



*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 November 25, 2016 at 2:00 pm
Senate Room, Robertson Hall
AGENDA

Open Session:

1. Welcome
2. Approval of the Agenda
3. Approval of Minutes: October 26, 2016 (Open Session)
4. **Chairs' Remarks**
5. Question Period: Update on Global Academic (P. Ricketts)
6. Discussion Period: Enrollment Report (S. Blanchard)
7. Senate Administration:
 - a) Committee Membership
 - b) Financial Review Committee
 - c) Vice President (Research and International) Search Committee
8. Committee Reports:
 - a) SAPC (P. Ricketts)
 - b) SCCASP (H. Nemiroff)
 - c) Academic Colleague (J. Smith)
9. Reports for Information:
 - a) Senate Executive Minutes: October 18 and November 3, 2016
10. Other Business
11. 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 October 26, 2016 at 2:00 p.m.
Senate Room, 608 Robertson Hall

MINUTES

Present: S. Ajila, F. Alhattab, A. Arya, A. Bellerive, S. Blanchard, A. Bowker, D. Buss, M. Butler, L. Callaghan, C. Carruthers, W. Clement, J. Debanné, D. Deugo, C. Duff, M. Esponda, K. Evans, C. Feres, A. Forth, R. Goubran, N. Grasse, J. Hayes, R. Hoey, W. Horn, D. Howe, B. Hughes, W. Jones, E. Kwan, E. Lai, A. Loiselle, D. Long, A. Maheshwari, C. Miller (proxy sent), H. Nemiroff, M. Neufang, D. Owusu-Akyeeah, J. Paulson, P. Ricketts, R. Runte, D. Russell, J. Shepherd, E. Sloan, C. Smelser, M. Sucharov, N. Tait, S. Taylor, P. Thompson, J. Tomberlin, P. Watzlawik-Li, F. Webster, J. Wolfart, P. Wolff

Regrets: F. Afagh, K. Bashir, A. Chandler, C. Chi, A. Christianson, C. Cruickshank, J. Dalphy, A. Diptee, A. Dodge, M. El-Tanany, W. Felepchuk, S. Field, C. Fong, T. Garvey, P. Gentile, R. Gorelick, F. Hosseinian, O. Javanpour, K. Karim, M. Martinov, J. Miller, K. O'Meara, B. Örmeci, C. Parrott, M. Pelletier, M. Piché, A. Plourde, N. Rajapakse, J. Smith, J. Stoner, S. Sur, L. Watson, C. Wong.

Open Session:

1. Welcome

The President welcomed the new Senators.

2. Approval of Agenda (open)

It was MOVED (W. Felepchuk, W. Jones) that Senate approve the open agenda of the meeting of October 26, 2016 with the following two changes. Item 4 was deferred to the next Senate meeting as this was a topic request by a Senator unable to attend today's meeting. W. Felepchuk requested that the November 2, Day of Action be added to the agenda under 'Other Business'.
The motion PASSED.

3. Minutes:

a) September 9, 2016

It was MOVED (R. Goubran, M. Neufang) that Senate approve the minutes of the meeting of September 9, 2016.
The motion PASSED.

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

This item is deferred to the November Senate meeting.

5. Reports:

a) SAPC (P. Ricketts)

It was MOVED (P. Ricketts, M. Butler) that Senate approve the addition of the Astrophysics stream in the BSC honours program effective fall 2017.
The motion PASSED UNANIMOUSLY.

It was MOVED (P. Ricketts, W. Clement) that Senate approve the Final Assessment Report and Executive Summary for the MA program in Religion and Public Life.
The motion PASSED UNANIMOUSLY.

It was MOVED (P. Ricketts, W. Clement) that Senate approve the Final Assessment Report and Executive Summary for the Undergraduate and Graduate Programs in Sociology.
The motion PASSED UNANIMOUSLY.

A Senator asked if the issue of over-reliance on contract instructors is mentioned in many program reviews. P. Ricketts stated that it is mentioned in some instances and the department responsible for the program generally addresses the issue.

b) SCCASP (H. Nemiroff)

H. Nemiroff introduced the following motions:

It was MOVED (H. Nemiroff, A. Arya) 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.
The motion PASSED UNANIMOUSLY.

It was MOVED (H. Nemiroff, J. Shepherd) 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.
The motion PASSED UNANIMOUSLY.

It was MOVED (H. Nemiroff, R. Hoey) 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.

S. Blanchard stated that this change would bring Carleton in line with the standard practice of most other universities. Senators discussed the benefits and disadvantages of this change for the university and for students. H. Nemiroff stated that the motivation for this change was to provide better transparency and to align with provincial practices. It is not retroactive and

does not impact a student's CPGA. L. Ralph stated that students can appeal the WDN notation for health reasons.

The motion PASSED.

It was MOVED (H. Nemiroff, J. Shepherd) that Senate approve changes to regulation 2.3, Standing in Courses/Grading System, as amended, for the 17-18 calendar.

The motion PASSED UNANIMOUSLY.

It was MOVED (H. Nemiroff, J. Shepherd) that Senate approve the Academic Nomenclature document, as presented, effective the 18-19 calendar.

The motion PASSED UNANIMOUSLY.

c) Academic Colleague (J. Smith)

The report was included in the meeting materials.

6. Senate Administration

The Clerk presented updated membership of Senate and Senate Committees (see Appendix A).

It was MOVED (D. Russell, J. Paulson) that senate recommend to the Board that a representative of the alumni be appointed to Senate and that Jack Coghill be the alumni representative on Senate.

The motion PASSED UNANIMOUSLY.

It was MOVED (D. Russell, R. Hoey) that Senate approve the additions and changes to the memberships on various Senate Committees as presented.

The motion PASSED UNANIMOUSLY.

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

S. Blanchard asked Jen Sugar, Director of Student Affairs, to make a presentation on the proposed Sexual Violence Policy. After the presentation, there was considerable discussion and Senators provided much feedback on the Policy which Jen Sugar will take back to the Committee. Members of the GSA stated that there was an open letter signed by numerous members of the Carleton community posted at:

<https://docs.google.com/document/d/1KsqT5BJUPH7S3U4TcOC6QawUmNPkFNAi0QwxJTH4NJw/edit>

S. Blanchard thanked everyone for this level of engagement.

8. Reports for Information:

- a) Senate Executive Minutes – June 3, July 20, August 23 (electronic), August 30, September 15 (electronic) and September 20, 2016

There were no questions.

b) Board of Governors Minutes – June 28, 2016

There were no questions. The Chair stated that the Board is still waiting on the federal infrastructure funding announcement.

c) Appointments Made Contrary to the Advertising Policy (Clerk)

The Clerk stated that there have been three appointments made under this policy.

9. Other Business

a) November 2: Day of Action

W. Felepchuk stated that next Wednesday, November 2, is the national day of action by the Canadian Federation of Students. The GSA made an appeal to the Provost for academic amnesty on this day to encourage students to attend this event. However, P. Ricketts was unable to consider this request due to the August deadline in the 2010 Senate policy that addresses this type of request. W. Felepchuk stated that several universities have granted academic amnesty for this event. The GSA will be seeking to amend this policy in the near future.

J. Paulson reported that since the last Senate meeting he and others have received a lengthy email regarding the Senate Financial Review Committee. The Senate Office was not aware of this email. The Clerk asked J. Paulson to forward it to him and stated that it will be circulated to all Senators (see Appendix B).

In response to a question, H. Nemiroff stated that the new WPN notation will become active in 2017-18 and the method of informing students has not yet been determined.

10. Adjournment

It was MOVED (M. Neufang, P. Ricketts) to adjourn the meeting at 3:50 p.m.
The motion PASSED.

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)
Adam 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)**

APPENDIX B

Please find attached the report sent by Dr. Cordner, to which I'm hoping Exec and the SFRC can respond in November.

Thank you-
Best,
Justin [Paulson]

Subject: [Senate] A Report on the Senate Financial Review Committee

Dear Members of the Carleton University Senate,

As an outgoing member of the Senate Financial Review Committee (SFRC), I write to you to provide my personal report on the doings and affairs surrounding the SFRC and its mandate to review the University budgeting process. Some of you may remember me as a longstanding graduate member of Senate, as well as one of the new members of the SFRC after it was re-established at the orders of Senate in academic year 2014-2015.

For those of you who were not present at the time, I have appended a short pre-history of the drama of the SFRC below. The abbreviated version would be that SFRC has faced consistent obstruction of its business since at least 2008, when then Vice-President Finance Duncan Watt, by his own admission to Senate in May 2014, had struck a private arrangement behind closed doors with the Clerk of Senate to insure that the Finance Committee would no longer be populated or meet. Learning this, in October of 2014, Senate ordered the Clerk to populate the committee and for meetings to begin promptly. Shortly thereafter, the SFRC was asked to independently investigate allegations that the VP-F had been vastly understating surplus revenues in his budget reports to Senate, and the committee was asked to consider a motion to revise its terms of reference to make it more active and independent from the Administration in carrying out its duties. This was a motion that I myself had submitted to Senate, but which the Senate Executive did not allow to be read on the floor (another gross breach of the Senate's rights and prerogatives, and one that's become habitual).

Now, to cut a long story short, at the end of a sequence of meetings over the 2014-2015 academic, VP-F Duncan Watt appeared at the SFRC to present his budget. At that meeting, he reiterated his oft-made claim that, given his definition of terms, Carleton did not have any appreciable budget "surpluses".

I referred him to the footnotes on Net Assets and Capital Disclosures in the independently audited financial reports*. These showed vast increases in the "Special Reserve Funds", such that e.g., the "Capital Reserve" had ballooned from \$43M to \$120M and the "Pension Liability Reserve" had expanded from \$36M to \$90M from 2011 to 2015. I asked him that if this money did not, by his nominal definition, constitute a "surplus", might they, by his definition, be considered "appropriations". He admitted that they would, and that his office had been "appropriating" many millions of dollars for

special reserves for a good number of years. Needless to say, these reserves are not reported in “budgets”.

Now, dear Members of Senate, I have rarely had the occasion to see an entire roomful of seasoned professors quite literally drop their jaws and leave them hanging there for a solid two minutes. That was definitely one of them.

It was also a rare occasion to be exposed to what one wise man dubbed “the Humpty Dumpty Theory of Language” whereby words always mean exactly whatever the speaker wants them to mean. By this alchemy, “budget surpluses” are transmogrified into “reserve fund appropriations” and are magically whisked away from view and placed in a realm beyond debate.

In spite of (or perhaps because of) this ongoing business on the SFRC’s table, the sitting Chair of the committee (who was, of course, appointed by the Senate Executive) has refused to call the committee to order since the Summer of 2015. That is a solid year of refusing to obey even the existing rules. The Chair has repeatedly stated (on the record) that he does not personally think that the committee should exist, has insisted that nobody inside or outside the faculty cares about its business, and has at least once claimed that he wasn’t aware that his three-year appointment hadn’t ended in year two.

Needless to say, if the SFRC was called, it would be asked to report back on all of this, and to send back to Senate the motion to approve new terms of reference which might buttress its independence from interference. It remains for you, good Senators, to determine whether you would prefer to have your Financial Review Committee to provide you independent counsel on Carleton’s finances in the future, or not. If you do have a mind to keep accurately informed of financial matters (which quite obviously impinge upon the curriculum, on academic programming, and on the actual necessity of various programs, cuts, or academic out-sourcing proposed by the Administration), I would encourage you to Recall from Committee and debate the original motion of March 16th, 2015 to revise the SFRC terms of reference. Whatever your course of action, I’d also encourage you to read through the attached report from the CAUT, which outlines the various common ways that University administrations in Canada have found for hiding assets from their faculties, and how to see through the prestidigitation.

Whatever your decision, I am glad to have at least attempted to be of some service to you and to Carleton over the years.

Sincerely Yours,
Colin Cordner, Ph.D.
Department of Political Science
Carleton University

* <https://carleton.ca/financialservices/financial-reports/>

--Appendix--

- i) September 2014 - The “Carleton: Red or Black?” report on Carleton’s finances prepared for the Campus United group in September 2014 by Doctor Matthew Kurtz (Carleton) and Doctor Tyler Chamberlin (U. of Ottawa), alleged that Carleton’s surplus revenues were being vastly understated in the former Vice-President Finance’s (VP-F) budget reports to Senate and the Board of Governors.
- ii) May 2015 - Both Prof. Chantal Dion and I express concern over the matter that the SFRC has not been involved in vetting the budgets being presented to Senate. It is later admitted by the VP-F Duncan Watt, that he had, in effect, asked the Clerk of Senate to smother the SFRC some years prior. This occurred at least as far back as 2008, shortly after the committee recommended to Senate that it’s terms of reference be revised to allow it to operate more freely and to more actively review the University’s budget and it’s implications for curricular reforms on an ongoing basis. President Roseanne Runte would, in his absence at a later meeting, repeat the VP-F’s admission that the SFRC had not been populated and involved in validating the budget presentations to Senate because of a private agreement between the VP-F and the Clerk.
- iii) September 2015 - Senate committees are again populated... except for the SFRC. At this time, I give Notice of a Motion ordering the Clerk issue a call for members to populate the Committee promptly, and without further delays, and that the SFRC meet within thirty-days of the motion’s ratification by Senate.
- iv) October 2015 - Senate PASSED the motion as amended, thereby instructing that the SFRC begin meeting promptly.
- v) March 2015 - I give a Notice of Motion to the Senate Executive of a motion to revise the SFRC Terms of Reference along the lines originally proposed by the committee in 2008. The Senate Executive illegally refers the Motion to two different committees (the SFRC included) without allowing it to be known or considered by Senate. The Motion has since remained on the Table of SFRC, awaiting either to be recalled to the Senate or for the SFRC to meet and to send it back to the floor.

DATE: November 18, 2016

TO: Senate

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair,
Senate Academic Program Committee

RE: Joint PHD program in Biomedical Engineering, Joint with the University of Ottawa
– **New Program Approval**

SAPC Motion

THAT SAPC recommends to Senate the approval of the commencement of the Joint PhD program in Biomedical Engineering with the University of Ottawa with effect from September 2017, with a report to be submitted to the Ottawa Carleton Committee on Graduate Quality Assurance by June 30, 2019 on a reconsideration of the requirement that students entering the program who have already successfully completed BIOM 5010/BMG 5112 or the equivalent be required to take an additional 3 credit (University of Ottawa) or 0.5 credit (Carleton University) elective.

Senate Motion

THAT Senate approve the commencement of the Joint PhD program in Biomedical Engineering with the University of Ottawa with effect from September 2017, with a report to be submitted to the Ottawa Carleton Committee on Graduate Quality Assurance by June 30, 2019 on a reconsideration of the requirement that students entering the program who have already successfully completed BIOM 5010/BMG 5112 or the equivalent be required to take an additional 3 credit (University of Ottawa) or 0.5 credit (Carleton University) elective.

Background

The PHD program in Biomedical Engineering is a joint program with the University of Ottawa and is governed by the Joint Institutional Quality Assurance Process.

The program has followed the necessary approvals processes at each of the universities. These approval processes involve first a decision from the Ottawa Carleton Committee on Quality Assurance. From that point the proposal is considered by the Graduate Program Committee, Senate Executive and Senate at the University of Ottawa, and the Carleton University Committee on Quality Assurance, Senate Academic Program Committee and Senate at Carleton University. The proposed program is to be considered by the University of Ottawa's Senate on November 28th.

The requirement for a report originated with the Ottawa Carleton Committee on Quality Assurance and has subsequently been endorsed by all committees at the University of Ottawa and Carleton University.

Senators will note that the self-study (Appendix A) contains additions and changes using track changes. The reason for this is that the Quality Council Appraisal Committee appreciates seeing easily identifiable evidence in the self-study for a proposed program when the champions of the program have responded to recommendations made by the external academic reviewers or observations made by university committees as these committees have reviewed the documentation after the external academic reviewers have submitted their report and the program champions have responded to it.

Attachments

- Appendix A: Self-Study with Appendices (updated)
- Appendix B: Discussant's Report
- Appendix C: Site Visit Agenda and Brief Biographies of External Reviewers
- Appendix D: External Reviewers' Report
- Appendix E: Response to the External Reviewer's Report
- Appendix F: Discussant's Final Recommendation Report
- Appendix G: Recommendation from the Carleton University Committee on Quality Assurance

Quality Assurance Framework and Carleton's Institutional Quality Assurance Process (IQAP)

Upon the proposed program being approved by the Senates of the University of Ottawa and Carleton University, the required documentation will be submitted to the Quality Council for its review and a decision on whether PHD program in Biomedical Engineering will be authorized to commence.

DATE: November 18, 2016

TO: Senate

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair,
Senate Academic Program Committee

RE: MSc and PHD programs in Health Sciences – **New Program Approval**

SAPC Motion

THAT SAPC recommends to Senate the approval of the proposed MSc and PHD programs in Health Science to commence with effect from Fall 2017.

Senate Motion

THAT Senate approve the proposed MSc and PHD programs in Health Science to commence with effect from Fall 2017.

Background

Senators will note that the self-study (Appendix A) contains additions and changes using track changes. The reason for this is that the Quality Council Appraisal Committee appreciates seeing easily identifiable evidence in the self-study for a proposed program when the champions of the program have responded to recommendations made by the external academic reviewers or observations made by university committees as these committees have reviewed the documentation after the external academic reviewers have submitted their report and the program champions have responded to it.

Senators will also note that, while the Carleton University Committee on Quality Assurance unanimously recommended that the proposed programs be approved to commence, the Committee nonetheless had a significant concern about maintaining the quality of the student experience in all four programs (BHSc, MSc: HSTP, MSc and PhD) the Department of Health Science intends to deliver in 2017 given the ambitious timeline for the implementation of the MSc and PhD programs. This concern was communicated to the Department in a memorandum of November 10th (Appendix G). In response, the Department provided an addendum (Appendix H) to their original response (Appendix E) to the external academic reviewers' report (Appendix D). This addendum was considered by Senate Academic Program Committee in making its recommendation to Senate.

Attachments

Appendix A: Self-Study with Appendices

Appendix B: Discussant's Report

Appendix C: Site Visit Agenda and Brief Biographies of External Reviewers

Appendix D: External Reviewers' Report
Appendix E: Response to the External Reviewer's Report
Appendix F: Discussant's Final Recommendation Report
Appendix G: Recommendation from the Carleton University Committee on Quality Assurance
Appendix H: Addendum to Response to the External Reviewers' Report.

Quality Assurance Framework and Carleton's Institutional Quality Assurance Process (IQAP)

Upon the above motion being passed by Senate, the required documentation will be submitted to the Quality Council for its review and a decision on whether the MSc and PHD programs in Health Sciences will be authorized to commence.

DATE: November 18, 2016

TO: Senate

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair,
Senate Academic Program Committee

RE: Post-Baccalaureate Diploma in Film Studies – **New Program Approval**

SAPC Motion

THAT SAPC recommends to Senate the approval of the proposed Post-Baccalaureate Diploma in Film Studies in to commence with effect from Fall 2017.

Senate Motion

THAT Senate approve the proposed Post-Baccalaureate Diploma in Film Studies to commence with effect from Fall 2017.

Background

The Post-Baccalaureate Diploma is intended for students applying for admission into the M. A. in Film Studies who have at least an 8.0 grade point average but minimal background in Film Studies.

Attachments

Executive Summary
Courseleaf entry

DATE: November 18, 2016

TO: Senate

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair, Senate
Academic Program Committee

RE: Curatorial Studies master's-level graduate diplomas (Type 2 & 3)
New Program Approval

SAPC Motion

THAT SAPC recommends to Senate the approval of the proposed master's-level graduate diplomas in Curatorial Studies to commence with effect from Fall 2017 contingent on the approval of the Carleton University Committee on Quality Assurance.

Note: Contingency met November 23, 2016.

Senate Motion

THAT Senate approve the proposed master's-level graduate diplomas in Curatorial Studies to commence with effect from Fall 2017.

Background

The program is a graduate diploma in Curatorial Studies open to students already enrolled in an M.A. or Ph.D. program at Carleton University, or to museum professionals seeking to upgrade their credentials.

Attachments

Self-Study with Appendices

Quality Assurance Framework and Carleton's Institutional Quality Assurance Process (IQAP)

Upon the above motion being passed by Senate, the required documentation will be submitted to the Quality Council for its review and a decision on whether the master's-level graduate diplomas (Type 2 & 3) in Curatorial Studies will be authorized to commence.

DATE: November 18, 2016

TO: Senate

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair, Senate Academic Program Committee

RE: Final Assessment Report and Executive Summary: Bachelor of Humanities Program

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 Bachelor of Humanities program.

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 November 3, 2016:

THAT SAPC recommends to Senate the approval of the Final Assessment Report and Executive Summary arising from the cyclical review of the Bachelor of Humanities program.

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 November 25, 2016

THAT Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the Bachelor of Humanities program.

DATE: November 18, 2016

TO: Senate 

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair, Senate Academic Program Committee

RE: Final Assessment Report and Implementation Plan for the Joint PhD program in Canadian Studies with Trent University

The purpose of this memorandum is to request that Senate approve the Final Assessment Report and Implementation Plan arising from the cyclical review of the Joint PhD program in Canadian Studies with Trent University.

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 November 3, 2016:

THAT SAPC recommends to Senate the approval of the Final Assessment Report and Implementation Plan arising from the cyclical review of the Joint PHD program in Canadian Studies.

Senators will note that the Final Assessment Report and Implementation Plan are not in the format customarily used at Carleton University. This is because at an early stage in the cyclical program review process, it was decided to follow the process and template of Trent University. There is no joint IQAP governing the review of this joint program.

The Final Assessment Report and Implementation Plan 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 documentation customarily supplied but in the case of a Carleton –only cyclical program review. This documentation constitutes the basis for reviewing the process that was followed and assessing the appropriateness of the outcomes.

This documentation is 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 Implementation 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 Implementation 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 Implementation 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 November 25, 2016

THAT Senate approve the Final Assessment Report and Implementation Plan arising from the cyclical review of the Joint PhD program in Canadian Studies.

DATE: November 18, 2016

TO: Senate

FROM: Dr. John Shepherd, Vice-Provost and Associate Vice-President (Academic), and Vice-Chair,
Senate Academic Program Committee

RE: 2017-18 Calendar Curriculum Proposals
Graduate & Undergraduate Major Modifications

Background

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

In electronic communications dated October 24, 2016, November 7, 2016, October 17, 2017, October 18, 2016, August 5, 2016, November 10, 2016, June 24, 2016, October 24, 2016, August 7, 2016 & August 7, 2016 members of the Library staff, upon review of the proposals, confirmed no additional resources were required for the 2017-18 major modifications.

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

Major Modifications

1. Master of Computer Science

CUCQA approval: November 9, 2016

SCCASP approval: November 17, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the major modifications to the Master of Computer Science program as presented with effect from fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the major modifications to the Master of Computer Science program as presented with effect from fall 2017.

2. Bachelor of Health Sciences Honours with Concentration

CUCQA approval: November 9, 2016

SCCASP approval: November 17, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the major modifications to the Bachelor of Health Sciences program as presented with effect from fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the major modifications to the Bachelor of Health Sciences program as presented with effect from fall 2017.

3. Master of Science: Health: Science Technology and Policy

CUCQA approval: November 9, 2016

SCCASP approval: November 17, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the major modifications to the Master of Science in Health: Science Technology and Policy program as presented with effect from fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the major modifications to the Master of Science in Health in Science Technology and Policy program as presented with effect from fall 2017.

4. Master of Accounting

CUCQA approval: November 9, 2016

SCCASP approval: November 17, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the major modifications to the Master of Accounting program as presented with effect from fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the major modifications to the Master of Accounting program as presented with effect from fall 2017.

5. Bachelor of Science: Neuroscience and Mental Health & minor in Neuroscience and Mental Health

CUCQA approval: November 9, 2016

SCCASP approval: November 17, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the major modifications to the Bachelor of Science in Neuroscience and Mental Health & minor in Neuroscience and Mental Health programs as presented with effect from fall 2017 contingent on the approval of the Vice-President Academic and Research Committee.

Note: Contingency met November 25, 2016.

Senate Motion November 25, 2016

THAT Senate approve the major modifications to the Bachelor of Science in Neuroscience and Mental Health & minor in Neuroscience and Mental Health programs as presented with effect from fall 2017.

6. Bachelor of Information Technology: Photonics and Laser Technology

CUCQA approval: November 9, 2016

SCCASP approval: November 17, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the major modifications to the Bachelor of Information Technology in Photonics and Laser Technology program as presented with effect from fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the major modifications to the Bachelor of Information Technology in Photonics and Laser Technology program as presented with effect from fall 2017.

7. Doctor of Philosophy: Environmental Engineering

CUCQA approval: October 26, 2016

SCCASP approval: November 1, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the major modifications to the PHD program in Environmental Engineering as presented with effect from fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the major modifications to the PHD program in Environmental Engineering as presented with effect from fall 2017.

8. Master of Business Administration: Concentration in Arts Management

CUCQA approval: November 9, 2016

SCCASP approval: November 17, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the Master of Business Administration: Concentration in Arts Managements to commence fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the Master of Business Administration: Concentration in Arts Managements to commence fall 2017.

9. Master of Arts: Music and Culture with a Specialization in African Studies

CUCQA approval: October 26, 2016

SCCASP approval: November 1, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the approval of the Master of Arts in Music and Culture with a Specialization in African Studies with effect from fall 2017.

Senate Motion November 25, 2016

THAT Senate approve the Master of Arts in Music and Culture with a Specialization in African Studies with effect from September 2017.

10. Doctor of Philosophy: Management (Okanagan)

CUCQA approval: November 9, 2016

SAPC Motion November 17, 2016

THAT SAPC recommend to Senate the delivery of the PHD program in Management at Okanagan University College, University of British Columbia, with effect from May 2017.

Senate Motion November 25, 2016

THAT Senate approve the delivery of the PHD program in Management at Okanagan University College, University of British Columbia, with effect from May 2017.

MEMORANDUM

From the Senate Committee on
Curriculum, Admission and Studies Policy

To: Senate
From: Howard Nemiroff, Chair of SCCASP
Date: November 25, 2016
Subject: **17-18 Academic Regulations Changes**

For Senate approval:

SCCASP recommends to Senate changes to the academic regulations for the following sections of the 17-18 Calendar:

1. Final Examinations

Motion: That Senate approve revisions to regulation 2.4 UG and 9.3 GR, Final Examinations, as presented, effective the 17-18 calendar.

(doc: TBD-1421:R-UG-2.4 – GR-9.3 Examination Regulations)

2. Deferred Final Term Work

Motion: That Senate approve revisions to section 2.6 UG and 9.2 GR, Deferred Final Term Work, as presented, effective the 17-18 calendar.

(doc: TBD-1317:R-UG-2.6-GR-9.2 Deferred Term Work)



Senate Executive
October 18, 2016
11:00 a.m. in 503S Tory Building

MINUTES

Present: J. Debanné, P. Ricketts, R. Runte, D. Russell

Absent: J. Shepherd

The Chair called the meeting to order at 11:07 a.m.

1. Approval of the Agenda

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

It was PASSED UNANIMOUSLY.

2. Approval of the Minutes: September 20, 2016

It was MOVED (D. Russell, P. Ricketts) that the minutes of the meetings of September 20, 2016 be approved.

It was PASSED UNANIMOUSLY.

3. Approval of Senate Agenda: October 26, 2016

The committee discussed the Senate agenda. The Clerk will reach out to a few campus groups to invite them to attend the open session and speak to the discussion item. The discussion item will be limited to one hour in order to accommodate the agenda. The full agenda includes a closed session with many convocation-related items.

4. Other Business

a. Appointment of a Special Representative to Senate (Alumni Representative)

After discussion, the committee agreed to include this motion on the agenda.

b. Posthumous degrees

The Clerk received two graduate and one undergraduate application for posthumous degrees. The committee discussed the merits of each case and the recommendations of the **students' Faculties, the Registrar's Office and the Faculty of Graduate and Postdoctoral Affairs**. The application for the undergraduate student did not meet the requirements as the student was **not enrolled in courses within 12 months of the student's death**.

It was MOVED (J. Debanné, P. Ricketts) that the Executive Committee approve and send to Senate for information that:

- A posthumous doctoral degree in Sociology be awarded as discussed.
- A posthumous master's degree in Film Studies be awarded as discussed.

It was PASSED UNANIMOUSLY.

c. Application for Early Graduation

The committee discussed a student petition for early graduation due to an international employment opportunity. The Registrar's Office supports the petition.

It was MOVED (J. Debanné, D. Russell) that the Senate Executive approve the Registrar's Office's request for early Fall 2016 graduation for a student with a Bachelor of Arts (English).

d. **Senate Committees' Membership**

The Clerk reported that most committee vacancies have been filled. He also reported that Dr. I. Riar has resigned from Senate (due to a leave) and that Dr. M. Esponda will replace him (by acclamation). The elected undergraduate representative seats have also been filled, with an election for the FPA seats underway this week. There is one outstanding vacancy for Business.

e. New Senate Furniture

The committee discussed the senate room furniture and ideas for future renovation proposals.

f. Senate Website

The committee discussed the process of updating and streamlining the Senate website. A part-time student has been hired between the Office of the Senate and Archives to process a backlog of physical documentation in the corporate archives.

5. Adjournment

The Chair adjourned the meeting at 12:05 p.m.

Senate Executive
November 3rd, 2016

Web-based Motion

MINUTES

Participants: R. Runte (Chair), Janine Debanné, D. Deugo, B. Hughes, P. Ricketts, D. Russell, and W. Felepchuk

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

1. That Senate Executive approve the post-graduation amendment to the graduate record of an M.A., International Affairs graduate, as presented.
2. That Senate Executive approve a request for late graduation of a candidate in B.A., English, as presented.

Both motions PASSED UNANIMOUSLY.