



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

**Carleton University Senate
Meeting of September 27, 2024 at 2:00 pm
Via Zoom Videoconference**

MINUTES

Present: M. Abarghouei, J. Armstrong, M. Barbeau, S. Blanchard, A. Bordeleau, A. Bowker, F. Brouard, S. Burges, A. Buri, J. Chan, J.P. Corriveau, E. Cyr, M. DeRosa, S. El Fitori, S. Everts, J. Garcia, R. Goubran, K. Graham, L. Grant, E. Gray, J. Greenberg, N. Hagigi, M. Haines, S. Hawkins, X. Haziza, K. Hellemans, D. Hornsby, D. Howe, L. Kostiuk, J. Kundu, G. Lacroix, A. Lannon, A. MacDonald, B. MacLeod, L. Madokoro, A. Marcotte, L. Marshall, D. Maseko, J. Mason, D. Mendeloff, M. Nadeem, H. Nemiroff, B. O’Neill, M. Pearson, P. Rankin, R. Renfroe, M. Rooney, S. Sadaf, O. Saloojee, E. Sloan (Clerk), C. Smelser, D. Sprague, K. Taylor, R. Teather, J. Tomberlin (Chair), R. Treasure, C. Trudel, C. Viau, G. Wainer, J. Wallace, P. Williams

Regrets: R. Gorelick, N. Laporte

Absent: M. Baez, A. Clarke, B. Heerspink

Recording Secretary: K. McKinley

1. Welcome & Approval of Agenda

The meeting was called to order at 2:01 p.m. The Chair welcomed Senators to the first Senate meeting of the 2024-25 year, being held via Zoom videoconference. He noted that the decision to move the meeting online was made as a result of a strong recommendation from Risk Management and Campus Safety, who had indicated that a demonstration had been planned for the area outside of Pigiavik. This decision was made in the best interests of those working inside Pigiavik and for Senators, some of whom had expressed concern for their safety.

The Chair remarked that the Fall semester has begun well, with over 30,000 new and returning students on campus, Throwback around the corner and 5 new programs launching soon, in 2025.

The Chair welcomed 8 new Student Senators, 1 returning Student Senator, 8 new faculty members and the new Interim Vice-President Finance and Administration, Angela Marcotte.

The Chair then acknowledged the recent passing of the following members of the Carleton community:

- Bruce Campbell, faculty member in the Department of Physics
- Franz Oppacher, faculty member in the School of Computer Science
- Natalie Pressburger, Departmental Administrator in the Department of Geography and Environmental Studies, and
- Greg Andonian, one of the longest serving faculty members of the Azrieli School of Architecture & Urbanism

The Chair offered condolences to those who knew and loved them.

After reviewing the protocols for online meetings, the Chair turned to the agenda.

It was **MOVED** (M. Haines, F. Brouard) that Senate approve the agenda for the meeting of Senate on September 27, 2024, as presented.

The motion **PASSED**.

2. **Minutes:** June 7, 2024 (Open Session)

The recording Secretary noted one error in the attendance record – Julia Wallace attended but was marked as absent.

It was **MOVED** (J. Mason, C. Viau) that Senate approve the minutes of the Open Session of the Senate meeting of June 7, 2024, as amended.

The motion **PASSED**.

3. **Matters Arising:**

Vice-Provost and Associate Vice-President (Academic) David Hornsby provided a research summary on the efficacy of online courses, in response to a request from Morgan Rooney at

the June 7th Senate meeting. He presented comparative data which illustrated the following points:

- Overall DFW (D grade, Failure, Withdrawal) rates in the past 2 years are lower for online courses than face-to-face courses.
- Generally, DFW rates in web-based courses have been decreasing steadily over the past 10 years.
- DF rates are consistently lower in online courses than face-to-face courses, but withdrawal rates are slightly higher in online courses.

In response to a question regarding online cheating, AVP Hornsby noted that if cheating was a significant problem for online assessments, the decline in DFWs would be more drastic, rather than a steady decline as indicated.

4. Chair's Remarks

The Chair provided a few brief highlights of recent Carleton academic achievements and successes:

- Carleton's researchers Jo-Ann LeFevre, Sarah Casteel and Maria Rogers have been named to the Royal Society of Canada (RSC), honoring the significant impact they have made in their respective research fields.
- Professor Chris Burn has received the 2024 Mentorship Medal from the Canadian Federation of Earth Sciences. His exceptional guidance in climate and permafrost research has made a lasting impact and will continue to do so through the young researchers he continues to mentor.
- Carleton's Faculty of Engineering and Design ranks in the top 30% of engineering programs globally and its electronics engineering programs are third in Canada, according to the 2024 U.S. News & World Report. Additionally, Carleton has been recognized as a leader in telecommunications engineering, ranking 32nd worldwide and 3rd in Canada in the 2024 Shanghai Ranking Global Ranking of Academic Subjects, improving by 12 spots from last year.

Finally, the Chair noted that three Carleton University researchers--Amy Rand, Hanika Rizo and Elisabeth Gilmore--have been awarded a total of \$2 million from the federal government's New Frontiers in Research Fund (NFRF). The funding supports innovative projects on gut microbes breaking down 'forever chemicals', tracing early life on Earth, and equitable climate adaptation for the precariously housed.

5. Question Period

Four questions were submitted in advance by 3 Senators.

Question from Senator Allan Buri (CASG)

This semester, hundreds of Carleton students did not receive their course outlines until days after the August 28th deadline. Moreover, several students did not receive course outlines until after classes began. For one course, the outline was not released until Wednesday September 11th, and the professor did not show up for the first lecture, without informing students. Can the Senate identify the impacts that these actions have on students and commit to working with the Carleton Academic Student Government to ensure the course outline release deadline is respected in coming semesters?

Response from AVP David Hornsby: According to Calendar Regulation 5.2, Instructors are required to provide course outlines to students at least one week in advance of the start of the term. In the past this has been well practiced and these anomalies need to be followed up with the Faculty Dean.

Senator Buri noted that failure to provide the course outline in advance is, unfortunately, a common issue, not an anomaly, and that students are significantly impacted by it. Students are asking for assurances that the regulation is properly administered moving forward.

It was noted as well that Contract Instructors are not actual employees until the first day of term, so that posting the course outline in advance would require them to work before their contract begins. Additionally, the Brightspace page needs to be accessible for Instructors, and this is sometimes problematic for CIs.

AVP Hornsby agreed to contact CASG offline to continue the discussion and explore solutions to the problem.

Question from Senator Jody Mason:

During the June 2024 Senate meeting, there were a number of procedural anomalies, which ultimately served to hinder full and open exchanges, which should be at the heart of any University Senate meeting. Specifically, there were unannounced speakers at the meeting and observers were permitted to contribute information in the Zoom chat. What is the procedure for having speakers invited to Senate and is it a Senate requirement that any such speakers be identified in the meeting agenda circulated prior to the meeting?

Response from the Chair:

One person joining the June 7th meeting as a non-Senator requested speaking privileges and this request was granted by the Chair. Currently there is no requirement for this information to be circulated in advance to Senators. This is the Chair's prerogative and the procedure is well established via past practice. The speaker did access the Chat feature, but the contribution was not disruptive to the meeting. In response to a question, the Chair agreed to consider announcing invited speakers when the agenda is approved at the beginning of the meeting.

Questions from Senator Laura Madokoro

- The penultimate meeting of Senate in June 2024 concluded with a vote to defer a motion on the floor (the motion presented by Senator Hagigi) to the next meeting of Senate. This vote carried. Nonetheless, the last scheduled meeting of Senate for the 2023-24 year was cancelled, without any explanation to Senators about what would happen to the deferred motion. Why was the final June meeting of Senate cancelled when there was in fact business to be dealt with?

Response from Chair:

As per normal practice, the final June meeting of Senate was cancelled because there was no core business of Senate to be conducted.

- During the 2024 – 2025 academic year, we witnessed a number of efforts to discourage free and open exchange at Carleton including signage that reinforced the notion of “authorized activities” on campus and fencing that precluded the possibility of outdoor gatherings in the quad. What measures will be undertaken this year to ensure that our university fosters dialogue and exchange in these difficult, polarizing times?

Response from Chair:

It is the duty of the President to ensure that employees, faculty and students have a safe, respectful and harassment-free place to work and study. The decisions referred to in the question were all made with that responsibility in mind. The Quad was closed last year in order to repair pathways and stairs, and to remove some trees. The extra fencing was used to ensure that an encampment in this space would not take place, as this would have been a dangerous situation for everyone given the work that was taking place in the Quad. The Chair reiterated that the decision was made to ensure the safety of the community in these difficult times. The university will continue to foster dialogue and exchange while endeavoring to ensure the safety of the Carleton community.

6. Administration (Clerk)

a) Senate Membership Ratification

The Clerk presented a memo to ratify 3 faculty members, 2 members of the Board of Governors, one Contract Instructor and one undergraduate student as new Senators.

It was **MOVED** (L. Madokoro, J. Mason) that Senate ratify the new Senate appointments, as presented.

The motion **PASSED**.

b) June Convocation Date Changes for 2026 and 2027

The Clerk noted that June Convocation dates for 2026 and 2027 will be changing to one week earlier than previously indicated. The June 2025 dates will remain the same.

It was **MOVED** (A. Bordeleau, M. Pearson) that Senate approve the revised Spring Convocation dates, as presented.

The motion **PASSED**.

c) Report on SEC Summer Empowering Motion

The Clerk reported that there was one Senate Executive Committee e-poll for committee approvals over the summer. Minutes for this e-poll were included in the Senate binder under Items for Information.

d) Senate Survey – summary of Results

The Clerk provided the following highlights of the results of the 2024 Senate Survey, circulated to allow Senators to provide feedback, and to continue to develop best practices in academic governance and a more open and responsive Senate.

Strengths identified included the following:

- Efficient and well-organized
- Well prepared staff
- Collegial environment

Senators identified the following areas for improvement:

- Provide more time for questions, debate and engaged discussions
- Ensure that debate is not shut down

- Shorter Chair's Remarks
- Fewer presentations

The Chair thanked Senators who participated in the survey.

e) Clerk of Senate – Call for Nominations

The Clerk announced that her term as Clerk of Senate will end on June 30, 2025 and she is not seeking re-election. A Call for Nominations for the next Clerk of Senate will be circulated next week, for a term beginning July 1, 2025. The Call will be open for the month of October.

7. Reports:

a) Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP)

Committee Chair Julia Wallace presented three items for approval and one item for information.

Items for approval:

Revisions to program structure regulations – for consistency and to simplify admissions process.

It was **MOVED** (J. Wallace, R. Renfro) that Senate approves the revisions to TBD-1858 R-UG-3.1.6 Program Structure effective for the 2025/26 Undergraduate Calendar as presented.

The motion **PASSED**.

Glossary revisions following from above changes

It was **MOVED** (J. Wallace, K. Hellemans) that Senate approves the revisions to the Glossary effective for the 2025/26 Undergraduate Calendar as presented.

The motion **PASSED**.

Removing some barriers on admissions to BGINS program

It was **MOVED** (J. Wallace, B. O'Connor) that Senate approves the revisions to Regulation TBD-1366 R-ADM-Program-BGInS effective for the 2025/26 Undergraduate Calendar as presented.

The motion **PASSED**.

Item for Information:

- New micro-credential from the Department of Psychology on Climate Change & Youth Mental Health

7-Reports (cont'd):

b) Senate Quality Assurance and Planning Committee (SQAPC)

Committee Chair David Hornsby presented one cyclical review for approval.

It was **MOVED** (D. Hornsby, A. Bordeleau) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the Undergraduate programs in Human Rights and Social Justice.

The motion **PASSED**.

7-Reports (cont'd):

c) Senate Academic Governance Committee (SAGC) (E. Sloan)

Committee ratifications:

The Clerk presented a motion from SAGC to ratify 3 new committee members.

It was **MOVED** (E. Sloan, M. Rooney) that Senate ratify the nominees for Senate committees, for service beginning immediately upon approval.

The motion **PASSED**.

Updated Senate Committee Terms of Reference – the Clerk presented a motion to approve updated Terms of Reference for 4 Standing Committees of Senate: The Senate Review Committee, Medals and Prizes Committee, Quality Assurance and Planning Committee, and Committee on Curriculum Admissions and Studies Policy. The amendments were required due to the restructuring of the Faculty of Graduate and Postdoctoral Affairs.

It was **MOVED** (E. Sloan, J. Armstrong) that Senate approve the updates to the Terms of Reference for the Senate Committees as presented.

It was noted that Public Affairs should be changed to Public and Global Affairs in the documents. The Clerk agreed to make that change.

The motion **PASSED**.

Ad Hoc Committee on Academic Integrity Policy – the Clerk presented a motion to approve the Terms of Reference for an Ad Hoc Committee on the Academic Integrity Policy. Proposed Terms of Reference were circulated to Senators in advance. Revisions to the policy are required due to the recent restructuring of the Faculty of Graduate and Postdoctoral Affairs and also because of growing concerns regarding the impact of Artificial Intelligence on academic integrity. The review also would provide an opportunity to ensure coordination between Faculties and to consider lessons learned during the pandemic.

It was **MOVED** (K. Graham, S. Sadaf) that Senate approve the Terms of Reference for the Ad Hoc Committee on the Academic Integrity Policy, as presented.

A Senator asked about representation and if there would be room for a Contract Instructor on the committee. The Clerk noted that the membership would include faculty members who are assigned to deal with academic integrity issues, and these are normally Associate Deans, not Contract Instructors.

The motion **PASSED**.

Ad Hoc Committee on Petitions & Appeals – the Clerk presented a motion to approve the Terms of Reference for an Ad Hoc Committee on Petitions & Appeals. The Senate Academic Governance Committee has determined that a clear overview of the entire process of appeals and petitions is required to clarify the process for students and the various appeal committees. Graduate petitions and appeals processes also need to be reviewed and documented due to the restructuring of the Faculty of Graduate and Postdoctoral Affairs. The draft Terms of Reference for this new Ad Hoc Committee were circulated in advance to Senators.

It was **MOVED** (E. Gray, K. Graham) Senate approve the Terms of Reference for the Ad Hoc Committee on Petitions & Appeals, as presented.

The motion **PASSED**.

7-Reports (cont'd):

d) Senate Review Committee (Review of 2024-25 Operating Budget)

Former Committee Chair Daniel Siddiqi (invited guest) introduced this item. He noted that the Senate Review Committee met in May of 2024 to review the 2024-25 Operating Budget. Committee members drafted a set of questions that were then submitted to the Provost for a response at Senate. The responses were delayed to September, as the Provost was not available for the June 7th Senate meeting. The questions were circulated in advance to Senators.

Provost and VP Academic Pauline Rankin provided the following answers to the questions submitted by the Senate Review Committee.

- i. Projected Revenues: Please clarify what is included in “other income” and also clarify if the investment income is a net number (i.e. is debt repayment factored in).

Other income accounts for \$22M of the projected revenues; included in this category are application fees, co-op fees, late fees, endowment administration charges, and possibly some revenue from departmental specific sources. The investment income, at \$22M is 4% of the total projected revenues; debt repayment is not included in this number.

- ii. Projected Expenses: Please provide details on what is included in “Provisions and Contingencies.”

Provisions and Contingencies of \$6M works towards debt servicing, and a small amount is kept for unforeseen expenditures.

- iii. Projected Expenses: Please clarify the category of “Supplies and Direct Expenses.”

This \$9M expense is for general and administrative expenses incurred by Resource Planning Committees including office supplies, printing, communications, equipment rental, membership fees, advertising, and training costs.

- iv. Projected Expenses: Please provide the following information if possible:

- a. Union vs non-union salaries/employees
- b. Management vs. non-management administration vs. faculty members
- c. Comparison of management to levels at other universities

The Provost declined to answer this question as the Operating Budget presentation never includes salary information, which is confidential.

- v. Financial Risk Mitigation: What are the restrictions on using Reserves and Contingencies and how large are our reserves currently?

Contingencies relates on the expense slide to debt servicing and unanticipated expenses.

Reserves relate to carry-forward in the Resource Planning Committees, internally restricted research reserves, capital projects, reserves related to the pension plan, investment equalization funds, and reserves around ancillary units. There are restrictions on these funds. For example, to access investment equalization funds and the pension reserve requires Board approval.

At the end of the last fiscal year, Carleton's total reserves were at \$371M. Of that number, \$153M is available but other reserves are allocated to specific activities. Research funds are restricted and should never be used to support operations. Ancillary reserves are used to ensure that ancillaries (parking, athletics, bookstore) remain viable. Ongoing capital project reserves are for ongoing deferred maintenance, which totals approximately \$14M.

- vi. New Allocations: Why the increase in funding for Joint Programs?

The figure in this chart of \$0.7M does not represent an increase in funding. The program in question is the Bachelor of Information Technology, which is a joint program between Carleton University and Algonquin College. Carleton collects all tuition fees for the BIT; the \$0.7M is an estimate of the money that will go back to Algonquin College as their share of the tuition revenues.

- vii. Provisions and Contingencies: Please explain the numbers in this slide (previous slide outlining Expenses allocates only \$6M for Provisions & Contingencies.)

In addition to the \$6M for debt servicing, a number of other items are included in the overall budget for provisions and contingencies. A large portion of the provisions are for anticipated expenditures that are still somewhat unknown. Examples include overall salary increases negotiated as a result of collective agreements, the added benefits costs as a result of these, new money for base positions, etc. The allocation is an estimation of the costs for these types of items on an annual basis.

- viii. Base Budget Deficit Projection: Does the bounce-back line include the 6% cut?

No cut assumption was associated with the bounce-back line. The “bounce-back” scenario was that the new programs would begin in 2025-26, international enrolment would bounce back, domestic enrolment would continue to grow and that the provincial government grant might grow with increased enrolment. Unfortunately, it appears unlikely now that these factors will materialize.

For 2024-25, Carleton is facing a \$16M shortfall in tuition revenue alone, on top of our previous projected deficit, largely due to the drop in international enrolment. The federal government has recently announced a further cap on international students and the provincial government is requiring attestation letters for graduate students as well. This will contribute to a further drop in international enrolment in subsequent years.

At the moment, Carleton’s international undergraduate student numbers have dropped by 55% and the international graduate student numbers have dropped by 35%. The impact of the new restrictions from the federal government will be felt in the coming years, and will exacerbate the situation even further.

As a result, the bounce-back line in the projection slide will need to be adjusted.

- ix. Base Budget Deficit Projection: If across-the-board cuts are not continuing, where will the 6% cuts be focused? Which RPCs are targeted?

No decision has been made regarding across-the-board 6% cuts. Discussions are underway on how to respond to the growing financial pressures and a variety of strategies are being considered, including increased attention to domestic students at the undergraduate and graduate level, increased focus on professional master’s programs (Master of Finance, Master of Engineering Practice, etc.), and lobbying the provincial government.

The Chair thanked the Provost and the Senate Review Committee for providing this information for Senators.

8. Investment Review & Transparency Motion (Hagigi)

This motion was introduced, moved (Hagigi) and seconded (Madokoro) at the June 7th meeting of Senate. It was postponed to the Sept 27th meeting, in order to allow Senators to

receive a technical briefing on investments at Carleton, from the VP Finance and Administration.

Interim VP Finance & Administration Angela Marcotte provided Senators with a briefing on investments that outlined a consideration of legal, privacy, ESG and governance considerations with regards to questions of divestment and transparency as presented in the motion from Senator Hagigi.

The presentation noted many legal and regulatory obligations associated with pension management in Ontario. All pension plans in Ontario must abide by the Ontario Pension Benefits Act, the Income Tax Act, common law and other areas of law, and the Canadian Association of Pension Supervisory Authorities Guidelines. Pension plans are also regulated by the Financial Services Regulatory Authority of Ontario (FSRA), which was created to improve pension beneficiary protections in Ontario. External investment managers are also subject to securities laws and regulations.

Carleton University is both the sponsor of the pension plan and the administrator of the retirement plan. At Carleton, pension oversight is a responsibility of the Board of Governors and the administration of the pension is delegated to the Pension Committee. The funds are not owned by the university, but by the beneficiaries (members). As legal fiduciaries, the administrators of the pension fund are obliged to act in the best interests of the members which means achieving the best financial results. This is a legal obligation; all financial considerations must comply with fiduciary duty. ESG issues are considered, but within the context of fiduciary duty. As a result, an investment decision based solely on non-financial considerations is likely not permitted under the common law. An outright prohibition of specific investments based on non-financial considerations, such as ethical or moral grounds, would therefore be a breach of fiduciary duty.

The Endowment is the responsibility of the Board of Governors. The fund is comprised of donations (not tuition fees) and is owned by the university. It is also subject to fiduciary duty, charities law and other legal obligations. ESG is an important facet of the investment strategies for the endowment as well. It was noted that both the university and the retirement plan are signatory to the UN Principles for Responsible Investing, and Carleton has its own Responsible Investing policy.

The presentation stressed that governance of both the pension plan and the endowment rests with the Board of Governors. Senate is not the governance body for decisions on investments.

The Pension Committee and Investment Committee regularly review all investment decisions and report to the Board of Governors. With regards to the actions called for in the motion, these committees do not support a simplistic divestment approach that would compromise fiduciary duty. Additionally, the United Nations supported PRI does not support or require divestment and instead recommends engagement, which is what is being done at Carleton.

Questions after the presentation were answered by VPFA Marcotte and Andrew Urquhart, Executive Director of Pension Fund Management, and focused on the complexity of balancing fiduciary duty with responsible investment principles.

Senator Hagigi then reviewed the motion and asked to make a few amendments before proceeding to the vote on the main motion.

Amendment #1 for first recommendation in the motion:

It was **MOVED** (N. Hagigi, J. Mason) that the first recommendation in the motion be changed from “Recommends the Board of Governors, Pension Committee, Pension Fund Management Office, Investment Committee, and all other relevant entities *to assess Carleton’s investments regarding potential human rights violations against Palestinians*” to “Recommends the Board of Governors, Pension Committee, Pension Fund Management Office, Investment Committee and all other relevant entities *to establish new guidelines with consultation from the Carleton community to assess Carleton’s investments in accordance with international laws and humanitarian principles.*”

The motion to amend the first recommendation **PASSED**. (21 in favour, 14 opposed)

Amendment #2 for second recommendation in the motion:

It was **MOVED** (N. Hagigi, L. Madokoro) that the second recommendation be replaced in its entirety with “Recommends that upon the above-mentioned assessment, the relevant entities should amend their guidelines and policies to reflect a commitment to disengage from the following entities: a) Corporations, institutions, or entities that derive revenue from activities related to the occupation of any territory recognized as occupied under international law, b) Corporations, institutions, or entities that derive revenue from the manufacture, sale, or distribution of weapons, armaments, or other military equipment used in armed conflict.”

A Senator noticed that this is a significant change to the motion, and Senators have not had enough time to consider the implications of the change. They also noted that the first motion assumes a mechanism for engagement from Senate and the community with the Board which does not exist. The Senator asked if these types of substantive changes are in order

for a motion on the floor. The Chair responded that it is a grey area and that Senators can decide through the vote whether they accept the changes.

The motion to amend the second recommendation **WAS DEFEATED**. (12 in favour, 21 opposed).

A Senator asked if they could move to postpone the motion to the next meeting.

It was **MOVED** (M. Pearson, M. Rooney) that Senate postpone the Investment and Transparency Motion to the October Senate meeting.

It was noted that if postponed, the motion would be scheduled early in the open agenda of the October meeting.

The motion **PASSED**.

Senator Hagigi then made a request to withdraw his motion, so that he could submit a new motion for the next Senate meeting. The Chair granted the request and noted that the new motion would still need to be submitted in advance to Senate Executive for consideration.

9. Online Voting Protocol Motion (Mason)

Due to lack of time, this agenda item was not addressed, and, with the mover's consent, will be moved to the October 2024 Senate meeting.

10. SIP Implementation Report

Due to lack of time, this agenda item was not addressed and will be moved to the October 2024 Senate meeting.

11. Reports for Information

- a) Senate Executive Minutes (May 28, 2024 + 3 e-polls)
- b) Senate Committee Annual Reports
 - o Senate student Academic Integrity Appeals Committee (SAIAC)
 - o Senate Undergraduate Studies Committee (SUSC)
 - o Senate Committee on Undergraduate Student Awards
 - o Senate Graduate Student Appeals Committee
- c) Senate Annual Report
- d) Board of Governors Chair's Report
- e) Report from COU Academic Colleague

There was no discussion of these items.

12. Other Business

Provost and Vice-President Academic Pauline Rankin announced that the Bachelor of Science in Nursing program has been approved by the Ontario Ministry of Colleges and Universities. Congratulations were made to Dean DeRosa and the many individuals responsible for this success.

13. Adjournment

The meeting was adjourned (C. Viau, D. Hornsby) at 4:18 p.m.