



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 April 21, 2023 at 2:00 pm
Pigiarvik 608 + Zoom Videoconference

Minutes

Present in Person: B.A. Bacon (Chair), M. Barbeau, S. Blanchard, S. Burges, B. Campbell, E. Cyr, M. DeRosa, D. Deugo, L. Dyke, S. Everts, K. Graham, K. Hellemans, D. Howe, J. Kovalio A. Lannon, C. Laurendeau, D. Livingston, B. MacLeod, J. Malloy, M. Murphy, H. Nemiroff, A. North, B. O’Neill, M. Pearson, P. Rankin, T. Roberts, D. Russell, D. Siddiqi, E. Sloan (Clerk), D. Sprague, K. Taylor, R. Teather J. Tomberlin, C. Viau J. Wallace,

Present via Zoom: : K. Al Hammuri, J. Armstrong, M. Baez, V. Bhatia, A. Bordeleau, F. Brouard, D. Brown, J. Dawson, M. Haines, L. Hayes, M. Lundy, L. Marshall, J. Murray, B. O’Connor, M. Rooney, G. Sestini, P. Smith, J. Taber,

Regrets H. Becker, W. Chung, A. Clarke R. Gorelick, R. Goubran, T. Haats, L. Kostiuk, A. Lettieri, P. Mkandawire, L. Moffitt, K. Moss, A. Park, S. Sadaf, C. Smelser, P. Wolff

Absent: D. Caratao, H. U. Ozcan, M. Qalinle, J. Ramnarine, M. Sanghani, F. Sepanta

Recording Secretary: K. McKinley

1. Welcome & Approval of Agenda

The meeting was called to order at 2:00 p.m. The Chair welcomed Senators back to the newly renovated Senate Room (Pigiarvik 608). In response to a question from a Senator, the Chair confirmed that for the next meeting snacks will be made available, as they were in the past.

After reviewing the Senate protocols for hybrid meetings, the Chair noted this would be the last meeting for the following four ex officio student members:

- Dakota Livingston (CASG President)
- Anastasia Lettieri (CUSA President)
- Milan Sanghani (GSA President)
- Hande Uz Ozcan (GSA Vice-President, Academic)

The Chair thanked them for their service.

One change was noted in the agenda. Senators were asked to remove item 9(b) under Reports for Information (Report from the COU Academic Colleague) as this item will be presented at the June 2nd meeting.

It was **MOVED** (M. Pearson, D. Siddiqi) that Senate approve the agenda for the meeting of Senate on April 21, 2023, as amended.
The motion **PASSED**.

2. Minutes: March 31, 2023

It was **MOVED** (M. Haines, L. Dyke) that Senate approve the minutes of the Senate meeting of March 31, 2023, as presented.
The motion **PASSED**.

3. Matters Arising:

The Chair provided Senators with a report on the short-notice meeting of Senate that was held on Friday April 14th at 2:00 p.m. The meeting was called by the Senate Executive Committee to review recommendations brought forward from the Academic Continuity Committee (ACC), as per the Senate Policy on Academic Accommodations During Labour Disputes.

Senators were advised of the meeting by email on Tuesday April 11th and by calendar invitation on April 12th. The agenda and memo containing the ACC recommendations and motion to consider were circulated in advance to Senators on April 11.

The meeting was held on Zoom, and was devoted solely to a consideration of the recommendations brought forward by the Senate Executive/ACC; no regular business of Senate was addressed at the meeting.

Attendance included 64 Senators, 6 staff members from the Secretariat Office and IMS, and 14 observers.

The recommendations proposed by the ACC and endorsed by the Executive Committee were to provide flexible and compassionate grading options (SAT/UNS) for students in the Winter 2023 semester.

Senators discussed the proposal then voted on the motion. The motion passed, with 42 in favour, 14 opposed, and 8 abstentions. The original count provided immediately after the vote was 41 in favour, 15 opposed and 8 abstentions, but after reviewing the chat function after the meeting, it was noted that one Senator entered an opposed vote twice.

The Chair acknowledged that some Senators had raised questions and concerns regarding the voting method used. To preserve the integrity of the vote in the presence of a large number of observers, a Zoom poll was not used, since Zoom polling is anonymous and all attendees have access to the poll. Instead, the voting protocol Senate had been using for online attendees of hybrid meetings since September was followed; those opposed and abstaining registered their vote in the Chat, and all others were assumed to be in favour.

Discussion:

A Senator noted that an open letter has been circulated that expresses concern with the decision made by Senate at the short-notice meeting. The open letter to Senate has been signed by 128 faculty members at the university, including a number of sitting Senators and former Senators. A link to the letter was posted in the Zoom chat. The first and primary concern expressed in the letter is that in voting on this specific motion, Senate was being asked to exceed its mandate as a body with a strictly academic focus. In so doing, Senate established a precedent that may result in unwelcome and unforeseeable consequences for the non-academic realm of collective bargaining. The second concern is a procedural one, regarding the manner in which the vote was conducted. The letter indicated that the voting protocol used was not appropriate for votes on contentious matters, since it forced "no" and "abstain" voters to use the chat, but allowed "yes" voters a level of anonymity.

The Senator asked that the letter be included in the official record of Senate on this issue. It was noted that the Senate Office has agreed to include the letter as an item of information in the Senate package for the next meeting on June 2nd, and that the letter with the list of signatories will be kept on file in the Senate Office.

The Chair thanked Senators for raising these concerns. In response to a follow-up question, he emphasized that the voting protocol followed on April 14 is a generally accepted practice for online voting. The Assistant University Secretary noted that in light of the discomfort of Senators in using this protocol, the Senate Office will investigate alternative protocols to use for online attendees moving forward.

4. Chair's Remarks

The Chair began his remarks by reflecting on the labour conflict of the past month. He reiterated that occasional strikes are part of the collective bargaining process. A strike is a legal and legitimate tool that unions use to pressure their employers. Now that the conflict is over, it is important to move forward together as a community.

The Chair expressed thanks to the CUPE 4600 leadership and negotiating teams for their hard work, and assured CUPE 4600 members that they are important and valued members of this community. Similarly, the Chair also thanked the teams negotiating on behalf of the university. All of the negotiators involved carried an immense burden over a long period of time, and the Chair expressed gratitude for their efforts.

The Chair noted that over the past 15 years he had personally been involved in more than 50 collective agreements on both sides of the table across 4 institutions and that he had experienced three strikes. He noted that every round of bargaining has its challenges and that some can be heartbreaking. Although collective bargaining can create divisions, after agreements are signed it is important to remember that we all are partners in a single community.

With the COVID pandemic receding and the strike over, there are even more reasons to be optimistic. Student applications for next year are up 2%, research continues to soar, and in approximately 6 weeks, the graduating class of 2023, over 6000 strong will be celebrated at Convocation.

The Chair reported that Carleton researchers have recently received a \$1.65M CREATE grant from the Natural Sciences and Engineering Research Council of Canada (NSERC) to support research and training in the area of permafrost, climate change and sustainability. The Chair congratulated Professor Stephan Gruber from FASS and the entire team of researchers and partners on this achievement.

Congratulations were also extended to Dr. Banu Örmeci who received the 2023 Exemplary Biosolids Management Award in the area of Public Outreach and Knowledge Transfer.

The Chair closed his remarks by inviting Senators to register to attend Spring Convocation.

A Senator asked the Chair what the university is doing to move forward towards healing, in the wake of the strike. The Chair responded that it is a process; we need to acknowledge how difficult this time has been but also to move forward for our students and the institution, while rebuilding relationships across campus.

Another Senator brought forward a notice of motion for the next Senate, related to the recent labour dispute and resulting Senate actions. The motion was for Senate to empower SCCASP to draft a policy that articulates the acceptable reasons for altering the normal course of academic matters at the institution, including 1) recommendations or motions to rapidly change course modalities, and 2) recommendations that implement SAT/UNSAT or other similar compassionate grading measures. The Chair of SCCASP responded that a new policy is not needed, but that the existing policy (Academic Accommodations During Labour Disputes) could be reviewed. The Chair suggested that an appropriate next step would be for the conversation to continue at the committee level with SCCASP, before potentially bringing the matter to full Senate. The Senator agreed that this would be acceptable.

5. Question Period

Two questions were submitted in advance by Senators.

- Question 1 – submitted by Giuseppe Sestini

Students have recently reported that in their classes some professors have commented, asked about, or called out their ethnicity and race by using racial slurs. In addition, the students reported that these professors have also used slur vocabulary, specifically the n-word and the i-word referring to Indigenous people while teaching in class. What is Carleton University's policy on the use of slurs and offensive words in classes and online environments? What support system does Carleton have for students who are impacted the most by the use of these words? And is Carleton open for a discussion on the topic (in case the student community finds its policy not satisfying)?

AVP Equity and Inclusive Communities Noel Badiou responded to this question. Carleton University has Human Rights Policies and Procedures which incorporate all of the protected grounds under the Ontario Human Rights Code prohibiting discrimination and harassment based on any one or more of the protected grounds including race, ancestry, ethnic origin, disability, sexual

orientation and gender identity/expression. Part IV of the policy, the anti-racism and ethno-cultural relations policy specifically prohibits any form of discrimination or harassment based on protected grounds of ethnic origin and race or ancestry. Any form of discrimination and/or harassment, such as using racial/ethnic slurs, can be reported to the Department of Equity and Inclusive Communities which has the mandate to receive and address all questions, concerns and complaints related to the Human Rights Policies. The Department of Equity and Inclusive Communities is beginning the process of reviewing and updating the university's Human Rights Policies and Procedures and will be consulting with the wider Carleton University community about proposed updates as well as welcoming community feedback during this process.

- Question 2 – submitted by David Sprague

I wanted to get clarification about the timeframe /ongoing policy regarding student self-declarations. I've had several cases each term where students struggling in my class fill in a self-declaration just before an assignment is due or exam occurs. I want to support our students and minimize some overhead but instructors don't have the prerogative to question the declaration and the university isn't tracking who submits these documents. It seems primed for exploitation. I wanted to give the benefit of the doubt but my experience these past two terms seems to indicate the approach is probably being exploited. When will Senate revisit this self-declaration policy or standardize and track student reports to monitor abuse?

The Chair of SCCASP, Howard Nemiroff, responded that there are 2 separate issues in this question: the self-declaration form that has replaced medical notes and the medical accommodation policy itself.

The self-declaration form was implemented during COVID and approved by Senate on November 25, 2022 to replace the medical note that students previously used to request accommodations for short-term illness/incapacitation.

SCCASP Chair Nemiroff clarified that the self-declaration form and medical note are similar in that in both cases, faculty members cannot challenge the submission by the student, and minimal information is provided on the document. The self-declaration form differs in that it requires the signature of the student.

Data on the number of self-declaration forms used during COVID, when it was not possible to obtain a medical note, suggests that the number of students gaming the system was minimal, or at least similar to pre-pandemic times when students used medical notes.

Pre-pandemic numbers included approximately 1600 – 1700 total self-declarations per semester for deferred exams, and the number of applications in the Fall 2022 semester was 1800, which does not represent a huge increase. Approximately 65,000 unique undergraduate exams were written at the end of the Fall 2022 Semester. The requests for deferrals amounts to 2.8% of the total.

SCCASP has thus determined that it is appropriate to continue with the self-declaration form, and to move forward with the Medical Accommodation Policy, which will be discussed at the SCCASP retreat during the summer and brought to Senate in the fall. Issues SCCASP will be considering in their discussions include the difference between term work and final exams via deferrals, and how to monitor these requests while ensuring the privacy of the student and the security of the information.

6. Administration (Clerk)

a) Senate Membership Ratification

The Clerk presented a motion to ratify 2 faculty members and 2 undergraduate students to Senate.

It was **MOVED** (D. Deugo, M. Barbeau) that Senate ratify the following new Senate appointments, as presented, for service beginning July 1, 2023. The motion **PASSED**.

b) Senate Survey Update

The Clerk noted that the launch of the 2023 Senate Survey has been postponed to May, due to the strike.

7. Reports:

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

SCCASP Chair Howard Nemiroff presented minor modifications for the month of April, for information only.

7-Reports (cont'd):

b) Senate Quality Assurance and Planning Committee (SQAPC)

Committee Chair Dwight Deugo presented 5 items for approval and one item for information. Items for approval included 4 major modifications, combined into an omnibus motion, and one motion regarding the transfer of graduate curriculum approvals from the Graduate Faculty Board to the disciplinary Faculties.

Omnibus Motion - Major Modifications:

It was **MOVED** (D. Deugo, P. Rankin) that Senate approve the major modifications as presented.

The motion **PASSED**.

Individual Motions within the Omnibus:

- MOTION: That Senate approve the major modification to the BA and BA (Hons) program in Criminology and Criminal Justice as presented with effect from Fall 2024.
- MOTION: That Senate approve the major modification to the concentration in Mind and Behavior as presented with effect from Fall 2024.
- MOTION: That Senate approve the deletion of the concentration and minor in Organizational Psychology and the deletion of PSYC 3805 as presented with effect from Fall 2024.
- MOTION: That Senate approve the introduction of the Stream in Artificial Intelligence and Cognitive Modelling to the BCogSc and BCogSc (Hons) programs as presented with effect from Fall 2024.
- MOTION: That Senate approve the introduction of the Concentration in Heritage Planning and Studies to the MA in Canadian Studies as presented with effect from Fall 2023.

Item for information:

SQAPC Chair Dwight Deugo reminded Senators that as part of the affiliation agreement with the Dominican University College (DUC), Carleton plays a role in curriculum and program reviews and approvals at DUC. Minor modifications approved by DUC are provided to Carleton for information; a document listing these changes was circulated to Senators in their meeting package. There was no discussion of this item, and no motion for Senate.

Motion Related to Transfer of GF Curriculum Approvals:

SQAPC Chair Dwight Deugo presented a motion for Senate to approve a process for bringing recommendations to Senate regarding the transfer of graduate curriculum approvals from the Graduate Faculty Board to the disciplinary Faculty Boards.

This proposed change is the first step in a larger plan to reorganize the Faculty of Graduate and Postdoctoral Affairs. FGPA has engaged collaboratively with all Faculties to discuss this new approach, and led a consultation with Senate on the topic in January of 2023.

The current proposal is for SQAPC to bring the recommendations to Senate in June of 2023. Senators were asked to vote to approve this process.

It was **MOVED** (D. Deugo, P. Smith) that the Senate Quality Assurance and Planning Committee (SQAPC) make recommendations to Senate by June 2023 that will facilitate the transfer of graduate curriculum approvals (including but not limited to new graduate programs and courses and modifications to existing programs/courses) from Graduate Faculty Board to the disciplinary Faculties.

Discussion:

A Senator asked why this motion is needed. SQAPC Chair Dwight Deugo replied that the motion clarifies the role of SQAPC in the process. The Provost added that the motion allows Senate to review and comment on the process, and provides a timeline for bringing recommendations to Senate. He confirmed that Senators are not committing to any changes with this motion, but are approving the process.

A Senator asked if the disciplinary Faculties mentioned in the motion have yet to be defined, since Computer Science and some other schools have their own Faculty Boards. In response, the SQAPC Chair noted that the "line" Faculties

(FASS, FED, Science, Sprott, and FPA) are working on updating their constitutions and, where appropriate in Science and Engineering & Design, are reviewing a process and potential structure for bringing multiple Faculty Boards together.

Another Senator asked for more context on the larger reorganization of FGPA, and what other changes will be coming to Senate as a result. The Provost noted that Carleton is no longer primarily an undergraduate institution; the proposed reorganization of FGPA is a response to substantial growth in graduate programs. The graduate curriculum approval process is the first step in the reorganization, and will be followed by a discussion and review of graduate admissions, which will likely occur in the next academic year.

The SQAPC Chair concluded by re-affirming that the current motion before Senate is to confirm that SQAPC will bring recommendations to Senate in June. Senators are not voting to approve any recommendations with this motion.

The motion **PASSED**.

7-Reports (cont'd):

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

The Senate Academic Governance Committee is responsible for directing the nomination and election process for Senate committee membership. On an annual basis, SAGC members review Senate faculty and student committee nominations to make recommendations to Senate on the allotment of membership positions, based on a number of established protocols, including nominee preference, background and experience.

The committee received nominations from 9 faculty members and 15 students, and presented the following recommendations to Senate:

- 1) Senate Executive Committee
 - Shaun Seneviratne (UG – FED)
- 2) Senate Committee on Curriculum Admissions and Studies Policy
 - Emily Udle (UG – FASS)
- 3) Senate Quality Assurance and Planning Committee
 - David Mendeloff (Faculty – FPA)
 - Gerardo Kanter (GR – FPA)

- Nir Hagigi (UG – FPA)
- 4) Senate Academic Governance Committee
 - Donald Russell (Faculty – FED)
 - Joana Rocha (Faculty – FED)
 - Kevin Graham (Faculty – Science)
 - Maryam Usman (GR – Sprott)
 - Anthony Valenti (UG – FPA)
 - 5) Senate Library Committee
 - Anya Roth (UG – FASS)
 - 6) Honorary Degrees Committee
 - Stelios Zyglidopoulos (Faculty – Sprott)
 - Farzad Alizadeh (GR – FED)
 - Ineza Karake (UG – FASS)
 - 7) Senate Student Academic Integrity Appeals Committee
 - Jean Daudelin (Faculty – FPA)
 - Jonathan Ojangole (UG – Science)
 - 8) Senate Committee on Undergraduate Student Awards
 - Shanorah Brown (UG – FASS)
 - Ryan Lyster (UG – FASS)
 - 9) Senate Graduate Student Appeal Committee
 - Jeffrey Erochko (Faculty – FED)
 - 10) Senate Review Committee
 - Isaac Odoom (Faculty – FPA)
 - Farzam Sepanta (GR – FED)
 - Ryan Lyster (UG – FASS)
 - Rana Saadi (UG – FPA)

It was **MOVED** (E. Sloan, D. Deugo) that Senate ratify the nominees for Senate committees, for service beginning July 1, 2023.
The motion **PASSED**.

8. Carleton Draft Operating Budget Presentation

Provost Jerry Tomberlin presented a report to Senators on the draft Operating Budget for 2023-24. Following the presentation to Senate, the Operating Budget will be presented to the Board of Governors for approval on April 24, 2023.

The Provost began with a review of the budget planning cycle, principles and prioritization process. Pressures on the budget this year include a continuing freeze on tuition, corridor-model and performance-based provincial funding, rising capital costs and the end of Bill 124, which capped wage increases for public sector employees at 1% per year for three years. Mitigating factors for these pressures include the return to in-person recruitment, a reputational enhancement campaign, program innovation and renewal, and internationalization. To further ease pressure on the budget, all Resource Planning Committees were asked to implement a 2% base expenditure budget cut for 2023-24.

The proposed budget is based on the assumptions that enrolment will remain stable and government funding will remain frozen over the planning horizon. There will be no increase in tuition fees for domestic (Ontario) residents, but out-of-province students could see a 5% increase and there could be some adjustments for tuition anomalies. Other assumptions include an anticipated general and administrative expense increase of 3%, market adjustment on contracted IT services, plus an increase in salaries and benefits resulting from the ending of Bill 124. Financial risk mitigation measures include across-the-board budget cuts, conservative budget allocations, and encouraging RPCs to strategically use existing carry-forward.

The revenue and expenses of the proposed 2023-24 operating budget are balanced at \$525M which shows a modest increase of \$4M from the previous year. Government grants and domestic tuition account for approximately 2/3 of revenues. Approximately 3/4 of expenses are devoted to salaries and benefits.

Resource Planning Committees (RPCs) will see a reduction of \$5.9M in their base budget and a decrease of \$1.0M in fiscal allocations, while university and contingency budgets will see an increase in total of \$14.8M base and \$16.3M fiscal, mostly to cover increases in salaries and benefits. The Provost provided a detailed breakdown of budget priorities for these allocations.

Discussion:

A Senator asked if the Strategic Mandate Agreement metrics will come into effect, now that the pandemic is over, and what financial penalties might result from not meeting these metrics. The Provost responded that performance-based metrics

were removed during the pandemic since they put additional pressure on universities that are already struggling. He added that this is not of concern to Carleton as we have consistently outperformed on the metrics.

In response to another question the Provost confirmed that research income is not included in the Operating Budget. Indirect costs of research are included in the Operating Budget, but may be allocated to support research in the future.

A Senator asked for comments on the long-term financial outlook for Carleton and all Ontario universities. The Provost noted that the current financial climate for universities is challenging, but that universities have weathered other financial challenges in the past few decades, including the recession in the 1990s and the financial crisis of 2008. He noted that Carleton will survive, but balanced budgets may not continue. Carleton's rigorous budgeting process and consistently conservative management of the budget have put us in a good position to weather the current storm.

In response to another question, the Chair provided an explanation of the "Blue Ribbon Panel," a short-term advisory panel that will make recommendations to the provincial government on the financial sustainability of universities. The Blue Ribbon Panel is composed of sector experts including Alan Harrison, former Provost of Carleton University and Bonnie Paterson, former President of Trent University and long-time supporter of the sector. The panel has been asked to explore how the government may implement a global framework for universities and colleges that ensures financial accountability and sustainability, without significant financial input from the government. A tuition framework will be included in the discussions; performance metrics are not included at this time. Ontario universities are advocating for advanced knowledge of this framework in order to be able to plan responsibly. The panel will be consulting with universities, both individually and as a group within the next few months.

The Chair noted that as costs continue to increase, universities must be allowed the mechanisms to also grow revenues. There are significant risks to a prolonged tuition freeze, but the provincial government can implement other options to ease the pressure on universities, including abolishing the corridor funding model so that all students can be funded, increasing the funding per student and indexing the grant and providing additional infrastructure funding.

In response to another question, the Provost confirmed that all of Carleton's employee groups will have exited Bill 124 by the end of 2024.

The Chair thanked the Provost for the presentation and Senators for their engagement and discussion.

9. Reports for Information

a) Senate Executive Committee minutes (March 21, 2023)

There was no discussion of this item.

10. Other Business

There was none.

11. Adjournment

The meeting was adjourned (E. Cyr, n.s.) at 3:45 p.m.