



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 June 19, 2020 at 10:00 am
Via Zoom Videoconference**

MINUTES – OPEN SESSION

Present: A. Ahmad, V. Asi, B.A. Bacon (Chair), M. Barbeau, O. Baysal, S. Blanchard, T. Boswell, A. Bowker, D. Brown, J. Bruno, V. Buecking (proxy for M. Gagne) N. Cappuccino, T. Daniels, J. Deaville, D. Deugo, T. Di Leo Browne, C. Dion, D. Dragunoiu, K. Evans, R. Goubran, M. Haines, B. Hallgrimsson, K. Hellemans, B. Hughes, C. Joslin, J. Kovalio, Z. Kryworuchka, B. A. Kuzmarov (Clerk), A. Lannon, J. Liu, C. Macdonald, R. McKay, H. Nemiroff, D. Nussbaum, S. Parathundyl, J. Paulson, M. Piché, A. Plourde, P. Rankin, M. Rooney, W. Shi, A. Shotwell, D. Siddiqi, J. Sinclair-Palm, S. Sivathayalan, E. Sloan, P. Smith, J. Stoner, N. Tilokani, Tomberlin, A. Tremblay, C. Trudel, K. von Finckenstein J. Voordouw, K. Weary, P. Wilson, J. Wolfart, P. Wolff, B. Wright, W. Ye

Regrets: S. Ajila, S. Boyle, P. Dion, P. Farrell, P. Lagasse, C. Viju

Absent: A. Chandler, J. Cheetham, M. Close, C. Cruickshank, D. Gillberg, P. Gunupudi, O. Hobbs, F. Hosseinian, L. Kostiuik, E. Kwan, S. Moran, B. Poplewell, S. Srinivasan, C. Viju, C. Warner

Guests: D. Hornsby

Recording Secretary: K. McKinley

Open Session:

1. Welcome (Chair) &
2. Approval of Agenda

The Chair welcomed Senators to the Open Session of the meeting.

It was **MOVED** (C. Dion, Z. Kryworuchka) that Senate approve the open agenda for the meeting of Senate on June 19, 2020, as presented.

The motion **PASSED**.

3. Minutes: May 29, 2020

It was **MOVED** (D. Dragunoiu, C. Dion) that Senate approve the minutes of the Open Session of the Senate meeting on May 29, 2020, as presented.

The motion **PASSED**.

4. Matters Arising

There were none.

5. Chair's Remarks

The Chair began by addressing the recent racial violence witnessed in the United States and Canada. Racism must be fought with courage, solidarity, and empathy. The Chair noted that Carleton is a diverse community and strives for inclusion but is not immune to these issues and challenges. There must be a willingness to examine and reform the structures and practices that inhibit the full participation and inclusion of any member of society.

Three members of the Carleton community have accepted new leadership roles to continue to strengthen Carleton's capacity to make progress on issues of equity and diversity and Indigenous Initiatives.

- Professor Kahente Horn Miller has been appointed as Assistant Vice-President of Indigenous Initiatives
- Michael Charles has been promoted to Assistant Vice-President and University Advisor, Equity and Inclusive Communities (EIC)
- Benny Michaud has taken on the new role of the Director of the Centre for Indigenous Initiatives.

These appointments represent an important step, but the burden of change and continuous improvement at Carleton is a shared responsibility. All within the Carleton community must strive to be part of the solution in the years to come.

The new Equity and Inclusive Communities Advisory Group has begun its mandate to guide the strategic integration of equity, diversity and inclusion planning in the work of the university. The Advisory Group was established in the Spring of 2020 and held its first meeting on May 26th. The Chair thanked all members of this group for their commitment to these important issues.

The Chair noted that June is typically graduation and convocation month. Although June 2020 Convocation has been postponed, Carleton is planning a virtual celebration of graduates during the week of June 22 – 26. A graduation celebration webpage has been established and will include a social media wall, congratulatory videos, and a list of events and activities planned by faculties, departments and units. The Chair encouraged all Senators to visit the website and to participate in events planned for next week.

Prime Minister Justin Trudeau recently visited Carleton's campus to provide a Convocation address to all post-secondary graduates across Canada. In his remarks, the Prime Minister offered a message of hope to graduates, calling them the 21st century's greatest generation. Carleton student Jordan Gray was one of only four students provided with the opportunity to address the nation as well during this event.

Finally, the Chair noted that Carleton's Appreciation Week is being held virtually this year. He offered sincere thanks to Senators for working through challenging circumstances over the past few months, and encouraged all to take time to recharge over the summer.

6. Question Period

One question was submitted in advance by Senator Sheldon Parathundyil. Vice-President, Students and Enrolment Suzanne Blanchard provided a response.

Question: Where many students relied on the University's supply of resources like computers and study, work, and lab spaces, they will now need to supply that themselves. Carleton University must acknowledge that technologies such as a computer and internet access for streaming lectures are a luxury to many students, especially during a time of global economic hardship. Tuition per year is no paltry sum – at \$9200.00 on average for domestic students and \$25,379.50 for international students. Such fees as those for CIDS, CSAAS, and AKC computer and lab fees the University Centre, the Athletic Centre, and the U-Pass for all non-local-origin students,

are just some examples of services to be paid for but as of yet still barred for students. Will Carleton University students of 2020/2021 have reduced tuition fees and fee opt-out possibilities as in-person classes and services move online, in order to compensate students for expenses not previously necessary (such as spaces and technologies, that students will have to purchase in order to complete their courses)?”

Response:

Thank you for your question, Sheldon. As you point out, student access to technology has been and continues to be a concern. Since the start of the pandemic, we have put in place a number of programs to ensure that students can have access to a computer and the Internet. These initiatives continue.

In terms of the broader financial picture, students are encouraged, where eligible, to take advantage of the various federal funding programs that make up a \$9 billion relief package for students. To date, over 500,000 students have taken advantage of these programs nationally. Here at Carleton, throughout the remainder of the winter 2020 term and the summer term, students were provided with approximately \$7-8 million in reimbursements, waiving of supplemental fees and direct financial support. This is on top of our regular support of \$25 million annually. Students who are experiencing short term financial hardship related to critical needs such as groceries, medications and utilities can still apply to Carleton’s Student Emergency Fund. Looking ahead to the Fall 2020 term, there will be an opt-out process in place for the U-PASS and Carleton will not be charging the online course fee for the fall term. The university has also waived interest until the end of August and we are looking into bursary funds for students in need of technology. Other fees will be assessed for opt-out or rebate based on what we’re able to offer in the fall term (such as the Athletics fee and lab fees if able to be done remotely). We continue to lobby both levels of government, with assistance from the Council of Ontario Universities and Universities Canada, for continued emergency assistance for students, and in particular for international students.

7. Administration (Clerk)

a. Notice of appointments made contrary to advertising policy

The Clerk reported that three appointments were made contrary to advertising policy. One appointment was a transfer from Term to Assistant Professor and two appointments were transfers from Term to preliminary appointments at the level of Instructor I.

b. Senate membership ratification

Senate was asked to ratify one student for service on Senate for the term beginning July 1, 2020.

It was **MOVED** (B. Kuzmarov, W. Shi) that Senate ratify the new Senate appointment, as presented.

The motion **PASSED**.

c. Extension of Contract Instructor terms through Summer 2020

A memo was circulated to Senators in advance. The Clerk noted that the terms of both Contract Instructors on Senate expire on June 30, 2020, and that elections to fill these positions cannot be held until early fall. This means that, should Senate need to meet in July or August of this year, it will not have representation from Contract Instructors. The proposed motion would resolve this issue by extending, for this year only, the terms of the Contract Instructors to September 30, 2020.

It was **MOVED** (B. Kuzmarov, M. Rooney) that Senate approve the extension of the 2019/20 Senate term for Contract Instructors until September 30, 2020.

A Senator asked about the timeline for the elections for Contract Instructors. The Clerk and Assistant University Secretary confirmed that the Call for Nominations and election will be timed so that the new Contract Instructors could be confirmed at the September 25 Senate meeting.

The motion **PASSED**.

d. Modification of Senate Schedule for 2020/21

A memo was circulated to Senators in advance. The motion requests a modification of the approved schedule of Senate meetings for 2020/21 to include one optional meeting on August 21, 2020, in case Senate needs to meet again before its next scheduled meeting on September 25, 2020. The request is made in response to the uncertainty surrounding

the Covid-19 pandemic and the need for Senate to remain proactive and responsive to changing circumstances.

It was **MOVED** (B. Kuzmarov, C. Dion) that Senate approve the modification of the Senate meeting schedule for the 2020/21 academic year, to include an optional special meeting on Friday August 21, 2020.

Discussion:

A Senator asked why the date chosen for the tentative meeting is in August and not July. It was suggested that a meeting on August 21 might be late for Senate to make any proactive decisions for the fall term. The Chair of Senate responded that everyone needs to take time to recharge in July. He noted that no major changes are anticipated between June and August, and that academic decisions for the fall term have already been made. The August meeting of Senate is optional and may not be necessary. It was noted that the August 21st meeting would be at 2:00 pm.

The motion **PASSED**.

8. Reports

- a. **Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP)**
Committee Chair Howard Nemiroff announced that SCCASP has undertaken a project to review and analyze the current landscape around deliverables and grading in universities across Canada and beyond. Following a detailed and careful benchmarking study of grading practices, the goal will be to bring policy recommendations and suggestions to Senate for discussion. There is no formal report at this time, and no motion for Senate. The Chair thanked the committee chair for undertaking this important task.

- b. **Senate Quality Assurance and Planning Committee - SQAPC**

The committee Chair, Dwight Deugo, began by thanking departing committee members Wei Shi, Dan Siddiqi, and Jonathan Malloy for their service on the committee. He then presented one motion arising from a cyclical review of undergraduate programs in Linguistics.

It was **MOVED** (D. Deugo, J. Sinclair Palm) that Senate approve the final Assessment Report and Executive summary arising from the Cyclical Review of the undergraduate programs in Linguistics.

The motion **PASSED** unanimously.

Senator Deugo and guest David Hornsby (Associate Vice-President, Teaching & Learning) next presented Senators with a preliminary report on SQAPC's assessment of Carleton's responses so far to the directive to move to online course delivery in the Winter and Summer terms of 2020. This report presented a detailed timeline documenting the developments and decisions made by the university as a result of the pivot to online delivery from March 13 to May 28, including the services and activities initiated to support the move online. David Hornsby then presented a summary of the activities, tools and resources that Teaching & Learning Services provided to support instructors, TAs and students during this period. Both presenters noted that the quick pivot resulted in some impacts to grading practices and assessments, but that Teaching and Learning Services (TLS) will be offering more support to departments and faculties to assist with this issue. It was noted that faculty and staff are becoming more comfortable with the various technologies and platforms adopted during this time. Moving forward, a student survey has been planned for further data gathering and assessment. Chair Deugo concluded by noting that many individuals within the Carleton community are working hard to ensure that students have the best success at Carleton.

He added that further report will be presented to Senate in the Fall.

Discussion and questions following the presentation focussed initially on assessment challenges, including perceived increases in academic integrity issues. It was noted that these issues will be discussed and addressed by Associate Deans over the summer. TLS also is investigating an online proctoring tool that may be adopted for some Carleton courses. In the meantime, instructors are encouraged to consider alternative assessment strategies for the fall semester.

Another Senator felt that many questions and issues were not addressed in the report and that deeper data and more analysis is needed now for Instructors to be able to move forward in planning for the Fall semester. The presenters acknowledged the concern but noted that the current report is

preliminary and that not all of the data has been collected. The Chair of Senate thanked both presenters for their work on this project.

c. Senate Academic Governance Committee (SAGC)

A memo was circulated in advance to Senators regarding ratification of graduate student membership on Senate committees for terms beginning July 1, 2020.

It was **MOVED** (B. Kuzmarov, M. Rooney) that Senate ratify the following new Senate committee appointments, as presented.

The motion **PASSED**.

9. Planning for Fall 2020

Provost Jerry Tomberlin provided an update to Senate on plans for the Fall 2020 semester. He noted that in line with the recommendations from the Carleton University Scenario Planning Committee and Ontario public health guidelines advising against large indoor gatherings, Carleton's Fall 2020 courses will be offered through online or other distance learning methods.

It was **MOVED** (J. Tomberlin, J. Paulson) that Senate confirm that all scheduled Fall 2020 courses at Carleton be offered through online and other methods of distance learning.

The motion was altered via friendly amendment to read:

It was **MOVED** (J. Tomberlin, J. Paulson) that, for reasons of public safety, Senate confirm that all scheduled Fall 2020 courses at Carleton be offered through online and other methods of distance learning.

The motion **PASSED**.

A Senator remarked that joint programs with Algonquin College cannot be included in this motion. The Chair noted this information.

10. Reports for Information:

- a. **Senate Standing Committee annual reports**
 - i) **Senate Library committee**
 - ii) **Senate Undergraduate Studies Committee (SUSC)**
 - iii) **Senate Academic Integrity Appeals Committee (SAIAC)**
 - iv) **Senate Committee on Student Awards**

A Senator commented on the Senate Academic Integrity Appeals Committee report, noting that the same concerns were raised in SAIAC's report last year, and that Senate has not yet acted on those concerns. Several recommendations have been included in the report. The Chair of SQAPC replied that these recommendations will be included in the upcoming discussion with the Associate Deans focussing on assessment and grading issues over the past few months. The Chair of SCCASP also noted that the Academic Integrity Policy itself is being reviewed by his committee.

b. Report of the COU Academic Colleague

There were no comments or questions.

c. Senate Executive Committee Minutes (May 19, 2020)

There were no comments or questions.

11. Other Business

12. Adjournment

The meeting was adjourned at 12:00 noon. The Chair thanked all Senators for their hard work and continuing service to Carleton and wished all a wonderful summer.