



Carleton University acknowledges and respects the Algonquin people, traditional custodian of the land on which the Carleton University campus is situated.

**Carleton University Senate
Meeting of October 26, 2016 at 2:00 p.m.
Senate Room, Robertson Hall
AGENDA**

Closed Session:

1. Welcome

2. Approval of Agenda (closed)

3. Minutes:

- a) May 27, 2016 (closed session)

4. Graduation:

- a) Notification of Receipt of Graduation Lists (Clerk)
- b) Posthumous Recognition (Clerk)
- c) Cases Requiring Special Consideration (Faculty Board Representatives)
- d) Special Features in the Graduation Classes (Deans)
- e) Motion to Graduate All Recommended Students
- f) Motion to Graduate Recommended Students: Dominican University College

5. Procedure on Candidates Presented Late for Graduation (Clerk)

6. Report of the Senate Committee on Medals and Prizes

7. Report on the Empowering Motion

8. Other Confidential Business

Open Session:

1. Welcome

2. Approval of Agenda (open)

3. Minutes:

- a) September 9, 2016

4. Member Request: Update on the Global Academy (P. Ricketts)

5. Reports:

- a) SAPC (J. Shepherd)
- b) SCCASP (H. Nemiroff)
- c) Academic Colleague (J. Smith)

6. Senate Administration

7. Discussion Period: Sexual Violence Policy (S. Blanchard)

8. Reports for Information:

- a) Senate Executive Minutes – June 3, July 20, August 23 (electronic), August 30, September 15 (electronic) and September 20, 2016
- b) Board of Governors Minutes – June 28, 2016
- c) Appointments Made Contrary to the Advertising Policy (Clerk)

9. Other Business

10. Adjournment at 4:00 p.m.



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**Carleton University Senate
Meeting of September 9, 2016 at 2:00 p.m.
Senate Room, Robertson Hall
MINUTES**

Present: A. Arya, A. Bellerive, A. Bowker, D. Buss, C. Carruthers, A. Chandler, A. Christianson, W. Clement, D. Deugo, A. Diptee, C. Duff, K. Evans, S. Field, A. Forth, T. Garvey, P. Gentile, R. Gorelick, R. Goubran, N. Grasse, R. Hoey, W. Horn, D. Howe, B. Hughes, O. Javanpour, W. Jones, E. Lai, A. Loïselle, D. Long, A. Maheshwari, M. Martinov, J. Miller, H. Nemiroff, M. Neufang, B. Örmeci, J. Paulson, M. Piché, A. Plourde, N. Rajapakse, P. Ricketts, R. Runte, D. Russell, J. Shepherd, E. Sloan, J. Smith, M. Sucharov, S. Sur, N. Tait, J. Tomberlin, P. Watzlawik-Li, F. Webster, J. Wolfart

Regrets: S. Ajila, F. Alhattab, S. Blanchard, M. Butler, C. Chi, J. Debanné, A. Dodge, M. El-Tanany, W. Felepchuk, J. Hayes, F. Hosseinian, K. Karim, H. Khoo, E. Kwan, D. Owusu-Akyeeah, C. Smelser, I. Riar, J. Stoner, P. Thompson, L. Watson

1. Welcome and Introduction of New Members

The President opened the meeting at 2:00 p.m. and welcomed the new Senators.

2. Approval of Agenda

It was **MOVED** (A. Arya, O. Javanpour) that Senate approve the agenda of the meeting of September 9, 2016.
The motion **PASSED UNANIMOUSLY**.

3. Minutes: June 17, 2016

It was **MOVED** (K. Evans, P. Ricketts) that Senate approve the minutes of the meeting of June 17, 2016.
The motion **PASSED**.

4. Chairs' Remarks

R. Runte stated that earlier today she delivered the [State of the University Address](#). The President reported that Carleton has applied to the provincial government for additional support in the form of a special grant. Although it is difficult for Carleton to compete against Universities with Medical Faculties, Carleton was the only university to meet the government standards in all

three areas. We continue to strive to be the intellectual capital. Dr. Runte encouraged others to advocate for further government support.

P. Gentile asked M. Piché, our new Vice-President (Finance and Administration), to advocate for funding for research and graduate programs. M. Neufang stated that his Faculty has an excellent relationship with the Vice-President and that Carleton has recently added 15 new programs and realised an 18 % growth in Ph.D. and 15% in Masters' students. M. Neufang stated that we need to continue to improve our communication and advertising of our success.

5. Senate Administration (Clerk):

a. Committee Memberships

The Clerk provided the list of new committee members (Appendix A).

It was **MOVED** (D. Russell, A. Plourde) that Senate approve the additional Committee members as presented.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (J. Tomberlin, M. Neufang) that D. Isabelle fill the vacancy (Business) on SCCASP

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (D. Russell, J. Shepherd) that Senate approve the dates for the June 2017 Convocation be changed from June 6-9, 2017 to June 13-16, 2017.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (D. Russell, P. Ricketts) that the dates for the October 2016 Senate meeting be changed from October 28, 2016 at 2:00 p.m. to October 26, 2016 at 2:00 p.m.

The motion **PASSED**.

b. Report on the Empowering Motion

The Clerk reported that there were two cases involving graduation issues. During the next closed session, the Clerk will provide more information. There were no issues under the empowering motion allowing Senate Executive to act on behalf of Senate over the summer months. This empowerment is now closed as Senate has resumed meeting.

6. Carleton University Committee on Quality Assurance – Membership 2016-17

It was **MOVED** (J. Shepard, W. Jones) that Senate ratify the 2016-17 membership of the Carleton University Committee on Quality Assurance.

The motion **PASSED UNANIMOUSLY.**

7. Reports:

a. SAPC

P. Ricketts presented three motions:

It was **MOVED** (P. Ricketts, A. Plourde) that Senate approve the Final Assessment Report and Executive Summary for the cyclical review of the undergraduate program in Economics.

Senators discussed how Senators ensure that due process has been followed. The process, which has been approved by Senate, gives responsibility for ensuring that due process has been followed to SAPC. All the documentation is provided to members of SAPC and is available to Senators on request. In passing this motion Senate is accepting that due process has been followed and that the outcome is reasonable given the documentation on which it is based.

The motion **PASSED UNANIMOUSLY.**

It was **MOVED** (P. Ricketts, W. Clement) that Senate approve the Final Assessment Report and Executive Summary for the cyclical review of the undergraduate programs in Religion.

P. Ricketts stated that this review was discussed in great detail by the Carleton University Committee on Quality Assurance (CUCQA) and SAPC, and that the unit agreed to provide the report that is required when a program is categorized as 'conditional approval to continue.' Under the terms of Carleton's IQAP, the unit and the Dean were provided with an opportunity to appeal the categorization, but decided not to. CUCQA and SAPC will consider the report when it is submitted, and a subsequent Final Assessment Report and Executive Summary will be presented to SAPC and Senate at this time. In these circumstances, Carleton's IQAP states that 'there is every expectation that receipt of the report by CUCQA will result in the outcome of the review being upgraded to 'good quality.'

Senators discussed the consequences of the motion failing. If the motion fails, Senate will need to clarify what issues SAPC should reconsider. P. Ricketts stated that Senators are voting on whether the process set out in the IQAP was followed and whether the outcome was reasonable given the documentation on which it was based. If the motion passes, the unit will have 12 months to address the issues identified in the Final Assessment Report and Executive Summary before Senate.

J. Shepherd stated that the external reviewers' report identified three main concerns:

1. The high number of courses offered.
2. The heavy reliance on contract instructors.
3. How the annual course offerings are selected.

P. Ricketts stated that it is up to the unit to decide how to address these concerns.

The motion **PASSED**.

It was **MOVED** (P. Ricketts, A. Plourde): That Senate approve the deletion of the following specializations: Communication and Information Technology Policy; Human Rights: Social Policy; and Strategic Public Opinion and Policy Analysis to the Bachelor of Public Affairs and Policy Management (BPAPM) program effective fall 2017 and;

That Senate approve the addition of the Specialization in Communication and Policy Studies to the BPAPM program effective fall 2017 and;

That Senate approve the change of name from the Specialization in Development Studies to the Specialization in Development Policy Studies to the BPAPM program effective fall 2017 and;

That Senate approve the change of name from the Specialization in International Studies to the Specialization in International Policy Studies to the BPAPM program effective fall 2017 and;

That Senate approve the addition of the concentrations: Communication Technologies and Regulation; and Strategic Public Opinion within the Communication and Policy Studies Specialization to the BPAPM program effective fall 2017 and;

That Senate approve the addition of the concentrations: Global Economic Relations; and Rights and Human Development within the Development Policy Studies Specialization to the BPAPM program effective fall 2017 and;

That Senate approve the addition of the concentrations: International Relations and Conflict; and Security and Intelligence within the

International Policy Studies specialization to the BPAPM program effective fall 2017 and;

That Senate approve the addition of the concentrations: Economic Policy; Environmental and Sustainable Energy Policy; and Social Policy within the Public Policy and Administration specialization to the BPAPM program effective fall 2017.

The motion **PASSED**.

A. Plourde thanked Dr. Barry Wright, Associate Dean and Director of Kroeger College, for his work of almost two years on this massive undertaking of improvements.

b. SCCASP

It was **MOVED** (H. Nemiroff, J. Shepherd) that Senate approve revision to the calendar language for Academic Accommodation for Students with Disabilities Regulations as presented.

H. Nemiroff stated that it is essential that we have this accommodation language. There is no change in our procedures and practice. The change is being made to comply with a request from the Human Rights.

The motion **PASSED UNANIMOUSLY**.

c. Academic Colleagues

J. Smith stated that "Academic Colleague" is a representative of the Council of Ontario Universities (COU). He presented his report (Appendix B).

J. Paulson stated that the cycle length of the student survey is not sufficient to catch trends and adjust programing to meet the changing needs.

8. Reports for Information:

- a. Minutes of the Board of Governors: March 21, 2016 and April 26, 2016
P. Gentile requested that public (or at least faculty-wide) presentations be included in the hiring process of executives. R. Runte stated that Carleton's hiring procedures are well documented (Appendix C) and that search committees are representative of the Carleton community.

A Senator also raised financial questions about the proposed new building for the Sprott School of Business, parking services, debt, and the policy on naming rights.

- b. Appointments Made Contrary to the Advertising Policy (Clerk)
The meeting adjourned before this item could be handled - it will be deferred to the September 30, 2016 meeting.

9. Other Business

There was no other business.

10. Adjournment

It was **MOVED** (O. Javanpour, M. Neufang) to adjourn.

The motion **PASSED**.

Senate Committee Membership Summary of Nominations, Sep 9, 2016

Note: Current members of Senate Committees are listed on the Senate Website.

Motion: That senate approve the following new committee appointments.

Senate Academic Program Committee

Mariana Esponda (FED)

Frank Jiang (Business)

Senate Committee on Curriculum, Admissions and Studies Policy

Shawn Kenny (FED)

*** **vacant (Business)**

Senate Academic Governance Committee

Andrei Artemev (FED)

Sujit Sur (Business)

James Opp (FGPA)

Senate Financial Review Committee

Claire Samson (FGPA)

Senate Library Committee

*** **vacant (Science)**

Senate Graduate Student Appeal Committee

*** **vacant (Science)**

APPENDIX B



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Friday, September 2nd, 2016

RE: Report of the Academic Colleague from the Council of Ontario Universities meeting on August 25th, 2016.

Dear members of the Senate,

On August 25th, 2016, the Academic Colleagues from Ontario's Universities met at the Council of Ontario Universities offices in Toronto to receive updates on a variety of issues facing Ontario's universities and briefly discuss them collectively. Once again, to expedite the digestion of this report, the material will be presented in bullet point form:

Ministry of Training, Colleges and Universities (MTCU) has changed its name to Ministry of Advanced Education and Skills Development (MAESD – [meiz-dee]). The Honourable Deborah Mathews is the new minister. Her appointment is a clear signal that MAESD wants to be collaborative with universities.

- Bill 132 – Sexual Violence Prevention Act:
 - Passed in March 2016
 - Action plan to stop sex violence
 - Focus on changing behaviours and prevention strategies
 - It will be a stand-alone policy
 - Each university has their own
 - Has to have policy in place by Jan 1st, 2017.
 - Reporting requirements will pose a challenge to universities and is being debated in the government right now.
 - Reports may contain sensitive information
 - Initiatives, # of incidents and complaints.
 - All campuses will participate in a climate survey
 - Survey will measure attitudes, get a snapshot of values on each campus
 - Will be administered by MAESD
 - Advisory group put together last spring to make survey
 - Survey will be conducted every 3 years
 - Data will be used on an aggregate basis to note trends
 - That said, the data will belong to the ministry, so they can use it how they want
- Funding review:
 - New framework being investigated by MAESD
 - Taskforce at COU to look at this and work with MAESD
 - First framework should be presented to cabinet this fall

- The fourth learning outcomes symposium is happening Oct 17-18, 2016 at the Doubletree Hilton on Chestnut Street in Toronto, ON
 - The theme of the symposium will be “Evolution of assessment”
- Graduate programs outcomes survey
 - Set up at OCAVs direction last year
 - Graduate counterpart to undergraduate survey that went out recently
 - Ask about why they applied to their school and what expectations were at the beginning
 - Ask about their current employment status
 - Ask about their total income
 - Ask about their post graduate employment history
 - Ask how their job relates to their degree and what they learned in graduate school
 - Ask about their overall employment satisfaction
 - Survey has been constructed, it is going out for testing this fall
 - Plan is to roll it out in November 2016
 - Will start by targeting 1000 graduates of 2008 cohort
 - Full rollout will in Jan-Feb 2017
 - Will target the 2009-2014 cohorts
 - Next summer, CCI (the company administering the survey) will send the results to MAESD
 - The survey will be conducted every 5 years (predicted)
- COU has a task force on quality indicators of the undergraduate learning experience
 - It was set up to counteract the notion that value of undergrad education has declined
 - It will engage with MAESD about issues of differentiation and quality
 - It will come up with metrics to demonstrate quality and accountability
 - The indicators the task force will focus on will:
 - Be within an institutions control
 - Have identifiable outcomes
 - Be statistically sound
 - The metrics the task force will use include:
 - Diversity and access
 - Curriculum diversity
 - Higher impact and effective practices
 - Innovative delivery
 - Engagement and student experience
 - Collaboration
 - Student support
 - Learning outcomes results and successes

- OSAP changes
 - The current government has initiated changes to the OSAP system
 - It will be phased in over 2 years, 2017-18 and 2018-19
 - This will be a big priority in the 2018 provincial election
 - The changes that will come into effect include:
 - Eliminate tax credits
 - Parents can't claim the tax credits at end of the education cycle
 - Moving this money to grants upfront at the beginning of the education
 - All 21 funding programs will be combined into an "Ontario Student Grant" (OSG)
 - This will start in September 2017
 - 30% off tuition grant
 - Students whose parents make less than \$160k are eligible
 - There will be a needs-based component
 - Increase to assistance levels
 - Especially for married or sole support students (outside of parents help)
 - Flat rate contribution for students starting this year
 - Students have to contribute \$3k per year
 - Students still expected to contribute \$3k, even if they make less than this
 - This money is matched by federal government as well
 - Communication is a big challenge.
 - "free tuition"
 - Only for students whose parents make less than \$50k
 - Comes in the form of grants
 - This is really just moving money around and rebranding our university tuition model
 - The money already exists, this is packaging it in a different way
 - COU is helping OSAP to communicate this more effectively
 - SAG component (Student Access Guarantee)
 - Universities are obliged to top up students who fall below levels and have "unmet need" – based on tuition and books
 - Ministry no longer collecting data on student income, some cases may exist where a student can make a lot of money and still successfully get topped up by university
 - COU working with MAESD to rectify this
 - COU has steering committee to watch the OSAP changes as they roll out
 - It is a complicated issue as this interacts with about 5 different policy files in the provincial government
 - COU and MAESD have been working all summer on this. COU is putting pressure on this to make sure it all makes sense moving forward

- Net-billing
 - Announced in the last budget
 - It is a high priority for the Wynn government
 - It will give students the “sticker price” of an educational program, then a “net” price based on grants and aid and scholarships (but not loans)
 - Has been instituted to increase transparency in this area
 - Could increase the participation rate in universities in a time when population demographics for university aged citizens is decreasing
 - Could impact the budget models, budget cycles, IT cycles, registrations, etc for every university and could impact operations
 - COU is pressing that this will involve big change and are encouraging MAESD to leverage existing data / strategies
 - This will mean that OSAP will have to open 8 months earlier and align with the application cycle
 - Students would get an early estimate of OSAP
 - Net cost would come with university offers
 - More likely be an estimate
 - OSAP would flow the money directly to the university, not go through the student anymore
 - Could benefit the alignment of fees being due and OSAP money coming in
 - Implementation will actually cost a lot as many different cycles will have to change and align
 - Some institutions could be disadvantaged by being pressured to include this in their letter of offer based on how their internal scholarship programs work
 - COU impressing on MAESD that they need to do a phased implementation of this
- “Highly skilled workforce”
 - Intersection between higher education and jobs
 - Premiere called a panel to look at how we get more highly skilled people in the workforce
 - Report came back saying that we already have a really highly skilled workforce
 - We don’t communicate our students skills well to the public
 - Students don’t explain this well either
 - A taskforce of university/public/private stakeholders has been created to evaluate how and communicate how students are skilled to the public
 - A side benefit of this process may be a better alignment of learning with industry demands
 - One suggestion that has come forward already is the notion of more “experiential learning”
 - Every post-secondary student should have at least 1 “experiential learning experience”

- “Faculty at work”
 - COU getting pressure from the government to account for the time and activities of University Faculty members
 - 17 universities provided information on their faculty and what faculty members do
 - Some information also collected on part time faculty
 - OCAV is now developing reports on this information
 - First report will be technical
 - Teaching activity
 - Part time faculty focus
 - Describe heterogeneity of part time faculty roles and backgrounds
 - Explaining why good for students (e.g. instruction from an industry expert)
 - Report won’t differentiate between part time faculty who are employed elsewhere and contract instructors who are reliant on contracts
 - Second report will be on research and service

If any questions arise from the content of this report, please do not hesitate to ask.



Academic Colleague, Carleton University

[Jeffrey C. Smith, Ph.D.](#)

Director, [Carleton Mass Spectrometry Centre](#)

[Associate Professor](#), [Department of Chemistry](#) and [Institute of Biochemistry](#)

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APPENDIX C



APPOINTMENT GUIDELINES FOR PRESIDENT AND VICE-CHANCELLOR

Approval Authority: Board of Governors
Date Approved: April 2014
Mandatory Revision Date: April 2017
Responsible Office: University Secretariat

Article I: General

- 1.1 Pursuant to the *Carleton University Act*, the President and Vice-Chancellor (the “President” or the “incumbent”) is appointed by the Board of Governors (the “Board”).
- 1.2 The President shall normally hold office for an initial term not to exceed six years, and shall normally hold a tenured appointment at the rank of Professor in the University. The term of the incumbent President may be renewed once for a period not to exceed five years.
- 1.3 The term of office of the President may be extended for one year periods, for extenuating circumstances as determined by the Board. If exigencies require, the Board may appoint an Acting President for a period of up to one year and, in extenuating circumstances, such appointment may be renewed by the Board for such term as the Board deems expedient, acting reasonably.
- 1.4 These guidelines shall apply both in the case of the search for a new President, and in the case of consideration of an incumbent President for renewal of the initial term.
- 1.5 For the purposes of these guidelines, “Special Circumstances” shall mean a situation in which either for whatever reason, the President is unable or unwilling to finish her or his current term, or a recommendation is not made within the time allowed, as contemplated by Articles 4.2 and 5.1 of these guidelines. Should Special Circumstances occur, then these guidelines shall apply *mutatis mutandis* to the review or selection process (as appropriate) undertaken, except with respect to limitations of time as they appear in these guidelines. In the event of the occurrence of Special Circumstances, the review or selection process (as appropriate) will proceed with all reasonable dispatch, bearing in mind the significance of the appointment to the University.

Article II: Committee Process

2.1 The Advisory Committee

- (a) The Board shall make the appointment or re-appointment of a President on the recommendation of an Advisory Committee on the President (the "Committee"). The Executive Committee of the Board shall have responsibility for establishing the Committee. The Committee shall remain active until the successful candidate has taken office or until such time as it is discharged by an action of the Board, whichever shall occur first.
- (b) In carrying out its duties pursuant to these guidelines, the Committee shall at all times observe and respect the highest equitable standards, including standards with respect to bias, the appearance of bias, and the fairness of its deliberations and investigations to all parties concerned. The Executive Committee of the Board shall have the responsibility of ensuring that the Committee's work is undertaken and completed in accordance with such standards, and shall have the power, acting reasonably, to take whatever corrective action it feels necessary should circumstances warrant, including (without limitation) the removal of members of the Committee. Without limiting the generality of the foregoing, the activities of the Committee will reflect the values represented in the University's Human Rights Policies and Procedures.
- (c) Except in Special Circumstances, the Executive Committee of the Board shall use its best efforts to establish the Committee not later than 12 months prior to the end of the incumbent President's term. Any recommendation on renewal will generally be made no later than nine months prior to the end of the incumbent's term.
- (d) The Committee shall ordinarily be composed of the following as members:
 - The Chair of the Board, as chair of the Committee *ex officio*
 - The Vice-Chair of the Board
 - Three community-at-large members of the Board, elected by the Board
 - One member of the Board, being a representative on the Board of the staff of the University other than the academic or library staff, elected by the Board
 - Three persons to be elected by Senate from among tenured faculty members (at least one of whom shall hold the rank of Full Professor) and professional librarians
 - One senior administrator to be elected by the Academic and Research Committee
 - The Assistant Vice-President, Human Resources
 - One undergraduate student and one graduate student to be elected by Senate

The University Secretary or designate shall serve as the non-voting secretary of the Committee.

In its discretion, the Executive Committee of the Board may make adjustments in the composition of the Committee, provided the balance among constituencies reflected in this paragraph 2.1(d) is generally maintained.

The Committee shall elect its Vice-Chair from among its members.

Article III: Procedures

3.1 The Committee shall determine its own procedures, subject to the following conditions:

- The Committee shall use its best efforts to consult widely with the University community and shall respect the requirement to communicate with the University community as it proceeds toward a recommendation.
- Proceedings of the Committee shall be *in camera*. Members of the Committee shall hold in confidence all information discussed by the Committee. The requirement for confidentiality shall survive the discharge of the Committee.
- When the Committee is discharged all records associated with the work of the Committee shall be the responsibility of the University Secretariat. Each Committee member shall provide all such records to the University Secretariat at the earliest opportunity, and no copies shall be made or retained. The University Secretary shall ensure that all confidential records associated with the work of the Committee are destroyed immediately after the successful candidate takes office.
- In the event that a Committee member ceases to serve for any reason, a replacement shall be elected by the same process and from the same constituency as the member withdrawing, except in the case where the work of the Committee has progressed to the point where the Committee decides, in its discretion acting reasonably, that the election of a replacement is inappropriate.

Article IV: Reappointment Process

4.1 As soon as practicable after the establishment of the Committee, and in the case that the incumbent is eligible for reappointment, the Chair of the Board shall communicate with the incumbent to determine if she or he wishes to be considered for reappointment.

4.2 If the incumbent wishes to be considered for reappointment, the following process shall be undertaken:

- The Chair of the Committee shall begin the process by meeting with the President to discuss the review process.
- The Committee shall proceed to evaluate the performance of the incumbent, using the criteria employed in the appointment of the incumbent, the outcome of annual performance reviews conducted by or on behalf of the Board, undertake a comprehensive review, and input from members of the University community, all as deemed appropriate by the Committee.

- The Committee shall meet with the incumbent to review her or his performance and to discuss the incumbent's plans if she or he were to be reappointed.
- After the Committee has formulated its recommendation to the Board, the Chair of the Board shall meet in confidence with the President to review the general findings of the Committee and the nature of the recommendation to be made to the Board.
- The Committee shall use its best efforts to recommend to the Board no later than nine months before expiration of the President's term of office, either that the incumbent be reappointed or that a search for a new President be conducted. In the event that the Committee cannot reach a recommendation within the time allowed, then the Board shall be advised, and the Board may either grant an extension of time or strike a new committee pursuant to these guidelines.

Article V: Search Process

- 5.1 In the event that either the incumbent does not seek reappointment, the incumbent is not eligible for reappointment, or the Board decides against reappointment, then the Committee shall undertake a search for a new President in accordance with the following process:
- As a first step, the Committee shall solicit input from the University community concerning the profile for the next President.
 - The position shall be widely advertised through such media and at such times as the Committee may decide in its discretion, inviting applications and nominations. The Committee shall be free to approach individuals to request that they allow their names to stand for the position.
 - On the recommendation of the Committee, the University shall engage the services of a highly qualified executive search consultant, specializing in senior-level institutional searches to assist the Committee in its work.
 - The Committee shall establish its own procedures for assessing candidates consistent with the issues, challenges and desired characteristics and attributes that have been identified in the profile.
 - The Committee shall use its best efforts to provide a recommendation to the Board no later than three months before expiration of the incumbent's term of office. In the event that the Committee cannot reach a recommendation within the time allowed, then the Board shall be advised, and the Board may either grant an extension of time or strike a new committee pursuant to these guidelines.

DATE: October 20, 2016

TO: Senate

FROM: Dr. Peter Ricketts, Provost and Vice-President (Academic), and Chair, Senate Academic Program Committee

RE: 2017-18 Calendar Curriculum Proposals
Undergraduate Major Modifications

Background

In the fall of 2016 the approval process for annual curricular renewal for programs and courses was initiated for the 2017-18 calendar. Following Faculty Board approval and, as part of academic quality assurance, major curriculum modifications are considered by the Carleton University Committee on Quality Assurance (CUCQA), the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP) and the Senate Academic Program Committee (SAPC) before being recommended to Senate.

Library Reports

A Library report has been requested and the outcome of that report will be forwarded to Senate once received.

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

Undergraduate Major Modification

1. Physics (Astrophysics Stream)

CUCQA approval: October 12, 2016

SAPC Motion October 6, 2016

THAT, contingent upon approval by the Carleton University Committee on Quality Assurance, and contingent upon approval of the calendar language by the Senate Committee on Curriculum, Admissions and Studies Policy, Senate Academic Program Committee recommend to Senate the approval of the Astrophysics stream in the BSc honours program in Physics.

Senate Motion October 26, 2016

THAT Senate approve the addition of the Astrophysics stream in the BSc honours program effective fall 2017.
--

DATE: October 12, 2016

TO: Senate

FROM: Dr. Peter Ricketts, Provost and Vice-President (Academic); Chair, Senate Academic Program Committee

RE: Final Assessment Report and Executive Summary: MA Religion and Public Life

The purpose of this memorandum is to request that Senate approve the Final Assessment Report and Executive Summary arising from the cyclical review of the graduate program in the MA Religion and Public Life.

The request to Senate is based on a recommendation from the Senate Academic Program Committee (SAPC), which passed the following motion at its meeting of October 6, 2016:

THAT SAPC recommends to Senate the approval of the Final Assessment Report and Executive Summary for the cyclical review of the MA Religion and Public Life.

The Final Assessment Report and Executive Summary is provided pursuant to articles 4.2.5-4.2.6 of the provincial Quality Assurance Framework and article 7.2.23 of Carleton's Institutional Quality Assurance Process (IQAP). Article 7.2.23.3 of Carleton's IQAP (passed by Senate on June 26th, 2015 and ratified by the Ontario Universities Council on Quality Assurance on September 25th, 2015) stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SAPC and Senate is to ensure that due process has been followed and that the conclusions and recommendations contained in the Final Assessment Report and Executive Summary are reasonable in terms of the documentation on which they are based.'

In making their recommendation to Senate and fulfilling their responsibilities under the IQAP, members of SAPC were provided with all the appendices listed on page 2 of the Final Assessment Report and Executive Summary. These appendices constitute the basis for reviewing the process that was followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can, however, be made available to Senators should they so wish.

Major modifications described in the Action Plan, contained within the Final Assessment Report, are subject to approval by the Carleton University Committee on Quality Assurance, the Senate Committee on Curriculum, Admission, and Studies Policy, the Senate Academic Program Committee (SAPC) and Senate as outlined in articles 7.5.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Report, Executive Summary and Action Plan will be forwarded to the Ontario Universities' Council on Quality Assurance and to Carleton's Board of Governors for information. The Executive Summary and Action Plan will be posted on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Senate motion: THAT Senate approve the Final Assessment Report and Executive Summary for the MA program in Religion and Public Life



Carleton
UNIVERSITY

Canada's Capital University

Office of the Provost and
Vice-President (Academic)

memorandum

DATE: October 12, 2016

TO: Senate

FROM: Dr. Peter Ricketts, Provost and Vice-President (Academic); Chair, Senate Academic Program Committee

RE: Final Assessment Report and Executive Summary: Undergraduate and Graduate Programs in Sociology

The purpose of this memorandum is to request that Senate approve the Final Assessment Report and Executive Summary arising from the cyclical review of the undergraduate and graduate programs in Sociology.

The request to Senate is based on a recommendation from the Senate Academic Program Committee (SAPC), which passed the following motion at its meeting of October 6, 2016:

THAT SAPC recommends to Senate the approval of the Final Assessment Report and Executive Summary for the cyclical review of the undergraduate and graduate programs in Sociology.

The Final Assessment Report and Executive Summary is provided pursuant to articles 4.2.5-4.2.6 of the provincial Quality Assurance Framework and article 7.2.23 of Carleton's Institutional Quality Assurance Process (IQAP). Article 7.2.23.3 of Carleton's IQAP (passed by Senate on June 26th, 2015 and ratified by the Ontario Universities Council on Quality Assurance on September 25th, 2015) stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SAPC and Senate is to ensure that due process has been followed and that the conclusions and recommendations contained in the Final Assessment Report and Executive Summary are reasonable in terms of the documentation on which they are based.'

In making their recommendation to Senate and fulfilling their responsibilities under the IQAP, members of SAPC were provided with all the appendices listed on page 2 & 3 of the Final Assessment Report and Executive Summary. These appendices constitute the basis for reviewing the process that was followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can, however, be made available to Senators should they so wish.

Major modifications described in the Action Plan, contained within the Final Assessment Report, are subject to approval by the Carleton University Committee on Quality Assurance, the Senate Committee on Curriculum, Admission, and Studies Policy, the Senate Academic Program Committee (SAPC) and Senate as outlined in articles 7.5.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Report, Executive Summary and Action Plan will be forwarded to the Ontario Universities' Council on Quality Assurance and to Carleton's Board of Governors for information. The Executive Summary and Action Plan will be posted on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Senate motion: THAT Senate approve the Final Assessment Report and Executive Summary for the Undergraduate and Graduate Programs in Sociology

MEMORANDUM

From the Senate Committee on
Curriculum, Admission and Studies Policy

To: Senate
From: Howard Nemiroff, Chair of SCCASP
Date: October 26, 2016
Subject: **2016-17, 17-18 & 18-19 Regulations Changes**
2017-18 Admission Regulation Change

For Senate approval:

SCCASP recommends to Senate changes to the academic regulations for the following sections of the **16-17 Calendar**:

1. 2.5 Deferred Final Examinations & 2.5.1 Early Departure from Final Examinations

Motion: That Senate approve revisions to section 2.5, Deferred Final Examinations and the addition of section 2.5.1, Early Departure from Final Examinations as amended, effective the 16-17 calendar.

(doc: TBD-1422;R-UG-2.5 Deferred Final Examinations)

SCCASP recommends to Senate changes to the following admission requirements for the **17-18 Calendar**:

1. Bachelor of Information Technology, Photonics and Laser Technology

Motion: That Senate approve the revised admission requirements for the Bachelor of Information Technology program in Photonics and Laser Technology with a report to be submitted at the conclusion of the 2017-2018 academic year to the Carleton University Committee on Quality Assurance on the degree to which the first cohort of students admitted to the program under the revised admission requirements successfully completed first year.

(doc: TBD-1371;R-ADM-Program-B.I.T.)

SCCASP recommends to Senate changes to the following regulations for the **17-18 Calendar**:

1. WDN (Withdrawal) on the Official Transcript
Amended definition for WDN: Withdrawn. No academic credit, no impact on the CGPA. WDN is a permanent notation that appears on the official transcript for students who withdraw after the full fee adjustment date in each term (noted in the Academic Year section of the calendar each term). Students may withdraw on or before the last day of classes.
Motion: That Senate approve inclusion of the WDN notation on official transcripts, for graduate and undergraduate students who withdraw after the full fee adjustment date in each term, for courses commencing the 17-18 academic year.
2. Grading Notations and Grading System Table
Motion: That Senate approve changes to regulation 2.3, Standing in Courses/Grading System, as amended, for the 17-18 calendar.
(docs: TBD-1286:R-UG-2.3 Notations in current use; TBD-1418:R-UG-2.3- Standing in Courses/Grading System; TBD-1420:R-UG-2.3.1,2 Completed/Successfully Completed Notations)

SCCASP recommends to Senate approval of the Academic Nomenclature, as presented, for the **18-19 Calendar**:

1. Academic Nomenclature
Motion: That Senate approve the Academic Nomenclature document, as presented, effective the 18-19 calendar.
(docs: attached)

Wednesday, October 19th, 2016

RE: Report of the Academic Colleague from the Council of Ontario Universities meeting on October 13th, 2016.

Dear members of the Senate,

On October 13th, 2016, the Academic Colleagues from Ontario's Universities met at the Council of Ontario Universities offices in Toronto to receive updates on a variety of issues facing Ontario's universities and briefly discuss them collectively. The majority of the time was spent collaboratively discussing the report released to the Ministry last summer on Canada's "Highly Skilled Workforce". We evaluated the extent to which the University sector contributes to Canada's highly skilled workforce and how we as a sector can position ourselves and send a message to the government and public alike on our role in this. Part of the time was spent receiving updates on interactions between COU, the University sector and MAESD; once again, to expedite the digestion of this report, the material will be presented in bullet point form:

- MAESD is finalizing recommendations following a funding review
 - 3 predicted envelopes for funding
 - Enrollment envelope
 - 90% of money
 - Reintroduce an enrollment corridor for revenue stability
 - Likely fund growth only where it's agreed to (in SMA)
 - Differentiation and student success envelope
 - Funding tied to specific locations or identities of universities
 - Not fully designed yet
 - Very big policy challenge
 - Special project grants
- Next round of SMAs will likely focus on enrollment
- SMAs:
 - Will be talking to MAESD before the holiday break on this
 - They are going to bring in 2 special advisors to help with negotiations with universities

- OCAV set up task force on quality indicators
 - Got approval for the framework they developed
 - Framework creates a matrix that looks at student experience going in and coming out of education
 - Focus on:
 - Access
 - High impact practices
 - Outcomes
 - Universities will commit to 2 high impact practices during the course of each student's undergraduate program
- Highly skilled workforce strategy
 - Report released in summer
 - Shared responsibility between academia and industry
 - Important focus of MAESD right now
 - They have set up a division to implement some of the recommendations found in the report

If any questions arise from the content of this report, please do not hesitate to ask.



Academic Colleague, Carleton University

[Jeffrey C. Smith, Ph.D.](#)

Director, [Carleton Mass Spectrometry Centre](#)

[Associate Professor, Department of Chemistry](#) and [Institute of Biochemistry](#)

Associate Chair, [Graduate and Post-Doctoral Affairs](#)

Associate Director, [Ottawa Carleton Chemistry Institute](#)

Steacie Building, [Carleton University](#)

1125 Colonel By Drive

Ottawa, ON K1S 5B6

Phone: (613) 520-2600 x2408 Fax: (613) 520-3749

Senate Appointments Oct. 20, 2016

For information:

Professor Inderbir Riar (Azrieli School of Architecture and Urbanism) is going on sabbatical and is not eligible to continue as a Senator.

Professor Mariana Esponda has been nominated and acclaimed as a Senate member from the Azrieli School of Architecture and Urbanism.

Professor Pam Wolff has been nominated and acclaimed to fill the remaining vacant Senate seat from the Faculty of Science.

Motion: That senate recommend to the Board that a representative of the alumni be appointed to Senate.

Alumni representative: John (Jack) R. Coghill (2016-2019)

Senate Election Results - Undergraduate Student Senators 2016-17 Oct. 20, 2016

Three (3) members from and elected by the students in Bachelor of Humanities, Bachelor of Music and Bachelor of Arts in disciplines of the Faculty of Arts and Social Sciences

Scott Taylor (Undergraduate Student, FASS) - by acclamation.

Kevin O'Meara (Undergraduate Student, FASS) - by acclamation.

*** **vacant (Undergraduate Student, FASS)**

Three (3) members from and elected by the students in Bachelor of Journalism, Bachelor of Social Work, Bachelor of Public Affairs and Policy Management, and Bachelor of Arts in the discipline of the Faculty of Public Affairs;

*** **vacant (Undergraduate Student, FASS)**

*** **vacant (Undergraduate Student, FASS)**

*** **vacant (Undergraduate Student, FASS)**

Note: An election is underway as there were four nominations for the three seats.

One (1) member from and elected by the students in Bachelor of Commerce and Bachelor of International Business;

Chris Parrott (Undergraduate Student, Business) - by acclamation.

Two (2) members from and elected by the students in Bachelor of Engineering, Bachelor of Architectural Studies, Bachelor of Industrial Design, and Bachelor of Information Technology;

Julia Dalphy (Undergraduate Student, FED) - by acclamation.

Cam Wong (Undergraduate Student, FED) - by acclamation.

One (1) member from and elected by the students in Bachelor of Science, Bachelor of Mathematics, and Bachelor of Computer Science;

Carrie Fong (Undergraduate Student, Science) - by acclamation.

Senate Committee Membership Summary of Nominations, Oct 26, 2016

Note: Current members of Senate Committees are listed on the Senate Website.

Faculty Positions:

Senate Executive

Dwight Deugo

Beth Hughes

Senate Academic Program Committee

*** **vacant (FED)**

*** **vacant (FPA)**

Senate Committee on Student Awards

Susan Whitney

Senate Student Academic Integrity Appeals Committee

Audrey Girouard (FED)

Senate Financial Review Committee

*** **vacant (Chair)**

Undergraduate Student Positions

Senate Executive

Lil Morton (Undergraduate student)

Senate Academic Program Committee

Alex Pudrlja (Undergraduate Student)

*** **vacant (Undergraduate Student)**

Senate Committee on Curriculum, Admissions and Studies Policy

Anthony Galipeau (Undergraduate)

Liam Hancock (Undergraduate student)

Senate Committee on Student Awards

*** **vacant (student member)**

*** **vacant (student member)**

Senate Academic Governance Committee

Jacob R. Kenney (Undergraduate)

Senate Library Committee
Paloma Boucher (undergraduate student)

Senate Honorary Degrees Committee
Jordan Gray (undergraduate student)

Senate Educational Equity Committee
Paloma Boucher (undergraduate student)

Senate Financial Review Committee
Emmett Bisbee (undergraduate student)
Jake Yeates (undergraduate student)

Graduate Student Positions

Senate Executive
William Felepchuk (graduate student)

Senate Academic Program Committee
Anna Hoque (graduate student)
Adamn Christianson (alternate) (graduate student)

Senate Committee on Curriculum, Admissions and Studies Policy
Adam Christianson (graduate student)
*** **vacant (graduate student) (alternate)**

Senate Academic Governance Committee
Alexa Dodge (graduate student)

Senate Library Committee
Adam Christianson (graduate student)
William Felepchuk (alternate) (graduate student)

Senate Financial Review Committee
Debbie Owusu-Akyeeah (graduate student)

Senate Honorary Degrees Committee
*** **vacant (graduate student)**

Senate Educational Equity Committee
*** **vacant (graduate student)**

Senate Graduate Student Appeal Committee
*** **vacant (Graduate Student)**



Message from the Vice-President Students and Enrolment

In early 2016, the Government of Ontario passed Bill 132 which mandated Ontario universities to create a stand-alone sexual violence policy. Since then, members of my team as well as Equity Services and Human Resources have met with representatives from student, academic staff and employee groups in order to listen and understand their concerns and expectations. We then drafted a policy that we believe meets the expectations of all Carleton communities, as well as the Province's regulations and requirements.

Addressing sexual violence on our Campus is an important part of providing all members of the University community with a safe, healthy and respectful environment. Collaborating with you helped us accomplish this in a way that is representative of our University and its diverse population.

Our recent consultations provided us with constructive and insightful comments and recommendations. The following are a sample of these which were included in the Policy:

- Adoption of gender-neutral language
- Inclusion of specific terms, including: intersectionality, rape culture, and survivor-centered support
- Adoption of guidelines that value survivor wishes and prioritize survivor safety
- Creation of a committee on sexual violence prevention, which will include students, academic staff, employees and senior administrators
- Inclusion of students, academic staff, employees and contractors in the Policy and extension of the Policy to all University activities (on and off campus)
- Ability to withdraw a complaint
- Creation of a data working group to answer questions around data collection and confidentiality
- Respect for Complainant's and Respondent's rights to procedural fairness

The Sexual Violence Policy is foremost a policy and addresses sexual violence on campus. Commitments to resources and programs, while absent from this document, will be addressed within the next budget cycle. The following are a sample of recommendations that were made and that will be examined:

- Increases in resources for those who have experienced sexual violence
- Increase in campus-wide education programs
- Training for first-responders and University staff

Your participation and help have been critical in ensuring a safe, healthy and respectful environment for all.

Sincerely,

Suzanne Blanchard
Vice-President (Students and Enrolment)



**Senate Executive
June 3, 2016
Web-based Meeting**

MINUTES

Participants: R. Gess, P. Ricketts, R. Runte (Chair), and D. Russell

Absent: Janine Debanné, A. Ramirez, and J. Shepherd

The Executive Committee members were emailed meeting materials and conducted an e-poll to approve the following:

- 1. Approval of the Minutes: May 17, 2016**
- 2. Approval of the Senate Agenda: June 17, 2016**

Both motions PASSED. Committee members also passed two motions concerning late graduation for 18 students via email earlier in the week.



**Senate Executive
July 20, 2016
8:30 a.m. in 503S Tory Building
MINUTES**

Present: Janine Debanné, P. Ricketts, R. Runte (Chair), and D. Russell.

Absent: J. Shepherd.

The committee met under the Senate's empowering motion regarding graduation issues.

The Chair called the meeting to order at 8:35 a.m.

1. Approval of the Agenda

It was **MOVED** (D. Russell, P. Ricketts) that the agenda be approved.

It was **PASSED UNANIMOUSLY**.

2. Approval of the Minutes:

- a. June 3, 2016**

It was **MOVED** (J. Debanné, P. Ricketts) that the minutes of June 3, 2016 be approved.

They were **PASSED UNANIMOUSLY**.

3. Other Business

a. Student Petition to Rescind a Degree

The committee discussed the case and the Policy on Rescission of Degrees. The request to cancel the application to graduate was not received until ten days after the deadline. However, the committee is concerned that the student received inaccurate and insufficient advice.

It was **MOVED** (P. Ricketts, J. Debanné) that the Senate Executive direct the Clerk to determine if the Registrar's Office provided incorrect information and if yes, then to rescind the degree as a rare exception after consultation with the student that this remains the best course of action.

It was **PASSED UNANIMOUSLY**.

b. Early Graduation Request

D. Russell stated that this committee is not deciding the outcome of the request, but rather if the Faculty of Graduate and Postdoctoral Affairs can consider the request. The committee determined that our policy should include allowances for rare exceptions (visa requirements). The committee agreed that that the Clerk can inform the Faculty of Graduate and Postdoctoral Affairs that this case is appropriate for consideration and recommend that the request be granted.

c. Post-Graduation Amendment

D. Russell stated that an omission was made on one degree.

It was **MOVED** (P. Ricketts, J. Debanné) that the Senate Executive approve the post-graduation amendment to the Degree of Business Administration on the student's degree to include additional wording of "Concentration in International Business".

It was **PASSED UNANIMOUSLY**.

The meeting adjourned at 9:12 a.m.



**Senate Executive
August 23, 2016
MINUTES
Web-based Motion**

MINUTES

Participants: J. Shepherd for P. Ricketts, R. Runte (Chair), and D. Russell

Absent: Janine Debanné, P. Ricketts

The Executive Committee members were emailed a motion and conducted an e-poll to approve the following:

That the Senate Executive approve the Faculty of Graduate and Postdoctoral Affairs request for early Fall 2016 graduation for Master of Social Work.

The motion **PASSED UNANIMOUSLY**.



**Senate Executive
August 30, 2016
11:00 a.m. in 503S Tory Building**

MINUTES

Present: R. Runte (Chair), D. Russell, J. Shepherd for P. Ricketts.

Absent: Janine Debanné, P. Ricketts.

The Chair called the meeting to order at 11:02 a.m.

1. Approval of the Agenda

It was **MOVED** (D. Russell, J. Shepherd) that the agenda be approved.

It was **PASSED UNANIMOUSLY**.

2. Approval of the Minutes

The committee deferred this item to the next meeting.

3. Approval of Senate Agenda: September 9, 2016

The committee discussed the SAPC materials. The agenda was revised as follows:

- "Senate Election for Chancellor Search Committee" was removed, as there are no vacancies.
- "Quality Assurance Membership" was added as item 6.
- The Senate Executive minutes from "Reports for Information" was deferred until they have been approved by this committee.

It was **MOVED** (D. Russell, J. Shepherd) that the agenda be approved with the changes.

It was **PASSED UNANIMOUSLY**.

4. Other Business

a. Appeal: MEng/MIPIS degree

The Committee discussed a student request to change a received M.Eng degree to an MIPIS. J. Shepherd explained the nuances of the terms program, degree, and pathway. The committee declined the student's appeal as the student did not meet the requirements for the M. Eng. program.

b. June 2017 Convocation and Senate Medals Committee meeting dates

The Committee discussed moving the Spring Convocation date in order to allow more time for the Registrar's Office processes and Senate approval. Due to space limitations, the committee decided not to change the date.

Note: After the Senate Executive meeting the required space became available and Senate Executive, by an email, vote recommended that Senate approve changing the dates.

c. Senate Committees' Membership

The committee discussed outstanding vacancies. The Clerk will contact the individuals suggested by the committee.

d. Process for Minute Preparation (Senate and Senate Executive)

The committee requested that the draft Senate minutes be included in the Senate Executive meeting materials.

e. Senate Website

The Chair asked that an organizational chart be included. The committee deferred a fuller discussion to a future meeting.

D. Russell reported that the appeal request from the June meeting was denied, as the documentation provided to the student contained the deadline date for withdrawing an application to graduate.

The meeting adjourned at 11:50 p.m.



**Senate Executive
September 15, 2016
MINUTES
Web-based Motion**

MINUTES

Participants: J. Shepherd, P. Ricketts, R. Runte (Chair), and D. Russell

Absent: Janine Debanné

The Executive Committee members were emailed a motion and conducted an e-poll to approve the following:

That the Senate Executive approve the Registrar's Office's request for early Fall 2016 graduation for Bachelor of Arts (English).

The motion **PASSED UNANIMOUSLY.**

**Minutes of the 597th Meeting of the
Board of Governors**

**Tuesday, June 28th, 2016 at 4:00 p.m.
Room 2440R River Building, Carleton University**

PRESENT:	Mr. A. Tattersfield, Chair	Dr. R. O'Reilly Runte	Mr. O. Javanpour
	Dr. C. Carruthers	Mr. M. El Koussy	Dr. B. Örmeci
	Dr. F. Afagh	Mr. K. Evans	Ms. C. Switzer
	Mr. F. Alhattab	Ms. J. Gilbert	Ms. R. Thompson
	Mr. D. Andrews	Ms. C. Gold	Mr. A. Ullett
	Ms. D. Armstrong (phone)	Dr. R. Gorelick	Ms. L. Watson
	Mr. R. Burgess	Mr. E. Greenspon	Mr. B. Wener
	Mr. D. Craig	Mr. B. Hobin	Mr. M. Wernick
	Ms. L. A. Daly	Mr. R. Jackson	Dr. S. Whitney
REGRETS:	Ms. G. Courtland	Mr. J. Durrell	Ms. L. Levonian
	Dr. P. Merchant	Mr. N. Nanos	
STAFF:	Ms. J. Caldwell	Mr. S. Levitt	Mr. R. Thomas
	Mr. D. Watt	Mr. D. Boyce	Ms. K-L. Herbert
	Ms. S. Blanchard	Dr. M. Butler	
	Dr. Ricketts	Dr. C. Khordoc	
GUESTS:	Ms. A. McIlroy, BrookMcIlroy		
	Ms. J. Hawes, BrookMcIlroy		

OPEN SESSION

1. CALL TO ORDER AND CHAIR'S REMARKS

The Chair called the meeting to order at 4:00p.m. and welcomed all attendees, guests and observers. He acknowledged the Board for their time and contributions over the past year and thanked everyone for their support while he was Board Chair.

2. DECLARATION OF CONFLICT OF INTEREST

The Chair asked for any declarations of conflict of interest from the members. There were none.

3. APPROVAL OF AGENDA

A request was made to amend the agenda to include three items:

- 1) Board decision to declare Professor Gorelick ineligible to run for another term.
- 2) Inclusion of sexual violence in the Risk Assessment Report (596th meeting agenda).
- 3) Response from the Board regarding the non-confidence votes earlier in Board year.

The Chair noted that the items were already intended to be addressed under the Closed Agenda.

Ms. Daly moved, and it was seconded by Mr. Javanpour, that the agenda be approved as presented. It was carried.

4. APPROVAL OF THE CONSENT AGENDA

Mr. Wernick moved, and it was seconded by Mr. Wener, that the Open Consent agenda be approved as presented. It was carried.

5. ITEM(S) FOR DELIBERATION

5.1 Presentation of Campus Master Plan

Mr. Boyce introduced Ms. Anne McIlroy and Ms. Jessica Hawes, both from Brook McIlroy Consulting. They made a presentation of the revised Campus Master Plan which was distributed in advance.

A question was raised regarding whether adaption to climate change was considered in the revised plan, as it is anticipated that future storm systems are likely to become more severe. Ms. Hawes replied that while these issues were looked at site by site, they did not look at water levels in the river and canal. It was noted that this is worth consideration moving forward.

It was suggested that the outdoor quad areas be equipped with electrical outlets for charging stations so that students can have the option to study outside and not worry about their technology running out of battery life. Ms. McIlroy noted that this would be a viable consideration and that such stations could be positioned under the overhang of existing/new buildings, so as to be protected from the weather.

A comment was made regarding recommended priorities for projects related to the campus plan. The Chair of the Building Program Committee indicated that the intention

of the committee is to review priorities on a year-by-year and project-by-project basis, which would then be reviewed and affirmed by the Board.

Mr. Hobin moved, and it was seconded by Mr. El Koussy that the recommendation that the Carleton University Campus Master Plan, dated April 2016, be approved as presented. The motion carried.

5.2 Strategic Plan Update

Several reports and materials were provided in advance. Dr. Ricketts spoke to the report summarizing the Top Key Performance Indicators (2013-2018). Following his presentation, Dr. Butler, the Dean of Science and Dr. Khordoc, Dean of FASS were invited to speak about unique initiatives in their respective programs which are aligned with the SIP.

In addition, Mr. Thomas, Director of Human Resources and Ms. Herbert, Assistant Director HR Talent Programs made a presentation on the most positive results of the Employee Engagement Survey. It was noted that the University received an extremely high number of responses at a rate of 61% which is considered very positive for the first time that the Survey has been conducted with employees (faculty and staff).

5.3 Academic Unit Name Change – School of Canadian Studies

Dr. Ricketts spoke to the working paper provided in advance.

Ms. Thompson moved, and it was seconded by Ms. Daly, that the proposed change of academic unit name from the School of Canadian Studies to the School of Indigenous and Canadian Studies, be approved. The motion carried.

5.4 Approval of Naming of Lester B. Pearson Room

President Runte provided a summary of the working paper which was provided in advance.

Mr. Wernick moved, and it was seconded by Ms. Gold, to approve the request to re-name the Loeb Building Room D794 to the Lester B. Pearson Seminar Room, as presented. It was carried.

6. ITEM(S) FOR INFORMATION

6.1 Chair's Report

There was no report.

6.2 President's Report

The President re-affirmed the work that has been done on the Strategic Plan in the past academic year and spoke briefly to some of the key activities outlined in her Annual Report which was provided in advance.

The university expects to hear about the Infrastructure Funding before the end of June. Ms. Daly was thanked for hosting an event earlier in the spring in Kingston for students. Members were invited to review the reports from Ms. Blanchard and Mr. Cummings for updates on students, enrollment and communications.

6.3 Committee Chair Reports

a) Building Program

Mr. Hobin informed the members that the Health Science Building project is on-track.

Mr. Hobin moved, and it was seconded by Mr. Craig that the firm of Hariri Pontarini Architects / NORR Architects be awarded the contract as the design team for the new School of Business building. The motion carried.

Mr. Hobin moved, and it was seconded by Mr. Craig that the Montgomery Sisam and Bryden Martel Architects be awarded the contract as the design team for the Life Sciences Building Renewal and Addition project, as part of the infrastructure funding initiative. The motion carried.

b) Governance Committee

Mr. Wernick indicated that the committee recently met to take stock of what items need to be considered further and to make recommendations for additions to the Work Plan for the 2016/17 year.

7. OTHER BUSINESS

There was none.

8. QUESTION PERIOD

There were three questions posed:

1. During the first half of 2016, “Candidate Selection Handbooks” and “Expression of Interest” forms were created for academic staff, graduate students, and undergraduate students for elections to the board of governors. Who created and approved these handbooks and forms, and on what dates were they approved?
 - The University Secretary responded to this question indicating that the Expression of Interest form was presented to the Nominating Committee at its February 24th, 2016 meeting and that further details on that discussion could be found in the minutes in the Closed Consent Agenda for this meeting binder.
 - The handbook referred to has been used in the past for student, staff and faculty elections in varying formats and content. This year it was enhanced to ensure clarity and conformity of election activities. This type of update is not required to be presented to the Committee or Board for approval.
2. Will this board continue contracting KPMG for audit services after recent controversies regarding its tax avoidance schemes (offshore and divorce related) and gag orders against witnesses testifying before the House of Commons?
 - The President responded that KPMG is a national firm with a good reputation that works for many universities in Canada and they will continue to be retained.
3. On 14 April 2016, the executive committee approved a half-million dollars from our ancillary budget to cover men’s-only football. Will this large new expense be discussed at the open session of the board on 28 June 2016, i.e. placed on the open session agenda, especially since the Carleton community was promised that football would be solely supported via external funding and the ancillary budget is an open session item?
 - Mr. Watt informed the members that no operating budget funds will be allocated to support the football team. Funding will come from multiple sources which will include allocations from the Ancillary Budget Reserve Fund, alumni funding and game revenues.

ADJOURNMENT OF MEETING

Prior to the adjournment of the meeting, the Chair, on behalf of the Board, formally acknowledged the service of Mr. Watt over the past 22 years and thanked him for his contributions. A motion to adjourn the Open Session of the meeting was made at 5:51pm. The Chair thanked all guests who attended the Open Session and asked them to leave so that the Closed Session of the meeting could begin.