



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

**Carleton University Senate  
Meeting of November 24, 2023 at 2:00 pm  
Pigiarvik 608**

**OPEN SESSION**

**Minutes**

**Present in Person:** B. Albright-Peakall, M. Baez, M. Barbeau, S. Blanchard, A. Bordeleau, A. Bowker, B. Campbell, W. Chung, E. Cyr, M. DeRosa L. Dyke, S. Everts, R. Gorelick, R. Goubran, K. Graham, T. Haats, N. Hagigi, M. Haines, S. Hawkins, K. Hellemans, D. Hornsby, D. Howe, M. Huckvale, L. Kostiuk, A. Lannon, F. Lepore, A. MacDonald, B. MacLeod, L. Madokoro, J. Mason, D. Mendeloff, P. Mkandawire, L. Moffitt, J. Murray, R. Nelson, B. O’Neill, P. Rankin, R. Renfro, M. Rooney, O. Shafiq, D. Siddiqi, E. Sloan (Clerk), M. Taghavishavazi, K. Taylor, J. Tomberlin (Chair), C. Viau, G. Wainer, P. Wolff

**Present via Zoom:** J. Armstrong, H. Becker, F. Brouard, S. Burges, J.P. Corriveau, L. Marshall, H. Nemiroff, B. O’Connor, S. Seneviratne, P. Smith, J. Wallace

**Regrets:** J. Malloy, A. Park, M. Pearson, G. Pickton, J. Taber

**Absent:** E. Abou Zeid, H. Babb, D. Caratao, A. Clarke, Y. Gandhi, K. Moss, A. North, S. Rajput, M. F. Riazuddin, C. Smelser, D. Sprague

**Recording Secretary:** K. McKinley

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**1. Welcome & Approval of Agenda**

The meeting was called to order at 2:02 pm. The Chair welcomed Senators and noted that the meeting would begin with a Closed Session.

It was **MOVED** (G. Wainer, M. Haines) that Senate move into the Closed Session of the meeting.

The motion **PASSED**.

Non-Senators were asked to withdraw from the chamber for the duration of the Closed Session.

(See separate document for Closed Session Minutes.)

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*Continuation of Open Session minutes following end of Closed Session:*

It was **MOVED** (C. Viau, D. Hornsby) that Senate approve the open agenda for the meeting of Senate on November 24, 2023, as presented.

The motion **PASSED**.

## **2. Minutes: October 20, 2023 (open session)**

It was **MOVED** (M. Haines, J. Mason) that Senate approve the minutes of the open session of the Senate meeting on October 20, 2023, as presented.

The motion **PASSED**.

## **3. Matters Arising**

There were none.

## **4. Chair's Remarks**

The Chair began his remarks with a brief report on Fall Convocation, which was held on Saturday November 4. Over 850 graduating students crossed the stage, and Dr. David Sinclair was presented with an honorary degree for his contributions to experimental sub-atomics. The Chair thanked all who attended and otherwise contributed to make the day memorable.

The Chair then reported that Canada's Top 100 Employers has for a second consecutive year distinguished Carleton University as a leading employer. This prestigious recognition reflects Carleton's commitment to excellence in eight key areas: work atmosphere, health and family-friendly benefits, vacation and personal time-off policies, employee engagement, training and skills development, and community involvement.

Carleton's Students & Enrolment division has achieved the Canada Awards for Excellence Gold Level Certification from Excellence Canada's Organizational Excellence Standard

(AC1). The gold level indicates that Carleton has achieved a comprehensive approach to excellence, innovation and wellness, with positive results and quantifiable improvement.

The Chair noted the following faculty achievements:

- Professor Winnie Ye from the Department of Electronics has been named a Fellow of Optica, the leading society on optics and photonics. This honour reflects Professor Ye's exemplary volunteer leadership and outstanding contributions to silicon photonics research and technology.
- Emily Gray, Academic Director of Sprott's Master of Accounting Program, has been elected as a Fellow by the Chartered Professional Accountant Ontario Council, for her extraordinary service to the profession. The Chair noted that becoming an FCPA is the highest honour a CPA can receive.
- Professor Steven Cooke from the Department of Biology is on the world Highly Cited Researchers list for the fourth year in a row. Those on the list have demonstrated significant influence in their field through the publication of multiple, highly cited papers over the last decade.
- Joana Rocha has received the 2023 Elsie MacGill Education Award for her work on aeroacoustics. The award, named after aviation pioneer and human rights activist Elsie Gregory MacGill, recognizes outstanding women across seven categories.

The Chair noted that the Faculty of Engineering & Design at Carleton has proudly joined the Indigenous and Black Engineering and Technology (IBET) PhD Project. This partnership aims to increase the number of Indigenous and Black faculty in engineering and computer science fields across Canada by providing financial support and fostering a supportive, respectful community for its fellows.

The Chair also reported on the Blue Ribbon Panel Report, which was officially received by the Ontario provincial government. The Blue Ribbon Panel was commissioned by the Ontario government to provide advice to the government on strategies to ensure the long-term financial sustainability of Ontario's postsecondary education sector. Some key recommendations in the report include modest increases in government grants and domestic tuition. COU is calling on the government to implement the recommendations immediately to alleviate some of the financial challenges Ontario colleges and universities have been experiencing for the past several years. The COU will continue to monitor the government's response to the report. The Chair noted that even if the recommendations are implemented by the government, Carleton would still face the need for significant budget cuts over each of the next 5 years.

In closing, the Chair highlighted the following upcoming events:

- **16 Days of Activism Against Gender-Based Violence** (November 25 – December 10). Carleton will share a variety of resources and information to raise awareness of this issue. Falling within the 16 days is the **National Day of Remembrance and Action on Violence Against Women**, also known as White Ribbon Day, on December 6<sup>th</sup>. This day honours the 14 women who were killed during a mass shooting at Montreal's Ecole Polytechnique in 1989.
- **Giving Tuesday** will be held on November 28<sup>th</sup>. This is a key date in Carleton's philanthropic efforts. The Chair encouraged Senators to visit Carleton's FutureFunder site and to consider supporting one or more of the 78 approved projects highlighted there.

## 5. Question Period

One group of questions was submitted by Senator Morgan Rooney. VP Students & Enrolment Suzanne Blanchard provided a written response that was circulated with the questions in the meeting binder.

### Question Submission by Morgan Rooney:

In recent years, Carleton has seen an expansion of the number of 0.25-credit, 6-week courses (i.e., early and late Fall/Winter term courses). Our Academic Year webpage shows that we have dedicated periods for final exams and deferred exams for these courses. Do exams for 0.25-credit courses in September/October and January/February also have all of the same supports in place that we normally have, both for students (undergraduate and graduate) and instructors? For instance:

- Does SES create a global exam timetable, to limit scheduling conflicts / overloads for students?
- Do SES/PMC make arrangements for all accommodation requirements, for in-person and online testing?
- For in-person exams, does SES handle things such as photocopying test sheets and making test booklets available at or near the exam site?
- For online exams, does SES provide Brightspace support (i.e., quality assurance review prior to launch, live support during the testing period, etc.)?
- Does the RO process deferral requests from students and, when deferrals are granted, arrange for an alternate exam date?
- If the RO does process deferrals, does SES proctor those deferrals as they normally would for regular Fall/Winter exams?

Response from VP Students & Enrolment and University Registrar Suzanne Blanchard:

Yes, all of these supports are provided for the 0.25 courses.

## 6. Administration (Clerk)

The Clerk of Senate noted that any Senators taking a sabbatical or other leave next year must relinquish their Senate seats. She asked any Senators planning a leave to notify the Senate Office at their earliest convenience, so that the vacancy may be advertised during the Senate nomination period in February.

The Clerk also reported that vacancies on Senate for the current academic year still exist for faculty members from FASS and Science.

## 7. Reports:

### a. Senate Committee on Curriculum Admissions & Studies Policy (SCCASP) (D. Siddiqi)

Committee Chair Dan Siddiqi presented two items for approval, four items for information, and a report on the movement online and use of SAT/UNS grading options during the 2023 Labour Dispute, as requested by Senator Morgan Rooney.

#### Items for Approval:

R-ADM-Program-BA-First Year Admission to BA (change to advance standing admissions requirements)

It was **MOVED** (D. Siddiqi, H. Nemiroff) that Senate approves the revisions to regulations R-ADM-Program-B.Z. First Year Admission to B.A. effective for the 2024/25 Undergraduate Calendar as presented.

The motion **PASSED**.

R-ADM-BID – Change to Admissions Requirements (deleting recommendation for calculus)

It was **MOVED** (D. Siddiqi, T. Haats) that Senate approves the revisions to Regulations TBD-1369 R-ADM-Program-BID effective for the 2024/25 Undergraduate Calendar as presented.

The motion **PASSED**.

#### Items for Information:

- Minor modifications for October and November (3 attachments)
- 2024-25 Academic Year

**Report on Questions re academic accommodations in the event of a Labour Dispute:**

The following summary report was presented by the committee Chair in the Senate meeting:

At four meetings, SCCASP discussed the move online and the adoption of the SAT/UNS grading scheme in light of the Senate policy named “Academic Accommodations during Labour Disputes” (henceforth Labour Dispute Policy). After this discussion, we found three questions to be answered for Senate:

**1) Does Senate have a policy regarding changing the modality of a course as an accommodation for students? If so, was this policy followed? If not, does this fall under the Labor Dispute policy? If so, was the Labor Dispute followed?**

Carleton does not have a policy regarding when and for what reasons changing course modality is an appropriate accommodation for students. This leaves as the only open question whether the pivot online that the majority of courses took was aligned with the Labour Dispute policy, which specifies that accommodations are left to the instructor until the 11th day of a labour disruption.

Rapidly shifting course modality has been available to instructors since we returned to the classroom after the Covid-19 campus closure and has been consistently used on an ad hoc basis by instructors for reasons such as the professor being afflicted with a communicable illness or inclement weather that restricts access to campus. Therefore, shifting course modality is a normal accommodation.

The communication from the then-Provost dated March 22, 2023 was issued in advance of the strike. It advised instructors that changing course modality is a tool in their toolbox that they “may choose” to use to accommodate students in the foreseeable disruption in transit services. This is in line with previous recommendations given by University leadership to accommodate transit disruptions, as, for example, deployed during the OCTranspo strike in 2008.

Therefore, Transit disruptions are normally considered circumstances that require accommodation. Therefore, the pivot online, since it was done by individual instructors for established normal reasons, was in accordance with the Labour Dispute policy. That so many individual instructors deployed this accommodation makes it seem like collective University action, but it was not. Many instructors did not offer this accommodation.

**2) Does Senate have a policy on when and why to adopt the SAT/UNS grading policy? If so, was this policy followed? If not, does this fall under the Labor Dispute policy? If so, was the Labor Dispute followed?**

On the 11th day of the labor action, the Academic Continuity Committee (ACC) was constituted in accordance with the Labor Dispute policy. It then recommended to Senate, the SAT/UNS grading scheme as a university-wide accommodation for the labor disruption. The motion was discussed on the Senate floor according to normal Senate procedures.

- a. We find that this action taken by Senate was in full compliance with the Labor Dispute policy. These accommodations are squarely inside the purview of Senate and Senate duly voted on and enacted the accommodations.

That leaves only whether Senate has a policy on when and for what reason to deploy the SAT/UNS grading scheme first developed for Covid-19. SCCASP finds the following:

- b. Senate has no such policy and, importantly, Senate cannot have such a policy, because Senate cannot restrict further motions by Senate.

**3) In light of this discussion, does the Labour Dispute policy require immediate revision?**

The Labour Dispute policy is up for mandatory review in 14 months. SCCASP has already added this policy to workflow, since so much discussion has already taken place.

Discussion:

In response to a question, the committee Chair confirmed that, in accordance with the Labour Dispute policy, the Academic Continuity Committee is not activated until the 11<sup>th</sup> day of the strike.

A Senator noted that the report contains an abundance of information, and asked why it was not circulated in advance to Senate. The Committee Chair apologized, and noted that the report will be included in the minutes of the meeting.

A Senator asked whether it would be possible to create a Senate policy on course modalities. The Committee Chair noted that small scale or temporary shifts in course modalities is an operational question, and would not be in the purview of Senate, but examples where an entire program is shifted online (such as the online MBA) would come to Senate.

There were no further questions.

**b. Senate Quality Assurance and Planning Committee (SQAPC) (D. Hornsby)**

Committee Chair David Hornsby presented 6 cyclical review reports for Senate approval, combined into one omnibus motion.

It was **MOVED** (D. Siddiqi, H. Nemiroff) that Senate approve the Final Assessment Reports and Executive Summaries arising from the Cyclical Review of the programs.

The motion **PASSED**.

Individual motions from the Omnibus:

- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate programs in Criminology and Criminal Justice.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate programs in Art History and History and Theory of Architecture and the Graduate programs in Art and Architectural History.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate and graduate programs in Sociology.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the graduate programs in the School of Public Policy and Administration.



- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate programs in Humanities.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate and graduate programs in Religion.

A Senator asked why the external reviewers recommended 5 new hires for the Criminology and Criminal Justice program. The Dean of FPA responded that it is an unusual interdisciplinary program and that the external reviewers may not have been fully aware of how the program operates. However, since a request for more hires also came from the unit, the Faculty will be considering the feasibility of this request.

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

Committee Chair Elinor Sloan presented two motions for Senate approval.

#### Motion to approve new Senate committee nominees:

SAGC recommended the ratification of the following nominees to fill vacancies these committees:

- Senate Quality Assurance and Planning Committee
  - Irene Lu (Faculty member – Sprrott)
- Senate Library Committee
  - Hilary Becker (Faculty member – Sprrott)
  - James Brunet (Faculty member – FED)
  - Rohan Sikka (Graduate Student)
- Senate Review Committee
  - Onita Basu (Faculty member from FGPA)

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

#### Motion to change membership in SCCASP Terms of Reference

SAGC recommended the reduction in the number of FGPA representatives on SCCASP from 2 to 1. This change reflects current practice of the committee and was requested by the Chair of SCCASP.

It was **MOVED** (E. Sloan, D. Siddiqi) that Senate approve the changes to the Terms of Reference for the Senate Committee on Curriculum Admissions and Studies Policy, as presented.  
The motion **PASSED**.

## **8. Reports for Information:**

- a. Senate Executive Minutes – October 6, 2023**
- b. Report from the COU Academic Colleague**

There was no discussion of these items.

## **9. Other Business**

There was none.

## **10. Adjournment**

The meeting was adjourned (D. Hornsby, L. Kostiuk) at 2:48 p.m.