



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 24, 2021 at 2:00 pm
Via Videoconference**

Minutes – Open Session

Present: S. Ajila, P. Andrée, B.A. Bacon (Chair), M. Baez, M. Barbeau, O. Baysal, V. Bhatia, S. Blanchard, D. Brown, M. Burns, B. Campbell, A. Chandler, T. Daniels, J. Dawson, C. Del Gaudio, M. DeRosa, D. Deugo, P. Garcia, D. Gillberg, V. Gonzalez, R. Goubran, S. Gulati, M. Haines, B. Hallgrimsson, A. Hashimi, L. Hayes, M. Huckvale, C. Joslin, K. Keller, C. Klein, L. Kostiuik, J. Kovalio, A. Lannon, C. Laurendeau, M. Lundy, A. MacGillivray, B. MacLeod, S. Maguire, J. Malloy, p. Mkandawire, M. Murphy, J. Murray, H. Nemiroff, B. O’Neill, G. Patey, J. Ramnarine, P. Rankin, M. Rodney, M. Rooney, D. Russell, S. Sadaf, J. Sinclair-Palm, S. Sivathayalan, E. Sloan (Clerk), P. Smith, D. Sprague, C. Taylor, K. Taylor, J. Tomberlin, J. Voordouw, P. Wilson, P. Wolff, B. Wright

Regrets: G. Garland, F. Goffi, J. Milner, B. O’Connor, J. Taber,

Absent: V. Asi, C. Ayalogu, K. Hellemans, F. Hosseinian, E. Kwan, R. McKay, D. Okoth, J. Wallace, W. Ye, C. Young

Recording Secretary: K. McKinley

1. Welcome & Approval of Agenda

The Chair called the meeting to order at 2:05 pm, and welcomed the following 25 new Senators to the first Senate meeting of the 2021/22 academic year:

Ex Officio members

- Elinor Sloan (Clerk of Senate)
- Cindy Taylor (Interim Vice-President, Finance and Administration)
- Maria DeRosa (Interim Dean of Science)

- Federica Goffi (Interim Director, Azrieli School of Architecture and Urbanism)

Board of Governor Representatives

- Louise Hayes
- Brenda O'Connor

Faculty members

- Peter Andr ee (FPA)
- Vandna Bhatia (FPA – Faculty Board Secretary)
- Bernadette Campbell (FASS)
- Jonathan Malloy (FPA)
- Paul Mkandawire (FASS)
- Mike Murphy (FASS)
- Julie Murray (FASS)
- Augustine Park (FASS) – to be ratified at this meeting
- Celia Young (FASS)
- Chiara Del Gaudio (FED – Industrial Design)

Student members

- Meghan Burns (UG - FPA)
- Valentina Vera Gonzalez (UG - Sprott) – to be ratified at this meeting
- Mackenzie Huckvale (UG - Science)
- Cassandra Klein (UG - FPA)
- Abigail MacGillivray (UG - FED)
- Gemma Patey (UG - FPA)
- Kimberley Keller (Graduate student)
- Deborah Okoth (Graduate student)
- Mason Rodney (Graduate student)

In turning to the agenda, the Chair noted that item 6-e (Convocation Dates – June 2022) will not be addressed at this meeting and should be pulled from the agenda.

With this modification, it was **MOVED** (S. Blanchard, M. Haines) that Senate approve the open agenda for the meeting of Senate on September 24 2021, as presented.

The motion **PASSED**.

2. Minutes: June 18, 2021 (open session)

It was **MOVED** (P. Smith, J. Sinclair-Palm) that Senate approve the minutes of the Open

Session of the Senate meeting of June 18, 2021 as presented.

The motion **PASSED**.

3. **Matters Arising:**

In the June 2021 Senate meeting, Senator Maguire asked a question regarding the annual report of the Senate Student Academic Integrity Appeals Committee (SAIAC). Since the Chair of SAIAC is not a member of Senate and was not at the June meeting, the question became an item for this meeting's *Matters Arising*.

Senator Maguire's question was sent to the Chair of SAIAC, and both the question and a written response from the Chair were circulated to Senators with the meeting binder. The response was acknowledged by Senator Maguire, and there were no further questions or discussion on the matter.

4. **Chair's Remarks**

The Chair began his remarks by thanking Senators for their contributions to a safe and gradual return to campus this fall. Vaccination rates for the Carleton community are very strong with 99% of faculty and staff and approximately 95% of students on campus fully vaccinated. However, in light of the continuing challenges with the fourth wave of Covid-19 in Ontario, an in-person Convocation will not be possible this fall. Virtual graduation celebrations will be held in November, and graduates will be invited back to campus to celebrate in person once it is safe to do so. In terms of future planning, the Chair noted that the Carleton University Scenario Planning Working Group is currently looking at recommendations for Winter 2022, as per past practice, and will aim to come to Senate at the October meeting.

The Chair then provided the following highlights:

- The **Nicol Building**, home of the Sprott School of Business, is officially open. Senators were invited to visit the building, and the new Bridgehead Coffee House inside, if they have not already done so.
- The **Joyce Family Foundation** has established a \$2.5M endowment to support bursaries for Indigenous students at Carleton. The university will match this gift with an additional \$2.5M to support other Indigenous initiatives. This investment is an important step towards meeting the objectives of Kinàmàgawin, Carleton's Indigenous Initiatives Strategy, approved in 2020. The Kinàmàgawin team will provide an update to Senate later this fall.
- **Manuella Vinciter** from the Department of Physics has received the Henry Marshall Tory Medal from the Royal Society of Canada for her outstanding work in experimental particle physics.
- **Erik Anonby** from the School of Linguistics and Language Studies, and the Department of French has been elected to the Royal Society of Canada's College of New Scholars, Artists and Scientists of the Royal Society of Canada.

- Biology professor **Lenore Fahrig** recently received a prestigious Guggenheim Fellowship to conduct an evidence-driven study of biodiversity conservation in fragmented habitats.
- **Richard Yu** from the School of Information Technology and the Department of Systems and Computer Engineering (FED) has been named a Fellow of the Canadian Academy of Engineering.

Finally, the Chair noted that as a result of the recent federal election, Ottawa Centre's new Member of Parliament is Yasir Naqvi. Mr. Naqvi is a Carleton alumnus who also represented Ottawa Centre as MPP in the former Liberal provincial government.

5. Question Period

Five questions were submitted in advance by Senators:

Questions submitted by Senator Andrea Chandler:

1. *In the last eighteen months, faculty, contract instructors and students have put considerable effort into make online classes interactive and engaging. Yet as of August 2021, Senate was still operating under the same conditions as early in the pandemic: Zoom sessions with cameras off except when speaking, allowing for less dialogue than when Senate met in person. Given that Senate meetings are likely to remain virtual for the time being, will steps be taken to make meetings more interactive? Is it necessary to keep cameras off when many of us have become accustomed to virtual conferences and classes?*

Response from Clerk of Senate: We look forward to Senate meeting in person again, but for now, members of Senate are welcome to keep cameras on during virtual Senate meetings, if they wish to do so, in order to allow for more interactivity. Staff will monitor for bandwidth problems and address any issues as they arise.

2. *Are there any circumstances that could arise that could compel an individual in-person course to be moved online? (for example, if a person in the class tests positive for COVID despite being fully vaccinated?)*

Response from VPSE Suzanne Blanchard: Protocols for dealing with positive Covid cases on campus are evolving as the context changes and vaccination rates rise, but currently the procedure is for the instructor or staff member to ensure that Covid symptoms are reported through the symptom reporting form in CU Screen. Follow-up will be initiated through Health and Counseling Services and/or Environmental Health & Safety, and a

decision on how to proceed will be made following an assessment, in accordance with Ottawa Public Health guidelines. A set of protocols will be circulated through the Deans' and Administrators' offices, and questions may be directed to the Covid info email account (covidinfo@carleton.ca)

In response to a follow-up question, the VPSE added that a few cases of Covid-19 were identified on campus within the past 10 days, but with rapid testing and containment protocols in place these numbers have been decreasing.

Questions submitted by Senator Morgan Rooney:

1. *This fall, Carleton is piloting a series of new course modalities, most significantly HyFlex. The cost to equip Carleton's classrooms to be able to teach bimodally was not insignificant, which raises the issue of the institution's long-term interest and plans on this front. While the appeal of this modality to students is easy to understand—i.e., it is more convenient to Zoom in than it is to commute to campus—the efficacy of this modality for student learning remains unknown: it is, frankly, too recent of an innovation to have much research backing it whatsoever. Moreover, the institution has recently discovered that what students like and what works for learning do not always align (see: the recent fate of CUOL, a bimodal approach to teaching that is being phased out due to concerns about poor student learning outcomes). What research, surveys, or other inquiries is Carleton planning to conduct into HyFlex this coming term so that we can begin to assess whether or not this new modality is any more effective for producing student learning than CUOL was?*

Response from AVP Teaching & Learning David Hornsby: Teaching and Learning Services is offering *Scholarship of Teaching and Learning* (SoTL) grants to support faculty members who may wish to engage in research on HyFlex efficacy and success. In addition, a cross-institutional study into Hyflex technology with Ottawa University, Brock University and UBC Okanagan Valley is underway and is yielding promising results. And finally, student success at Carleton is tracked through the Office of Institutional Research and Planning (OIRP), which also can provide information on this issue. AVP Hornsby added that Hyflex technology has been in use since 2007, but has become more prevalent since the pandemic as a synchronous tool that offers more engagement than CUOL.

- 2. Precisely two years ago, Senators started inquiring about the need to add additional Senators from underrepresented university constituencies (Contract Instructors and Indigenous Graduate Students, respectively). For the original questions, see pp. 3-4 of the September 2019 minutes and pp. 4-5 of the January 2020 minutes. In September 2019, the Clerk informed Senate that these requests “will be taken to the Senate Academic Governance Committee for review and discussion” (p 4). In January 2020, the Clerk provided another update, saying that these suggestions “have been referred to the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP) for consideration and addition to their work plan as appropriate” (p. 5). Of course, the pandemic has intervened in the interval, but that has not stopped the university from making progress on other agendas deemed high priority. Can the Clerk inform Senate as to the progress made on this item, and when Senate can expect to see a resolution? When will Senate’s membership be expanded to include representation more in alignment with the actual constituencies that make up the university?*

Response from Clerk of Senate Elinor Sloan: The Senate Academic Governance Committee has been engaged in updating committee Terms of Reference and Senate Policies over the past year. The Clerk noted that this work will continue over the fall term and once it is completed, the committee will then be able to turn to other issues including Senate membership.

- 3. The Globe and Mail reported on September 3rd, 2021, that Canada’s Federal Public Health Officer Dr. Teresa Tam expects that Canada will see “more than 15,0000 new COVID-19 cases a day by October.” In light of this news, what is Carleton’s plan for the future of in-person learning and work on campus if and when we find ourselves in the midst of the largest wave of the pandemic yet? Do we have internal metrics that would trigger a closure of campus, or are we relying on guidance from a provincial government that, two days prior, made the dubious announcement that it no longer requires colleges and universities “to enforce physical distancing or capacity limits in most classrooms”?*

Response from Senate Chair: The decision-making process at Carleton is guided by protocols provided by provincial and municipal health authorities. The Ontario Provincial government and Ottawa Public Health provide basic guidelines and minimum standards that Carleton is obliged to follow. It is worth noting that Carleton has chosen to exceed current minimum requirements through physical distancing measures and vaccination requirements, which allows for greater flexibility and agility should provincial and municipal regulations increase and/or change.

6. Administration (Clerk)

a) Membership ratifications

The Clerk introduced a memo to ratify one faculty member, one undergraduate student and two Board of Governor representatives as new Senators.

It was **MOVED** (S. Sadaf, B. O'Neill) that Senate ratify the new Senate appointments, as presented, for terms beginning immediately.

The motion **PASSED**.

b) Senate Survey – Summary of Results.

The Clerk provided highlights from the third annual Senate survey, which was conducted in April of 2021. Areas of strength identified by Senators included strong leadership, efficiency and collegiality, and a seamless pivot to online meetings in 2020, which ensured the continuation of core Senate business throughout the early months of the pandemic. A full report was circulated in advance to Senators with the meeting materials. The Clerk thanked Senators for their participation. There were no questions from Senators.

c) Ombuds Advisory Committee membership

This committee, which has been renamed as the *Ombuds Coordinating Committee*, includes one member of Senate who has experience with the Ombuds office. Historically, this position has been filled by the Clerk of Senate.

It was **MOVED** (J. Tomberlin, M. Murphy) that Senate ratify the appointment of Clerk of Senate Elinor Sloan as the Senate representative on the Ombuds Coordinating Committee.

The motion **PASSED**.

d) VPFA Advisory Committee Membership Results

Senate was responsible for electing some of the members of the recently struck Vice-President Finance and Administration Advisory Committee. An election was held for the one contested undergraduate student representative position, and the faculty and graduate student positions were acclaimed. A memo listing Senate-elected members was circulated for information.

e) Convocation Dates – June 2022

This item was removed from the agenda.

7. Reports:

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

Howard Nemiroff, Chair of SCCASP presented five items for Senate approval.

Items for Approval:

- Types of Programs (Honours vs. non-Honours programs) R-UG-3.1.6

It was **MOVED** (H. Nemiroff, S. Maguire) that Senate approves the revisions to regulation R-UG-3.1.6 Types of Programs effective for the 2021/22 Undergraduate Calendar as presented.

The motion **PASSED**.

- Program Structure (R-UG-3.1.7) – clarifying wording on double counting restriction

It was **MOVED** (H. Nemiroff, P. Wolff) that Senate approves the revisions to regulation R-UG-3.1.7 Program Structure effective for the 2021/22 Undergraduate Calendar as presented.

The motion **PASSED**.

- Grading System –adding GNA to graduate calendar

It was **MOVED** (H. Nemiroff, S. Ajila) that Senate approves the addition of GNA as a grading notation effective for the 2021/22 Graduate Calendar as presented.

The motion **PASSED**.

- Compassionate Grading – extending the Compassionate Grading measures for Fall 2021

It was **MOVED** (H. Nemiroff, J. Ramnarine) that Senate approve an UG emergency response for the FALL 2021 term only, to allow undergraduate students to designate 0.5 credit courses SAT if a passing grade was earned, and for all undergraduate F grades to be automatically converted to UNS. This excludes grades that are assigned due to an Academic Integrity Offence.

The motion **PASSED**.

- Academic Performance Evaluation (ACE) – extension of APE amendment from 2020-21.

It was **MOVED** (H. Nemiroff, J. Sinclair-Palm) that Senate approve the proposal to allow the amendment of the Academic Performance Evaluation rules for the Fall-Winter 2021-2022 academic year, as presented.

A Senator asked about the long-term implications of this policy, particularly for students who might be continually struggling because of the pandemic and whose GPA for this two-year period could be very low. Could this policy ultimately result in students not being able to graduate? SCCASP Chair Nemiroff acknowledged the issue and noted that increased advising for these students is key, so that students are informed and aware of the risks and implications of these choices. VPSE Suzanne Blanchard added that enhanced advising for these students has been implemented for the past 1.5 years, and the uptake from students has been strong.

The motion **PASSED**.

7-Reports (cont'd):

b) Senate Quality Assurance and Planning Committee (SQAPC)

Committee Chair Dwight Deugo presented one cyclical review report for Senate approval.

FARES – Biology

It was **MOVED** (D. Deugo, P. Wolff) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the graduate programs in Biology.

The motion **PASSED**.

7-Reports (cont'd):

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

The Clerk presented a memo for the ratification of 11 nominations for vacancies on 7 committees, including the newly re-constituted Senate Graduate Student Appeal Committee.

It was **MOVED** (M. Rooney, S. Ajila) that Senate ratify the new Senate committee appointments, as presented.

A Senator asked why the Graduate Student Appeal Committee is lacking representation from the Faculty of Science in its membership. The Clerk responded that broad representation is always preferred for all committees, but that the Terms of Reference for this committee do not require that all Faculties are represented in the membership, and no nominations from the Faculty of Science were received.

The motion **PASSED**.

8. SIP Implementation Report

The Chair presented a report summarizing the progress made in implementing the strategic directions of the most recent Strategic Integrated Plan (SIP), which was launched in September 2020. A copy of the SIP was circulated to Senators in advance.

The SIP is organized around three broad strategic directions that mirror the three geographical edges of the campus:

- Canal (Western edge of campus) – Share Knowledge Shape the Future
- Community (Eastern edge of campus) – Serve Ottawa, Serve the World
- River (Southern edge of campus) – Strive for Wellness, Strive for Sustainability

Each of these directions is associated with a series of objectives and pathways that provide more detailed aspirational “We Will” statements and pathways towards their implementation. The Chair provided a number of concrete examples of how these objectives have been met over the past year:

- Share Knowledge/Shape the Future:
 - Positive growth in enrolment, retention, and employability rates
 - Continued increase in research funding
 - Interdisciplinarity identified as strength in SMA-3
 - Collaborative initiatives in Teaching & Learning including *Students as Partners Program* (SAPP) and Indigenous Learning Bundles

- Fiscal responsibility, leadership development and EDI initiatives
- Serve Ottawa/Serve the World:
 - Expansion of Community partnerships, including several with high tech and health care industries, and launching of *HUB for Good*
 - Development of new Community Engagement Centre
 - Development of inaugural International Strategic Plan
- Strive for Wellness/Sustainability
 - Development of Sustainability Plan
 - Revision of Student Mental Health Framework
 - Development of Coordinated Accessibility Strategy
 - Development of EDI Action Plan
 - Implementation of Kinàmàgawin and establishing the Joyce Family Foundation endowment to support Indigenous students.

The Chair concluded the report by listing some of the plans for the second year of the SIP:

- Continuation of the implementation of the various operational plans
- Development of new Academic Plan, as well as Faculty and Unit Plans
- Development of the Digital Strategy
- Updating of Student Mental Health Framework 3.0

There were no questions from Senators.

9. Digital Strategy Update

Associate Vice-President Teaching and Learning David Hornsby presented Senators with an update on the Digital Strategy. He began by reviewing the purpose and framework of the Digital Strategy, and the timeline of the project. Currently, the project is completing Stage 2 of the consultation process.

The presentation focussed on the results of this latest consultation phase, which ran from April to September of 2021. Nearly 600 staff, faculty and students were engaged in this process via community consultations, online feedback and social media. Through these consultations, a number of common themes have been identified:

- User Experience
- Equity and Inclusion
- Privacy and Security
- Support and Training
- Collaboration
- Automation
- Agility, Nimbleness

The presentation concluded with an outline of the next steps of the project, which include discussion and analysis of the data collected, development of a draft strategy over the Fall semester, and finally, approval of the final version by the Information Systems Executive Committee (ISEC) in December 2021.

The Chair thanked AVP Hornsby and his team for their work on this important initiative. There were no follow-up questions from Senators.

10. Reports for Information

- a) Senate Executive Minutes (August 10, 2021)

11. Other Business

A Senator asked for an update on the Sexual Violence Policy. VP Students and Enrolment Suzanne Blanchard provided a response, noting that the Sexual Violence Policy is being reviewed this year as per its 3-year review schedule. The review process will begin with a consultation phase in November, followed by a tactical phase, reporting and drafting, and concluding with the presentation of the revised policy to the Board of Governors for approval in June of 2022.

The Chair thanked Senators for their continued collegiality and engagement.

12. Adjournment

The meeting was adjourned (J. Sinclair-Palm, S. Ajila) at 3:47 pm.