carleton and DUC will be distributed to members prior to the next Senate meeting.

9. **Other Business**

- a. One Senator spoke about the frequency with which faculty and staff are required to change their Carleton One passwords. Although the reason for this policy is understood, changing passwords every 2 or 3 months can lead to other behaviors (such as writing down passwords) that also compromise security. The Chair asked the Secretary to communicate this concern to ITS, and to request a response that will be read at the next Senate meeting.
- b. The Clerk of Senate asked for nominations from Senators for the position of Chair on the Senate Review Committee. The Clerk reminded Senators that the Chair of this committee must be a member of Senate.
- c. There was a short discussion regarding nomination procedure for Student Committee members.

10. **Adjournment**

It was MOVED S. Taylor, C. Miller) that the meeting be adjourned at 3:00 pm.

The motion **PASSED**.