



*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 25, 2020 at 2:00 pm  
Via Zoom Videoconference**

**MINUTES – OPEN SESSION**

**Present:** A. Ahmad, S. Ajila, K. AlWazir, B.A. Bacon (Chair), M. Barbeau, S. Blanchard, A. Bowker, D. Brown, N. Bruni, J. Bruno, A. Chandler, M. Close, T. Daniels, J. Deaville, D. Deugo, D. Dragunoiu, D. Edi, M. Gagne, G. Garland, D. Gillberg, R. Goubran, S. Gulati, M. Haines, B. Hallgrimsson, K. Hellemans, O. Hobbs, F. Hosseinian, C. Joslin, L. Kostiuik, J. Kovalio, B. A. Kuzmarov (Clerk), E. Kwan, A. Lannon, C. Laurendeau, A. Luko, C. Macdonald, B. MacLeod, S. Maguire, J. Milner, J. Moore, H. Nemiroff, J. Paulson, M. Piche, B. Popplewell, P. Rankin, M. Rooney, D. Russell, S. Sadaf, S. Sivathayalan, E. Sloan, P. Smith, D. Sprague, J. Taber, K. Taylor, N. Tilokani, J. Tomberlin, A. Tremblay, C. Trudel, C. Viju, J. Voordouw, K. Weary, P. Wilson, J. Wolfart, P. Wolff, W. Ye  
**Regrets:** O. Baysal, T. Di Leo Browne, R. McKay, A. Plourde, J. Sinclair-Palm, R. S. Sundarraj, B. Wright

**Absent:** V. Asi, C. Cruickshank, J. Stoner, K. von Finckenstein

**Guests:** M. Charles

**Recording Secretary:** K. McKinley

---

**Open Session:**

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

The Chair welcomed all participants to the second Senate meeting of the academic year, and wished all Senators a happy Franco-Ontario Day. A warm welcome was extended to new Senators Julia Wallace, Cameron Davis, Lisa Tsintsadze and Manuel Baez. The Chair thanked departing Senators Andre Plourde and Timothy Di Leo Browne for their service on Senate. The Chair congratulated COU Academic Colleague and Chair of the Department of Neuroscience Kim Hellemans on receiving an Award of Excellence from the

Ontario Minister of Colleges and Universities. The award recognizes educators demonstrating outstanding skills in innovative educational practices and leadership. The Chair added that several individuals from Carleton independently nominated Dr. Hellemans for this award. Finally, the Chair reminded Senators that September 25, 2020 is also Recovery Day Ottawa (RDO). Carleton is a community partner for this important event, organized by the Community Addictions Peer Support Association (CAPSA).

It was **MOVED** (N. Tilokani, K. AlWazir) that Senate approve the agenda for the meeting of Senate on September 25, 2020, as presented.

The motion **PASSED**.

## **2. Minutes: August 21, 2020**

It was **MOVED** (J. Deaville, D. Gillberg) that Senate approve the minutes of the Senate meeting on August 21, 2020, as presented.

The motion **PASSED**.

## **3. Matters Arising**

At the previous meeting Senators had requested more information on the student tech bursaries. The Chair noted that this information has been emailed to Senators.

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

The Chair noted that the Fall semester has begun successfully, and he thanked students, faculty and staff for their outstanding efforts in adapting to the online environment given the ongoing challenging circumstances caused by the pandemic. In response to rising numbers of Covid-positive cases in Ottawa, Carleton has intensified testing and contact tracing as needed, and is following mitigation measures in accordance with current guidelines. With the second wave of the pandemic profiling, the decision to deliver course content online through the Fall semester means that Carleton can protect the health and safety of students, staff and faculty while continuing to fulfill its academic mission. The Chair praised innovation across the community and noted as an example the success of the Students as Partners Program, in which students have been paired with instructors to design online courses. Carleton's program has been a huge success and is the largest of its kind in Canada.

The Strategic Integrated Plan Launch will be held on Wednesday, September 30. Senators helped to shape this document through several consultations and

the Chair encouraged all to attend the launch, which will be held virtually. 500 people have already registered for the event.

Finally, the Chair mentioned the recent completion of the draft Equity Diversity and Inclusion (EDI) Action Plan, which has been posted on the EDI website. Consultations and town halls are underway, and Assistant Vice-President and University Advisor for Equity and Inclusive Communities Michael Charles will join Senate today for substantive discussion and consultation on the plan.

## 5. Question Period

No questions were submitted in advance.

## 6. Administration (Clerk)

### a. Membership Ratifications

Senators were asked to ratify two Contract Instructor representatives and one faculty member as new Senators.

It was **MOVED** (B. Kuzmarov, D. Edi) that Senate ratify the new Senate appointments, as presented.

The motion **PASSED**.

### b. Senate Survey Report

The Clerk presented a brief summary of the results of the 2020 Senate Survey. The following elements were highlighted:

- Response rate: 41% (33/80 responded)
- Respondent Profile:
  - 46% had served more than one term on Senate
  - 64% of respondents were faculty members or contract instructors, 9% were ex officio, 6% were students
- Orientation: 51% attended an Orientation session and more than 90% of those who attended agreed that it was appropriate and helpful
- Self Assessment indicated that most Senators attend meetings and are well prepared for them.
- Strengths identified included: good leadership; respectful, open, and collegial meetings; and efficient and agile administration.

- Suggestions for improvement included: managing volume of documentation; encouraging more diverse participation in meetings; and ensuring that Senate is involved in academic decisions.

The Clerk thanked all Senators who participated in this survey and noted that the 2021 Senate Survey will be distributed earlier in 2021 to enable students to participate more effectively.

## 7. Reports

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

The Chair, Howard Nemiroff, presented one motion for approval, two updates and three items for information.

Item for Approval: Stream Pathway Glossary Definitions

Definitions in the glossary have been modified so that pathways and streams are included on the student transcript. The SCCASP Chair noted that 1.5 credits now count as a stream.

It was **MOVED** (H. Nemiroff, D. Deugo) that Senate approves the changes proposed to the definition of Stream and Pathway within the 2020-21 Undergraduate Calendar, as presented.

The motion **PASSED**.

Items for Information:

- BA Template: The term “general” has been removed from the document, in line with a motion previously approved by Senate on this issue.
- Minor in Computer Science: The term “limited enrolment” has been added to allow for management of numbers for this minor.
- Editorial Changes: These consist mostly of collateral edits, corrections of typos, and so on.

Policy Updates:

*Academic Integrity Policy:* Associate Deans have been meeting regularly to work through the update to this policy. Updates will focus mostly on procedures and the new online environment. A revised document will be brought to Senate by the end of 2020, if possible.

A Senator asked for clarification of the policy with regards to ownership of intellectual property. For example, computer code is often “owned” by students who then share or post it online. The Chair agreed to clarify the language in the policy around this issue.

In response to another question it was noted that tools to detect plagiarism are not in the purview of this policy and are being discussed by other bodies at Carleton.

*Grading Policy:* SCCASP has been meeting with CASG and the Deans to discuss modifications to the grading policy. The proposal focusses on three main outcomes:

- Student well-being
- Academic Success / Retention
- Graduation

A landscape survey has been completed, and provides a strong sense of what other universities are doing. The survey reveals that Carleton is one of the few schools in the survey that does not have exploratory options for students.

SCCASP is moving towards the creation of a formal long-term grading policy that respects the pedagogical rigor of Carleton and sends the right message to stakeholders. This policy will be brought to Senate later this fall or early in the new year.

The Provost spoke to the immediate challenges of grading options for this year’s Fall and Winter semesters. He began by reviewing decisions on grading options that were taken in the Winter 2020 semester:

- Automatic conversion of all failures to UNSAT
- Option for students to convert other grades to SAT

- Change in rules for Academic Performance Evaluations

For the Fall 2020 and Winter 2021 semesters, the Provost presented the following recommendations for Senate discussion:

- Automatically convert all failures to UNSAT (undergraduate students only)
- Amend the Academic Performance Evaluation in a manner similar to that adopted for the Winter 2020 term (undergraduate students only).

The President of CASG indicated that CASG will be meeting with all student academic clubs and societies to discuss these proposals and to collect student input. The Chair thanked CASG for their leadership on this issue.

In the ensuing discussion, Senators asked if graduate students could be included in the recommendations. The Dean of FGPA noted that graduate students were not included because of the need for consistency with other institutions across Ontario and Canada, but she agreed to continue the discussion at Graduate Faculty Board and in consultation with SCCASP.

It was also noted that the original grade for a course is preserved and available via the Registrar's Office, and will be used to determine if the student can advance. This is important for programs for which the grade to advance is higher than a D. The Provost also clarified that students who abandon courses will receive an F and cannot request a change to UNSAT.

In response to a question the Chair of SCCASP noted that departments, especially those that are accredited, will be consulted about any permanent or long-term changes to grading options in the policy. The procedure will be to work with Associate Deans, and to meet with faculty members at Chairs & Directors meetings to discuss the proposals.

Some Senators also suggested that the SAT option be included, as it was for the Winter 2020 semester, but perhaps with a limit on the number of courses that could be converted to a SAT grade. The Provost agreed to take this suggestion back to the group for discussion.

The Chair and Provost thanked Senate for the useful discussion, and noted the general support to continue compassionate measures for students in terms of grading options. A resolution will be expected at the October Senate meeting.

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

The committee Chair, Dwight Deugo, provided an update on the SQAPC review of Carleton's pivot to online course delivery. He began by sharing the results of the May 2020 student survey, which focussed on the pivot during March and April of 2020.

Students were asked to identify both the successes and the challenges they experienced in the transition to online learning. Successes identified included support from instructors, technologies used, and communication from the university. Challenges included:

- Access to high-speed or reliable Internet
- Instructor discomfort with required technologies/applications
- Access to library resources
- Lack of in-person contact with classmates and instructors
- Lack of quiet place to learn and study
- Preference for face-to-face learning and lack of adequate digital replacements for face-to-face collaborations
- Challenging formats for final exams

Students indicated a preference for either asynchronous courses (42% UG) or a blend of synchronous and asynchronous elements (44% UG, 52% GR).

Next, the [SQAPC] Chair presented a review of the university's response since the survey (from March to September) focussing on these areas across the university:

- Communications
- Information Technology Services
- Student Resources
- Library
- Teaching & Learning Services
- Scheduling & Examination Services

- Assessment
- Academic Integrity
- Mental Health

Moving forward, the [SQAPC] Chair noted that SQAPC will report on the faculty/staff survey in October, and a review of the Fall practices update will be provided in January.

A Senator asked if it would be possible to obtain a deeper analysis of the data. The [SQAPC] Chair agreed to bring this request to the Office of Institutional Research and Planning for consideration.

The Chair thanked SQAPC for their valuable contribution and noted their work will help Carleton to move forward.

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

The committee Chair, Betina Appel Kuzmarov, presented a list of nominees to four Senate committees for ratification.

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

The motion **PASSED**.

Senators were reminded of remaining vacancies for faculty members and students on committees. Details can be found on the Senate website.

**8. Planning for Winter 2021**

**a. Motion from the Provost**

The Chair introduced this item by reminding Senators of the presentation by CUSP in August, that recommended continuing online course delivery in the Winter 2021 semester, with the possibility of some pilot projects offered on campus. Senators had discussed this report in August, and had provided a preliminary endorsement of these recommendations.

The Provost presented the motion to Senate for approval.

It was **MOVED** (J. Tomberlin, K. AlWazir) that Senate confirm that all scheduled Winter 2021 courses at Carleton be offered through online and other methods of distance learning.



The motion **PASSED**.

**9. Consultation – Draft Recommendations for Equity, Diversity and Inclusion (EDI) Institutional Action**

The Chair introduced guest speaker Michael Charles, AVP and University Advisor, Equity and Inclusive Communities. Michael Charles leads the Equity and Inclusive Community Advisory Group, composed of faculty, staff, students and external community leaders, to oversee the creation of a strategy for EDI institutional action. A draft strategy has been completed and was circulated to Senators in advance.

The Equity and Inclusive Communities Advisory Group was formed in April of 2020 to develop a strategic vision for EDI at Carleton and to propose a framework of actions for its implementation. Over the summer, 40 targeted community consultations were held and the Advisory Group approved the recommendations. Two Town Halls have been scheduled for the fall, and feedback on the draft can also be submitted through the live online form on the EDI website. Mr. Charles also reminded Senators of Inclusion Week, scheduled for October 19 – 23, which will feature a number of prominent guest speakers. In November, Mr. Charles will return to Senate for further discussions of the plan.

Mr. Charles then presented a high-level summary of the ten thematic drivers of the overall plan and the relationship between this plan and others at Carleton, including Kinàmàgawin and the Coordinated Accessibility Strategy. Areas identified for EDI strategic action include:

- Curriculum and Pedagogy
- Student Supports
- Research
- Senior Leadership Team and Board of Governors
- Leadership Development General (Non-Academic Employees)
- Leadership Development General (Academic Employees)
- Disaggregated Demographic Data Collection
- Representation and Outreach
- Culture
- EDI Planning Infrastructure and Reporting

Mr. Charles highlighted the comprehensive approach of the plan and its innovative, integrated, holistic, flexible and ambitious qualities. He noted in particular that it is community engaged and data driven, positively framed, and that it leaves room for local customization. Implementation of the plan will take place over 5 years, and will be divided into 2 phases. Senators were invited to consult the website for more detailed information.

Senators responded favourably to the presentation and the plan. The Chair thanked Mr. Charles and the EIC Advisory Group for their thorough and impressive work this important initiative.

## **10. Reports for Information:**

### **a. Senate Executive Committee Minutes (August 11, 2020)**

There were no comments or questions.

## **11. Other Business**

Senator Justin Paulson informed Senators that a PhD candidate from FASS, Cihan Erdal, was arrested in Turkey on the morning of September 25 while undertaking field research. The Department of Anthropology and Sociology has issued a statement condemning this action, and Senator Paulson suggested a motion for Senate with a similar message:

It was **MOVED** (J. Paulson, N. Tilokani) that Carleton condemn the detention of Cihan Erdal, a student in our Sociology PhD program since January 2017, for signing a letter in 2014 against the ISIS assault on Kobane. We expect Turkey to release Mr. Erdal immediately. We also expect the Canadian government to extend diplomatic and consular support to Mr. Erdal, a permanent resident, and to move without delay to accelerate and facilitate his release.

### Discussion:

The Chair noted that Carleton will be contacting Global Affairs, the local Member of Parliament, and Universities Canada about this issue. The Dean of FASS added that their faculty has been exploring avenues to provide support as well.

It was suggested that Senate receive the motion from the Department of Anthropology and Sociology:

*Carleton condemns the detention of Cihan Erdal, a student in our Sociology PhD program since January 2017, for signing a letter in 2014 against the ISIS assault on Kobane. We expect Turkey to release Mr. Erdal immediately. We also expect the Canadian government to extend diplomatic and consular support to Mr. Erdal, a permanent resident, and to move without delay to accelerate and facilitate his release.*

It was further suggested that Senate express concern over this emerging situation.

The motion was **WITHDRAWN**.

Senator Paulson presented an alternative motion for Senate.

It was **MOVED** (J. Wolfart, M. Close) that Senate waive the notice of motion for the motion presented by Senator Justin Paulson regarding Senate's response to the arrest of a PhD student.

The motion **PASSED UNANIMOUSLY**.

It was **MOVED** (J. Paulson, J. Milner) that Senate is deeply concerned by the arrest of one of Carleton's PhD students, Cihan Erdal.

The motion **PASSED UNANIMOUSLY**.

## 12. Adjournment

The meeting was adjourned (J. Milner, K. AlWazir) at 4:13 pm.