Carleton University

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 January 27, 2023 at 2:00 pm
NI3020 + Zoom (Hybrid)

AGENDA

<u>Open Session</u>:

1. **Approval of Agenda**

2. **Minutes:** November 25, 2022

3. **Matters Arising**

4. **Chair's Remarks**

5. **Question Period**

6. **Administration (Clerk)**
   a. Membership Ratification
   b. Notification of membership renewal process

7. **Reports:**
   a. SCCASP (H. Nemiroff)
   b. SQAPC (D. Deugo)
   c. SAGC (E. Sloan)
   d. Senate Review Committee (D. Russell)

8. New Graduate Curriculum Approval Process Consultation

9. Campus Master Plan Consultation

10. Reports for Information:
    a. Senate Executive Minutes (November 15, 2022, December 6, 2022)
    b. COU Academic Colleague Report
    c. Senate UG Student Awards Committee – New Awards Report

11. Other Business

12. Adjournment

Carleton University

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Carleton University Senate
Meeting of November 25, 2022 at 2:00 pm
Room 3020 Nicol Building + Zoom videoconference

OPEN SESSION

Minutes

Present in Person: B.A. Bacon (Chair), M. Barbeau, S. Blanchard, D. Brown, D. Caratao, W. Chung, M. DeRosa, D. Deugo, L. Dyke, T. Haats, M. Haines, L. Hayes, D. Howe, L. Kostiuk, A. Lannon, C. Laurendeau, D. Livingston, S. Maguire, P. Mkandawire, L. Moffitt, K. Moss, H. Nemiroff, A. North, B. O'Connor, J. Ramnarine, P. Rankin, T. Roberts, D. Russell, F. Sepanta, D. Siddiqi, E. Sloan (Clerk), C. Smelser, R. Teather, C. Viau, P. Wolff
Present via Zoom: K. Al Hammuri, V. Bhatia, F. Brouard, E. Cyr, J. Dawson, R. Gorelick, R. Goubran, K. Graham, M. Ilyas, J. Kovalio, M. Lundy, B. MacLeod, J. Malloy, L. Marshall, J. Murray, H. Ozcan, M. Porter, M. Rooney, S. Sadaf, M. Sanghani, P. Smith, D. Sprague, J. Taber, K. Taylor, J. Tomberlin, J. Wallace
Regrets: P. Andrée, J. Armstrong, M. Baez, B. Campbell, F. Goffi, K. Hellemans, M. Murphy, M Pearson, B. O'Neill, A. Park
Absent: A. Lettieri
Recording Secretary: K. McKinley

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1. **Welcome and Approval of Agenda**
   The Chair welcomed Senators to the meeting at 2:00 pm, and provided a few introductory remarks before moving into the Closed Session. He noted that the December meeting will likely be cancelled, and as a result this would be the last Senate meeting for Sean Maguire, Peter Andrée, and Federica Goffi, all of whom will be retiring from Senate at the end of 2022. The Chair thanked them for their service and for their support of academic governance at Carleton.

The Chair also informed Senators of the death of Grete Hale, alumna of Carleton University and Carleton Honorary Degree recipient (2009). Grete Hale was known for her contributions as a philanthropist, volunteer and community builder. The Chair expressed condolences for those who knew and loved her.

It was **MOVED** (M. Haines, C. Viau) that Senate move into the Closed Session of the meeting.
The motion **PASSED**.

(Closed Session minutes have been recorded separately.)

Open Session:

It was **MOVED** (M. Rooney, D. Deugo) that Senate approve the open agenda for the meeting of Senate on November 25, 2022, as presented.
The motion **PASSED**.

2. **Minutes:** October 21, 2022 (open session)

It was **MOVED** (P. Wolff, M. Haines) that Senate approve the minutes of the open session of the Senate meeting on October 21, 2022 as presented.
The motion **PASSED**.

3. **Matters Arising**
There were none.

4. **Chair's Remarks**
The Chair noted the successful full return to campus and in-person classes over the fall term. He reviewed a number of successful events held in person at Carleton over the past several months:

- Community Breakfast – August 23
- Opening of Nicol Building – September 21
- Orange Shirt Day – September 30
- Pride Week – October 3 - 7
- Mental Health Day – October 6
- 4th Annual Inclusion Week – October 17 - 20
- Community Engagement Plan Launch – October 28
- Remembrance Day Memorial Celebration on campus – November 11
- Fall Convocation – November 12

Although the pandemic is not over, Covid-19 infection levels in Ottawa are stable and dropping. Flu and RSV infections are on the rise, and Carleton continues to recommend wearing well-fitting masks indoors where physical distancing cannot be maintained. Masks are available for departments through e-shop.

The Chair noted the following recent achievements from members of the Carleton community:

- **Lenore Fahrig,** Chancellor's Professor in the Department of Biology, has been awarded the *Gerhard Herzberg Canada Gold Medal for Science & Engineering.* This is Canada's top science and engineering prize, awarded annually to an individual whose work has been recognized as outstanding and impactful.
- **Sonia Chiasson** from the School of Computer Science is the recipient of an *Arthur B. McDonald Fellowship*, awarded by NSERC to early-stage researchers in the natural sciences and engineering. Professor Chiasson is the third Carleton professor to win this award, previously titled the E. W. R. Steacie Memorial Fellowship.
- **Marylynn Steckley** from the Arthur Kroeger College of Public Affairs has been named one of 2 recipients of the 2022 Ontario Confederation of University Faculty Associations (OCUFA) Teaching Awards.
- Carleton Bachelor of Public Affairs and Policy Management student **Maeve Collins-Tobin** has been awarded a *Rhodes Scholarship*, for postgraduate studies at the University of Oxford in the U.K. Collins-Tobin is one of only 11 students across Canada to receive the award.

The Chair reminded Senators that Carleton ranked first for social science research in the Maclean's university rankings for universities in our category. Carleton also was included in the list of top 100 employers across Canada, out of 1.3 million employers nation-wide. This is especially significant as normally only 4 spots are held for universities on this list.

The Chair noted that Carleton is on track to raise $80,000+ for this year's United Way Campaign. Senators were reminded of *Giving Tuesday* on November 29. Carleton's goal is to raise $1M in 24 hours, through projects led by students, faculty and staff. All donations will be matched for double impact.

In closing, the Chair announced the beginning of the *16 Days of Activism Against Gender-Based Violence,* which runs from November 25 to December 10, ending on Human Rights Day. Within this period, December 6 marks the *National Day of Remembrance and Action on Violence Against Women*, also known as White

Ribbon Day. The Faculty of Engineering and Design will be leading Carleton's celebration of this event on campus in the new Engineering Design Centre. Senators were invited and encouraged to attend.

5. Question Period

Three questions were submitted by Senator Morgan Rooney and all were answered by the Provost, Jerry Tomberlin.

- At the October 2021 meeting of Senate, in response to a question about HyFlex at Carleton, Senate was informed that Carleton was involved in "a cross-institutional collaborative study on Hyflex modality in the classroom" (p. 4) Is there any progress on this study to report and, if so, are there any results to share?

  Response from Provost: The cross-institutional study with Carleton, the University of Ottawa, Brock University and UBC Okanagan is progressing well, but is still in the data-collecting phase. Preliminary results from survey data on student and instructor preferences, collected in 2021-22 were presented at a recent e-campus conference.

- As the body whose purview is "to review and make recommendations to Senate, and approve as required, policies, regulations, and requirements pertaining to curriculum, admissions, and studies" (https://carleton.ca/senate/standing-committees/curriculumadmission-and-studies-policy/), does SCCASP have the authority, and would it be willing to exercise it, to develop a policy around minimum appropriate levels of TA support for all Carleton classes? Instructors and students alike would stand to benefit from such a policy: instructors need this information at the course design stage so that they can design courses that are scalable and manageable, and students would see stabilized levels of instructional support in all of courses so that they have the help they need and deserve to succeed in their studies.

  Response from Provost: It is not in the purview of SCCASP to develop a policy on TA support. The decision rests with the Deans, who in consultation with Chairs and Directors assess the needs for TAs. Instructors can discuss their needs with their Chair/Director when developing their course outlines, with the understanding that there is no guarantee that they will be able to obtain TAs as requested.

- Recently, a CI was informed by Labour Relations, via their chair, that material created during a CI contract belongs to Carleton. This assertion is contrary to decades of past practice and to the copyright language that

the institution encourages instructors to include on their syllabi https://carleton.ca/tls/teachingresources/redesigning-yourcourses/preparing-to-teach-your-first-course-at-carleton/#sect3.5). Such a change in policy would force CIs to remove and discontinue hosting any course resources they create on all Carleton platforms (Brightspace, email, Mediaspace, Teams, etc.), which would in turn have a considerable and detrimental impact on the learning experience of the thousands of students taught by CIs. Can the university re-confirm what has been past practice for decades, which is that every instructor at Carleton (CI or otherwise) retains full IP rights and control over all resources they create in the designing and teaching of their course, including slides, lessons, recordings, assignments, rubrics, and any other resource of any kind whatsoever that they are the author of?

Response from Provost: Labour relations issues are not matters for discussion at Senate. The question pertains to an individual situation that is currently being addressed and discussed by the relevant parties.

6. Administration

The Clerk presented a motion to ratify faculty members Hilary Becker (Sprott) and Sean Burges (FPA) and undergraduate student Giuseppe Sestini (FASS) as new Senators.

It was **MOVED** (E. Sloan, D. Livingston) that Senate ratify the new Senate appointments, as presented.
The motion **PASSED**.

7. Reports

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

Committee Chair Howard Nemiroff presented 4 items for approval and 3 items for information.

Items for approval:
The committee Chair noted that motions 3 and 4 would be combined into an omnibus motion.

- R-UG-3.4.6 Minimum CGPAs for Graduation (reworked via new ACE framework)
  It was **MOVED** (H. Nemiroff, J. Ramnarine) that Senate approves the revisions to Regulation TBC-1882 R-UG-3.4.6 Minimum CGPAs for

Graduation effective for the 2023/24 Undergraduate Calendar as presented.
The motion **PASSED**.

- Self-Declaration Form (replaces medical notes for short-term incapacity)
It was **MOVED** (H. Nemiroff, D. Siddiqi) that Senate approves the use of the Self-Declaration Form effective for the 2022/23 Academic Year, as presented.
The motion **PASSED**.

- OMNIBUS MOTION: Deferred Final Exams and Deferred Term Work (adding the self-declaration form into these two sections of the calendar)
It was **MOVED** (H. Nemiroff, S. Blanchard) that Senate approves the revisions to Regulation TBD 1887 R-UG-4.3 Deferred Final Exams, and TBD 1888 R-UG-4.4. Deferred Term Work, effective for the 2022/23 Undergraduate Calendar, as presented.

Discussion:
In response to a question, the committee Chair confirmed that take-home finals are included in the "Final Exam" category, from the perspective of SCCASP.

In response to another question, the Committee Chair noted that instructors are obliged to accept the self-declaration forms, which carry the same weight as a medical note. He also confirmed that the new self-declaration form should not result in any extra workload for instructors.

A Senator wondered if students might take unfair advantage of the ease of using the self-declaration form vs. obtaining a doctor's note. The Committee Chair responded that data taken over the course of the pandemic for final exams does not indicate that using the self-declaration form results in an increase in claims for short-term illness. The Chair added that SCCASP will be drafting a medical policy which will outline how these requests will be tracked moving forward.

The Committee Chair agreed to take these concerns back to SCCASP.

The motion **PASSED**.

Individual Motions within the Omnibus:
- o MOTION: That Senate approves the revisions to Regulation TBD-1887 R-UG-4.3 Deferred Final Exams, effective for the 2022/23 Undergraduate Calendar as presented.
- o MOTION: That Senate approves the revisions to Regulation TBD-1888 R-UG-4.4 Deferred Term Work, effective for the 2022/23 Undergraduate Calendar as presented.

Items for Information:

- Academic Year Schedule 2023-24
- Sprott Micro-credentials
- Minor Modifications for October 18 and November 1, 2022

A Senator asked if the National Day for Truth & Reconciliation in September 2023 would be considered a holiday. It was noted that for 2023 this day will fall on a Saturday, but that the request will be considered for 2024.

b. **Senate Quality Assurance and Planning Committee (SQAPC)**
Committee Chair Dwight Deugo presented 4 cyclical reviews for approval, combined into an omnibus motion.

OMNIBUS MOTION – Cyclical Reviews
It was **MOVED** (D. Deugo, P. Wolff) that Senate approve the Final Assessment Report and Executive Summaries arising from the Cyclical Reviews of the programs.
The motion **PASSED**.

Individual motions within the Omnibus:

- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate programs in Electrical Engineering.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the Graduate programs in Civil Engineering.
- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the

undergraduate programs in Sustainable and Renewable Energy Engineering.

- MOTION: That Senate approve the Final Assessment Report and Executive Summary arising from the cyclical Review of the Bachelor of Global and International Studies.

c. Senate Academic Governance Committee (SAGC)

Committee Chair Elinor Sloan presented a motion for Senate to recommend an enduring empowering motion on urgent items of regular business. In September of 2022, Senate approved the removal of a reference in the AGU to a motion on urgent items of regular business that was to be passed every June. The Senate Academic Governance Committee is presenting a slightly amended, and enduring version of this motion for Senate approval.

Proposed Empowering Motion:
Motion: That the Senate Executive be empowered to act for Senate on urgent items of regular business. Urgent is understood to mean that action is required before the next scheduled Senate meeting. Regular business includes matters that are, from time to time, normal items of Senate business (for example, committee appointments or calendar changes). Any action taken by the Executive pursuant to this authority will be reported to Senate at its next meeting, for information and comment.

It was **MOVED** (E. Sloan, F. Sepanta) that Senate approve the empowering motion on urgent items of Regular Business, as presented.

Discussion:
One Senator noted that the previous empowering motion on urgent items of regular business was restricted in its use to the summer months, yet no such restriction is evident in the revised motion, implying that it could be used at any time between Senate meetings. The Clerk replied that it is unlikely that the motion would be used between Senate meetings, unless there is a long gap between them. She added that the motion specifies that any items of business addressed by Senate Executive under this power would be non-controversial and routine in nature. Another Senator suggested that any actions taken by the Senate Executive Committee under this authority could be reported to Senate at the next meeting so that Senate would have the opportunity to raise concerns if it appeared that the Senate Executive Committee were overstepping its authority via

the empowering motion. Given that there was no urgency on the matter, the Clerk withdrew the motion and will endeavor to take the empowering motion back to the Senate Academic Governance Committee for further review and discussion.

The motion was **WITHDRAWN**.

8. **Draft Digital Strategy**

The Chair introduced AVP Teaching & Learning David Hornsby and AVP (ITS) and Chief Information Officer Marc Dabros, who provided an overview of Carleton's first Digital Strategy: Shaping the Digital Future. The strategy and the presentation were circulated to Senators in advance.

The broad aim of the Digital Strategy is to determine the role of digital technologies in achieving the goals of Carleton's Strategic Integrated Plan (SIP), and to create a strategic direction for the future of digital technologies at Carleton.

Central to the Digital Strategy are the aspiration statement and five guiding principles which provide a high-level decision-making framework for the use of digital technologies within the university. The vision is for Carleton to leverage digital technologies to empower collective capabilities to be a force for good in our communities. The five guiding principles are for the strategy to be user focused, inclusive, collaborative, responsible, and agile.

The digital strategy has been shaped by an extensive consultative process that included more than 1,000 members of the Carleton community participating in both university-wide and dedicated sessions through 2021 and 2022. Strategic priorities and objectives within the plan evolved through these consultations and were shaped collaboratively with guidance from the advisory committee. A digital roadmap was also developed, to articulate a path towards implementation.

The guiding principles and objectives within the plan provide a framework to support the four mission pillars of the university: Research, Student Experience, Teaching & learning, and Organizational Excellence. The Digital Roadmap provides an action plan for implementing the strategy using 12 – 18 month planning horizons to address uncertainty in the environment. Progress made will be measured against deliverables identified within the plan, and the strategy's

impact will be assessed via benchmarking surveys and other key performance indicators.

The Digital Strategy is expected to make key contributions to the future of digital at Carleton in the areas of governance, renewal and culture. Under the plan, Carleton's IT governance framework will be streamlined to strengthen the governance framework and enhance the decision-making process. In terms of renewal, investing in digital initiatives within shorter planning horizons will provide a more flexible approach that is more responsive in a time of heightened uncertainty. The end goal is a culture shift to a more holistic and transparent approach to digital investments.

Next steps in the process include presentations to the Senior Management Committee and the Board of Governors before launching the plan. The presenters concluded by acknowledging the many contributors to the plan, referenced in Appendix A of the document.

A Senator asked what Senate's role would be in the Digital Strategy. D. Hornsby replied that the new governance model within the strategy has been designed to improve and increase transparency and to encourage colleagues across campus to be involved in generating new ideas. In addition, decisions and debates within the Information Systems Steering Committee can be brought to Senate for input when appropriate. The Chair suggested an annual update to Senate on implementation.

Another Senator asked if there would be space within the plan for departments to develop their own applications, then to interface with ITS. He referenced as an example the ability of individuals or companies outside of Apple to develop apps for smartphones. In response, it was noted that the digital strategy is a framework to make priority and resourcing decisions, but projects within departments will not be centrally controlled via the plan. The technology advisory committee and data governance advisory group have been developed to assist in this type of interface, if ITS resources are required.

A Senator questioned how this plan engages with the broader IT community in Ottawa via partnerships, or at the federal / provincial level. D. Hornsby replied that the aim of the strategy is to create the context in which it will be possible to engage with partners; in this instance the Digital Strategy exhibits strong parallels with the Community Engagement Strategy.

A Senator asked if the strategy addresses the decision-making process for what types of educational software are adopted and used at Carleton. Many faculty

members are unfamiliar with the range of possibilities. It was noted in response that beyond the 12 – 18 month planning horizon, there are opportunities to discover new educational technologies within the context of teaching and learning. The *Future Learning Innovation Fellowship* provides $10,000 in funding and support for instructors interested in experimenting with new technologies to solve their teaching and learning challenges. D. Hornsby acknowledged that educational outreach with faculty members is a welcome suggestion and can be arranged.

In a follow-up question, the Senator inquired about methods for tracking and evaluating existing educational technologies. D. Hornsby replied that an entire team in TLS is researching digital learning in a broad sense, and they are also receiving feedback from other institutions regarding *Brightspace.*

A Senator asked for more information regarding the creation of data centres on campus. M. Dabros responded that ITS will be initiating a requirements-gathering exercise to assess needs across the community. Data centres are expensive to create and maintain, and resources are limited. A feasibility study will examine all options moving forward (cloud, off-site, within campus).

The Chair thanked the co-chairs for the presentation and Senators for the discussion.

9. Equity, Diversity and Inclusion (EDI) Action Plan Update

AVP Equity and Inclusive Communities Noël Badiou, presented a progress report on the Equity, Diversity and Inclusion Action Plan. The EDI Action Plan was last presented to Senate in the Fall of 2020, and was officially launched in March of 2021.

The 5-year EDI Action Plan proposes an operational framework to advance EDI and anti-racism on campus. The plan is designed to complement the Kinàmàgawin Indigenous Strategy and Carleton's Accessibility Plan.

Recommendations within the EDI Action Plan are structured along 10 interconnected Strategic Actions (SA). The presentation outlined the progress that has been made in each SA. Highlights included the following:

SA1: Curriculum & Pedagogy
- Development of EDI Toolkit by Faculty of Science
- Hiring of EDI Learning Specialist

SA2: Student Supports

- Creation of designated counsellor for racialized students
- 36 EDI related award/bursaries/funds to support equity deserving students

SA3: Research
- Black Entrepreneurship Knowledge Hub (Sprott)
- Student EDI Research Award

SA4: Senior Leadership Team & BOG Inspiration and Development
- BOG adopts EDI Statement
- BOG adopts the ISED 50-30 challenge

SA5: Leadership Development (Non-Academic)
- Collaboration with Campus Safety Services (CSS) to implement CSS Action Plan: Service Excellence and Engagement with Carleton's Diverse Communities.

SA6: Leadership Development (Academic)
- Exploring EDI-informed recruitment practices with JCEEDI, CUASA and university administration

SA7: Disaggregated Demographic Data Collection
- Completion of a draft survey and plan to launch application in Sept 2023

SA8: Representation & Outreach
- FPA Faculty Recruitment (Racialized)
- FED Faculty Recruitment (Gendered)

SA9: Culture
- Associate Deans specializing in EDI appointed in Faculty of Science, Sprott School of Business and Faculty of Public Affairs
- Developing online human rights module in partnership with TLS
- Pronoun Enhancement Project (in partnership with ITS)

SA10: EDI Planning Infrastructure & Reporting
- EDI Learning Specialist hire
- Expansion of Trans and Non-Binary Inclusion Coordinator role to full-time.

A more substantive progress report will be presented to the Senate and the Board of Governors at the end of the 2022/23 academic year.

A Senator noted that in his experience many people still do not understand what EDI is and why it is important. N. Badiou confirmed that there is more work to be done to educate the community and to demonstrate how EDI can enrich our environment and create better leaders across campus. Training modules can be engaged to show individuals how they fit into the plan and why participation is important in creating a more inclusive environment. In a response to a follow-up question, N. Badiou noted that it can be challenging to make this type of training mandatory, but it can be strongly recommended. More discussion is required on this issue.

A Senator commented on disaggregated data collection (SA7), noting that data itself should not be highlighted as the key. It is merely what we use to extract information to acquire insight. N. Badiou agreed that data collection is an important first step and that the transformation step to information and knowledge is missing from the description in the plan.

Another Senator observed that different areas of the campus are at different stages of EDI. FASS, for example, has developed entire programs around EDI concerns, with expertise in this area that could be well utilized for cross-campus outreach. One approach could be to work horizontally across campus, engaging FASS faculty members with other faculty members across campus to discuss EDI.

A Senator inquired about student input and how students were consulted prior to the launch of the plan. N. Badiou replied that he could not comment on that process as he was not at Carleton for that stage of the project. Moving forward, he noted that student leaders will be consulted, and there will be opportunities for students to contribute via focus groups and an online portal.

The Chair thanked AVP Badiou for the update and Senators for their questions and discussion.

10. Reports for Information

The Chair noted that item 10(b) *Report from the COU Academic Colleague* had been left off of the agenda but was included in the meeting package for Senators to review.

A Senator asked about the possibility of a government task force on financial stability of the sector, as it was mentioned in the report. The Chair replied that this has not yet been confirmed but that COU is monitoring the situation carefully.

The meeting was **ADJOURNED** (C. Laurendeau, L. Kostiuk) at 4:00 pm.

Questions for Senate – January 2023

1) Question from Pamela Wolff

Is Carleton investigating the implications of ChatGPT on an institutional level, and is there collaboration among P.S. Institutions to consider what impact this sort of technology will have on post-secondary education moving forward.

2) Question from Hande Uz Ozcan

According to Carleton University, there are two different Research Fund Payments; RA Type A and RA Type B. Type B is the salary paid, and it counts as work experience because CU Human Resources can provide hours worked. However, Type A is a stipend, which is a fixed payment; it is like a scholarship. Although Type B counts as work experience in applying for Permanent Residency for international students, Type A does not count as work experience because the university HR does not provide hours since it is a stipend.

Furthermore, international students who want to apply for permanent residency after graduating experience difficulties being eligible for PR if they work under the Type A Research Assistantship. Although they worked for Carleton University as a RA for years, their work won't count as work experience because it falls under the Type A RAship.

Some students reached out to us and mentioned that they are experiencing difficulties in being eligible to apply for PR because Type A RAship does not count as work experience. We believe helping Carleton students and researchers that are very well educated and trained in their fields to stay in Canada is beneficial to all stakeholders. We wonder how the university can support more international students so they can provide proof that they worked at Carleton as RA to IRCC?

We know that Carleton University gives huge importance to EDI, and we wonder how this situation impacts EDI Action Plan?

Senate Membership Ratifications

January 27, 2023

MOTION: That Senate ratify the following new Senate appointments, as presented.

Faculty Members

- Sarah Everts (FPA)
- Amanda Clarke (FPA)

Student Members

- Mahamed Qalinle (UG - FED)

Carleton University

MEMORANDUM

The Senate Committee on Curriculum, Admission and Studies Policy (SCCASP)

To: Senate
From: Howard Nemiroff, Chair of SCCASP
Date: January 27, 2023
Subject: Regulation Changes 2023-2024

For Senate approval

1. R-UG-COOP-Generic Co-op Admission and Continuation Requirements

    > **Motion: That Senate approves the revisions to Regulation TBD-1748 R-UG-COOP-Generic Co-op Admission and Continuation Requirements** effective **for the 2023/24 Undergraduate Calendar as presented.**

    Attachment: *TBD-1748 R-UG-COOP-Generic Co-op Admission and Continuation Requirements*

2. COOP regs Omnibus motion

    > **Motion: That Senate approves the revisions to Regulations effective for the 2023/24 Undergraduate Calendar as presented.**
    >
    > a. TBD-1749 ANTH
    > b. TBD-1582 CGSC
    > c. TBD-1755 ENGL
    > d. TBD-1757 ENST
    > e. TBD-1759 FREN
    > f. TBD-1577 HIST
    > g. TBD-1581 PSYC
    > h. TBD-1764 SOCI
    > i. TBD-1569 BAS
    > j. TBD-1586 BID
    > k. TBD-1587 BIT
    > l. TBD-1583 COMS
    > m. TBD-1572 ECON
    > n. TBD-1574 EURR
    > o. TBD-2028 GINS
    > p. TBD-1761 LAWS

> q. TBD-1817 MPAD
> r. TBD-1580 PSCI
> s. TBD-1589 PAPM
> t. TBD-1585 R-UG-COOP-B.Eng Adm and Cont Reqs
> u. TBD-1540 R-UG-COOP-BCom

Attachment: *Program-specific co-op regs omnibus*

3. R-UG-3.2.6 Minimum CGPAs for Continuation

> Motion: That Senate approves the revisions to Regulation TBD-1873 R-UG-3.2.6 Minimum CGPAs for Continuation effective for the 2023/24 Undergraduate Calendar as presented.

Attachment: *TBD-1873 R-UG-3.2.6 Minimum CGPAs for Continuation*

4. R-UG-3.2.5 Assessment in Program Elements

> Motion: That Senate approves the revisions to Regulation TBD-1872 R-UG-3.2.5 Assessment in Program Elements effective for the 2023/24 Undergraduate Calendar as presented.

Attachment: TBD-1872 R-UG-3.2.5 Assessment in Program Elements

5. TBD-2094 R-ADM-CMHW

> Motion: That Senate approves the revisions to Regulation TBD-2094 R-ADM- Cert. in Mental Health and Well-Being effective for the 2023/24 Undergraduate Calendar as presented.

Attachment: *TBD-2094 R-ADM-CMHW*

For Information

- Schedule-202410 R-UG-Academic Year Winter 2024 change to thesis submission deadline
- UG_G_2324_MinorMods_for_SCCASP_Dec06
- UG_G_2324_MinorMods_for_SCCASP_Dec20
- Micro-credentials Dec 06 2022 FPA and Science

DATE: January 13, 2023

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate Quality Assurance and Planning Committee

RE: **New Programs**

Omnibus Motion
In order to expedite business with the multiple New Programs that are subject to Senate approval at this meeting, the following omnibus motion will be moved. Senators may wish to identify any of the following three New Programs that they feel warrant individual discussion, that will then not be covered by the omnibus motion. Independent motions as set out below will nonetheless be written into the Senate minutes for those New Programs that Senators agree can be covered by the omnibus motion.

All programs have been reviewed and approved to commence by the Senate Quality Assurance and Planning Committee (SQAPC) on January 12, 2023. Covering Senate memos have also been attached to each of the new program Senate Binders

> **THAT** Senate approve the New Programs as presented.

New Programs
1. **Master of Arts in Human Rights and Social Justice**

Senate Motion January 27, 2023

THAT Senate approve the Master of Arts in Human Rights and Social Justice as presented with effect from Fall 2023.

2. **Master of Arts, Teaching English as an Additional Language**

Senate Motion January 27, 2023

THAT Senate approve the Master of Arts in Teaching English as an Additional Language as presented with effect from Fall 2023.

3. **Master of Finance**

Senate Motion January 27, 2023

THAT Senate approve the Master of Finance as presented with effect from Fall 2023.

DATE: January 13, 2022

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate
          Quality Assurance and Planning Committee

RE: Master of Arts in Human Rights and Social Justice
          New Program Approval

_____

SQAPC Motion

THAT SQAPC recommends to SENATE the approval of the Master of Arts in Human Rights and Social
Justice as presented to commence in Fall 2023.

Senate Motion

THAT Senate approve the Master of Arts in Human Rights and Social Justice as presented with effect
from Fall 2023.

Background

The program is a Master of Arts in Human Rights and Social Justice offered through the Institute of
Interdisciplinary Studies. External Reviewers' in past Cyclical Program Reviews specifically identified the
establishment of such a Master of Arts as a strategic priority area of growth for the program and
confirmed high levels of student interest. The proposed program will include theory, methodology and
optional practicum courses.

Attachments

     Discussant Report
     External Reviewers' Report
     Internal Reviewer's Report
     Unit response to the External Reviewers' Report and Implementation plan
     Dean's response to the External Reviewers' Report
     External Reviewer Biographies
     Courseleaf Entries
     Letters of Support
     Self-Study with Appendices (Volume I)
     Faculty CVs (Volume II)

Quality Assurance Framework and Carleton's Institutional Quality Assurance Process (IQAP)

Upon the above motion being passed by Senate, the required documentation will be submitted to the Quality Council for its review and a decision on whether the Master of Arts in Human Rights and Social Justice will be authorized to commence.

Carleton University

DATE: January 13, 2022

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate
Quality Assurance and Planning Committee

RE: Master of Arts, Teaching English as an Additional Language (TEAL)
    New Program Approval

_____

SQAPC Motion

THAT SQAPC recommends to SENATE the approval of the Master of Arts in Teaching English as an
Additional Language as presented to commence in Fall 2023.

Senate Motion

THAT Senate approve the Master of Arts in Teaching English as an Additional Language as presented
with effect from Fall 2023.

Background

The program is a Master of Arts degree in Teaching English as an Additional Language offered through
the School of Linguistics and Language Studies. This is a full cost recovery program. The program is
designed for international students seeking qualifications to be teachers of English language in
international contexts.

Attachments
        Discussant Report
        External Reviewers' Report
        Internal Reviewer's Report
        Unit response to the External Reviewers' Report and Implementation plan
        Dean's response to the External Reviewers' Report
        External Reviewer Biographies
        Courseleaf Entries
        Letters of Support
        Self-Study with Appendices (Volume I)
        Faculty CVs (Volume II)

Quality Assurance Framework and Carleton's Institutional Quality Assurance Process (IQAP)

Upon the above motion being passed by Senate, the required documentation will be submitted to the Quality Council for its review and a decision on whether the Master of Arts in Teaching English as an Additional Language will be authorized to commence.

DATE: January 13, 2022

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate
Quality Assurance and Planning Committee

RE: Master of Finance (MFIN)
New Program Approval

_____

SQAPC Motion

THAT SQAPC recommends to SENATE the approval of the Master of Finance as presented to commence
in Fall 2023.

Senate Motion

THAT Senate approve the Master of Finance as presented with effect from Fall 2023.

Background

The program is a Master of Finance offered through the Sprott School of Business. This is a full cost
recovery program. The program is a new professional program intended for students seeking a
specialized career in Finance, in either industry or academia.

Attachments

Discussant Report
External Reviewers' Report
Internal Reviewer's Report
Unit response to the External Reviewers' Report and Implementation plan
Dean's response to the External Reviewers' Report
External Reviewer Biographies
Courseleaf Entries
Letters of Support
Self-Study with Appendices (Volume I) including revisions made as a result of the External
Reviewers' Report
Faculty CVs (Volume II)

Quality Assurance Framework and Carleton's Institutional Quality Assurance Process (IQAP)

Upon the above motion being passed by Senate, the required documentation will be submitted to the Quality Council for its review and a decision on whether the Master of Finance will be authorized to commence.

DATE: January 13, 2023

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair,
             Senate Quality Assurance and Planning Committee

RE: Final Assessment Reports and Executive Summaries

The purpose of this memorandum is to request that Senate approve the Final Assessment Reports and Executive Summaries arising from cyclical program reviews. The request to Senate is based on recommendations from the Senate Quality Assurance and Planning Committee (SQAPC).

The Final Assessment Reports and Executive Summaries are provided pursuant to article 5.4.1. of the provincial Quality Assurance Framework and article 7.2.24 of Carleton's Institutional Quality Assurance Process (IQAP). Article 7.2.24.3 of Carleton's IQAP (passed by Senate in November 2021 and ratified by the Ontario Universities Council on Quality Assurance in April 2022) stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SQAPC and Senate is to ensure that due process has been followed and that the conclusions and recommendations contained in the Final Assessment Report and Executive Summary are reasonable in terms of the documentation on which they are based.'

In making their recommendations to Senate and fulfilling their responsibilities under the IQAP, members of SQAPC were provided with all the appendices listed on page 2 of the Final Assessment Reports and Executive Summaries. These appendices constitute the basis for reviewing the process that was followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can, however, be made available to Senators should they so wish.

Any major modifications described in the Implementation Plans, contained within the Final Assessment Reports, are subject to approval by the Senate Committee on Curriculum, Admission, and Studies Policy, the Senate Quality Assurance and Planning Committee (SQAPC) and Senate as outlined in articles 7.4.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Reports, Executive Summaries and Implementation Plans will be forwarded to the Ontario Universities' Council on Quality Assurance and reported to Carleton's Board of Governors for information. The Executive Summaries and Implementation Plans will be posted on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Omnibus Motion
In order to expedite business with the multiple Final Assessment Reports and Executive Summaries that are subject to Senate approval at this meeting, the following omnibus motion will be moved.

Senators may wish to identify any of the following 2 Final Assessment Reports and Executive Summaries that they feel warrant individual discussion, that will then not be covered by the omnibus motion. Independent motions as set out below will nonetheless be written into the Senate minutes for those Final Assessment Reports and Executive Summaries that Senators agree can be covered by the omnibus motion.

> **THAT** Senate approve the Final Assessment Reports and Executive Summaries arising from the Cyclical Reviews of the programs.

Final Assessment Reports and Executive Summaries

1. **Undergraduate Programs in Physics**
   SQAPC approval: January 12, 2023

SQAPC Motion:
THAT SQAPC recommends to SENATE the approval of the Final Assessment Report and Executive Summary arising from the cyclical program review of the Undergraduate programs in Physics.

Senate Motion January 27, 2023:

> **THAT** Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the Undergraduate programs in Physics.

2. **Undergraduate programs in Biomedical and Electrical Engineering; Communications Engineering, Computer Systems Engineering and Software Engineering**
   SQAPC approval: January 12, 2023

SQAPC Motion:
THAT SQAPC recommends to SENATE the approval of the Final Assessment Report and Executive Summary arising from the cyclical program review of the Undergraduate programs in Biomedical and Electrical Engineering; Communications Engineering, Computer Systems Engineering and Software Engineering.

Senate Motion January 27, 2023:

> **THAT** Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the Undergraduate programs in Biomedical and Electrical Engineering; Communications Engineering, Computer Systems Engineering and Software Engineering.

Carleton University

Office of the Vice-Provost and
Associate Vice-President
(Academic)

memorandum

DATE: January 13, 2023

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate
         Quality Assurance and Planning Committee

RE: 2023-24 Calendar Curriculum Proposals
         Undergraduate and Graduate Major Modifications

Background
Following Faculty Board approval, as part of academic quality assurance, major curriculum modifications are considered by the Senate Quality Assurance and Planning Committee (SQAPC) before being recommended to Senate. Major curriculum modifications are also considered by the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP).

Library Reports (as required)
In electronic communication members of the Library staff, upon review of the proposals, confirmed no additional resources were required for the 2023-24 major modifications included below.

Documentation
Recommended calendar language, along with supplemental documentation as appropriate, are provided for consideration and approval.

Omnibus Motion
In order to expedite business with the multiple changes that are subject to Senate approval at this meeting, the following omnibus motion will be moved. Senators may wish to identify any of the following 15 major modifications that they feel warrant individual discussion that will then not be covered by the omnibus motion. Independent motions as set out below will nonetheless be written into the Senate minutes for those major modifications that Senators agree can be covered by the omnibus motion.

> **THAT** Senate approve the major modifications as presented below.

Major Modifications
1. **MA Sociology with a collaborative specialization in Data Science**
   SCCASP approval: November 15, 2022
   SQAPC approval: November 24, 2022

Senate Motion January 27, 2023

> **THAT** Senate approve the introduction of the collaborative specialization in Data Science to the MA in Sociology as presented with effect from Fall 2023.

2. **MA Sociology with a concentration in Quantitative Methodology**
   SCCASP approval: November 15, 2022
   SQAPC approval: November 24, 2022

Senate Motion January 27, 2023

THAT Senate approve the major modification to the MA program in Sociology with a concentration in Quantitative Methodology as presented with effect from Fall 2023.

3. **Post-Baccalaureate in Religion and Public Life**
   SCCASP approval: December 6, 2022
   SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the introduction of the Post-Baccalaureate in Religion and Public Life as presented with effect from Fall 2023.

4. **Indigenous Studies**
   SCCASP approval: December 6, 2022
   SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the of the introduction of the BA and BAHons in Indigenous Studies and the major modifications to the BA Combined Honours program in Indigenous Studies as presented with effect from Fall 2023.

5. **RELI 4860 Religion and Public Life: Community-Engaged Learning**
   SCCASP approval: December 6, 2022
   SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the introduction of RELI 4860 as presented with effect from Fall 2023.

6. **GINS 3200 Experiential Learning Abroad**
   SCCASP approval: December 6, 2022
   SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the deletion of GINS 3200 as presented with effect from Fall 2023.

7. **BSC Hons Computational Biochemistry**
   SCCASP approval: December 6, 2022
   SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the major modification to the BSc Honours program in Computational Biochemistry, the deletion of BIOC 4906 and the major modification to BIOC 4907 as presented with effect from Fall 2023.

8. **BSC Hons in Neuroscience and Mental health**
   SCCASP approval: December 6, 2022
   SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the major modification to the BSc Honours program in Neuroscience and Mental Health and the introduction of NEUR 4904 as presented with effect from Fall 2023.

9. **BA Combined Hons. Communication and Media Studies**
   SCCASP approval: December 6, 2022
   SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the major modification to the BA Combined Hons. in Communication and Media Studies as presented with effect from Fall 2023.

10. **LAWS 4907 Service Learning Placement**
    SCCASP approval: December 6, 2022
    SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the introduction of LAWS 4907 as presented with effect from Fall 2023.

11. **Graduate Programs in Political Science**
    SCCASP approval: December 6, 2022
    SQAPC approval: December 8, 2022

Senate Motion January 27, 2023

THAT Senate approve the major modifications to the MA and PHD programs in Political Science as presented with effect from Fall 2023.

12. **Stream in Investments & Corporate Finance**
    SCCASP approval: December 20, 2022
    SQAPC approval: January 12, 2023

Senate Motion January 27, 2023

THAT Senate approve the introduction of the Stream in Investments and the Stream in Corporate Finance as presented with effect from Fall 2023.

13. **Master of Entrepreneurship**
    SCCASP approval: December 20, 2022
    SQAPC approval: January 12, 2023

Senate Motion January 27, 2023

THAT Senate approve the major modification to the Master of Entrepreneurship Technology Innovation Management and the introduction of the Master of Digital Transformation and Entrepreneurship as presented with effect from Fall 2023.

14. **MSc** Health: Science Technology and Policy
    SCCASP approval: December 20, 2022
    SQAPC approval: January 12, 2023

Senate Motion January 27, 2023

THAT Senate approve the major modification to the MSC Health: Science Technology and Policy program and the introduction of HLTH 5506 as presented with effect from Fall 2023.

15. **Minor in Latin American and Caribbean Studies**
    SCCASP approval: November 15, 2022
    SQAPC approval: January 12, 2023

Senate Motion January 27, 2023

THAT Senate approve the major modification to the Minor in Latin American and Caribbean Studies as presented with effect from Fall 2023.

MEMORANDUM

From: Senate Academic Governance Committee
To: Senate
Date: January 27, 2023
Subject: Senate committee ratifications

MOTION: That Senate ratify the following nominees for Senate committees, for service beginning immediately upon approval.

1) Senate Executive Committee
   - Taina Roberts (undergraduate student, Senator)

2) Senate Library Committee
   - Tracey Lauriault (faculty member)

3) Senate Academic Governance Committee
   - Daniel Siddiqi

1) Slide 1 – Overall UG numbers
   - How does this data compare to enrolment numbers at other Ontario universities?
   - How do the 2022 numbers compare to pre-pandemic levels (Fall 2019)?

2) Slide 2 – New First Year FT Students (UG) by Faculty
   - How do the 2022 statistics compare to pre-pandemic levels (Fall 2019)?
   - What factors have contributed to the large changes in enrolment for some of these Faculties over the past year?

3) Slide 3 – Overall GR numbers
   - Can you explain how there can be an increase in Master and PhD student enrolment but simultaneously also a decrease in new graduate enrolment?
   - How do the 2022 statistics in this slide compare to pre-pandemic levels (Fall 2019)?
   - How have changes in program offerings impacted these numbers?

4) Slide 4 – UG Enrolment by Faculty – historical data
   - What steps are being taken to respond to and/or counteract decreasing enrolments?
   - How do we measure or assess the impact of the pandemic vs. other factors (larger trends) on these numbers?

5) Slide 6 – PhD Enrolment – historical data
   - What impact has the change in the international student fee structure had on enrolment numbers?

Fall 2022 Enrolment Update

Senate

January 27, 2023

Enrolment Update – Provincial Count Date (Nov. 1, 2022)

	2019	2021	2022	% difference vs 2021	% difference FTE** vs 2021
Fall full-time new undergraduate 1st year	**5,402**	**4,878**	**4,766**	**-2.30%**	**-2.11%**
Domestic students	4,729	4,290	4,245	-1.05%	-0.92%
International students	673	588	521	-11.39%	-11.19%
Fall full-time undergraduate (degree programs)	**21,447**	**20,333**	**19,626**	**-3.48%**	**-4.01%**
Domestic students	18,875	17,967	17,417	-3.06%	-2.74%
International students	2,572	2,366	2,209	-6.64%	-8.05%

*** FTE Count – Fall Full time equivalent, including full and part-time students*

Carleton University

New First Year Full-Time Students

	2019	2021	2022	Targets 2022 (Budget Assumptions) (compared to Nov 1 2021)	Percent Changed Compared to Nov 1 2021
Arts and Social Science	1258	1033	924	1033	-10.55%
Public Affairs	1344	1068	956	1068	-10.49%
Business	396	491	406	491	-17.31%
Science	1018	991	1169	991	17.96%
Engineering and Design	1387	1295	1311	1295	1.24%

Enrolment Update – Provincial Count Date (Nov. 1, 2022)

|	2019	2021	2022	% difference vs 2021	% difference FTE** vs 2021
Fall new graduate*	**1,814**	**1,895**	**1,824**	**-3.75%**	**-9.87%**
Domestic students	1,241	1,270	1,297	2.13%	-6.69%
International students	573	625	527	-15.68%	-15.86%
Fall Master's*	**2,992**	**3,081**	**3,188**	**3.47%**	**-0.76%**
Domestic students	2,206	2,317	2,357	1.73%	-4.60%
International students	786	764	831	8.77%	9.79%
Fall PhD	**1,056**	**1,219**	**1,247**	**2.30%**	**2.14%**
Domestic students	859	905	897	-0.88%	-1.38%
International students	197	314	350	11.46%	11.54%

*Includes Graduate Diplomas/Certificates, excludes off-campus MBA and Dominican University College students
** FTE Count – Fall Full time equivalent, including full and part-time students

Carleton University

New First Year, Full-Time Enrolment in Undergraduate Programs by Faculty

Legend: Arts and Social Sciences, Public Affairs, Business, Science, Engineering and Design
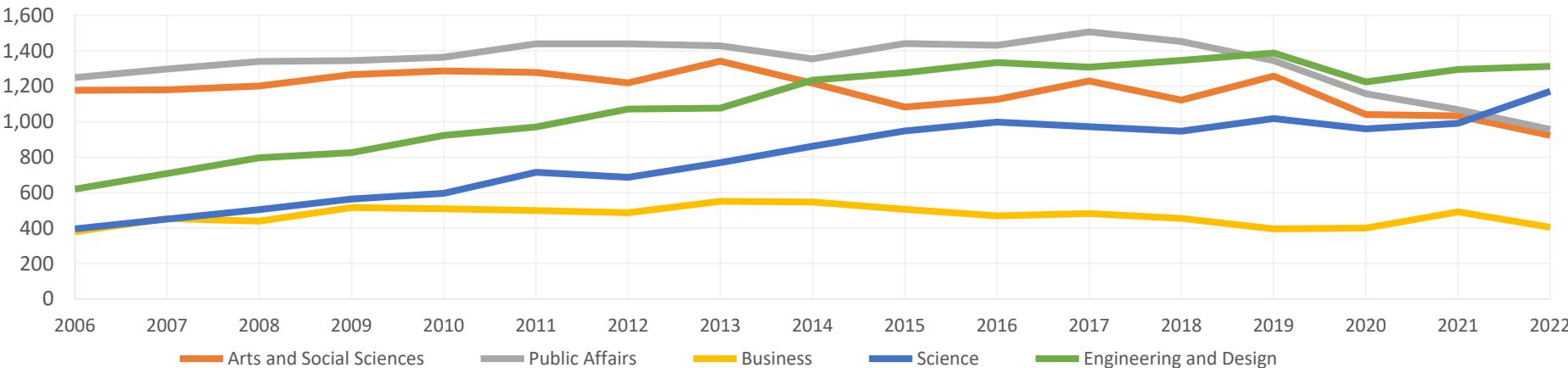
All Years, Full-Time Enrolment in Undergraduate Programs by Faculty
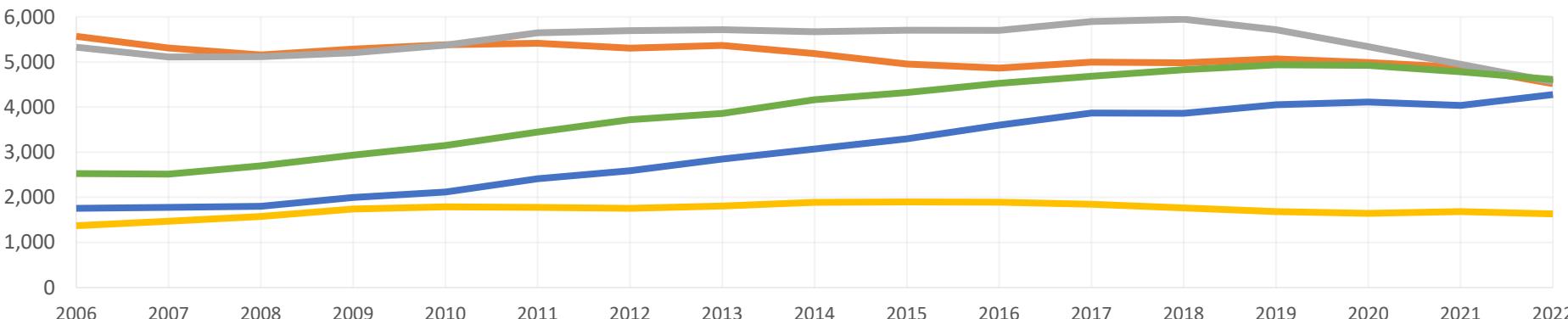
Source: Enrolment Perspective Cube, Fall term, 2022-11-21

Carleton University

New Full-Time Master's Enrolment by Faculty

Legend: Arts and Social Sciences, Public Affairs, Business, Science, Engineering and Design
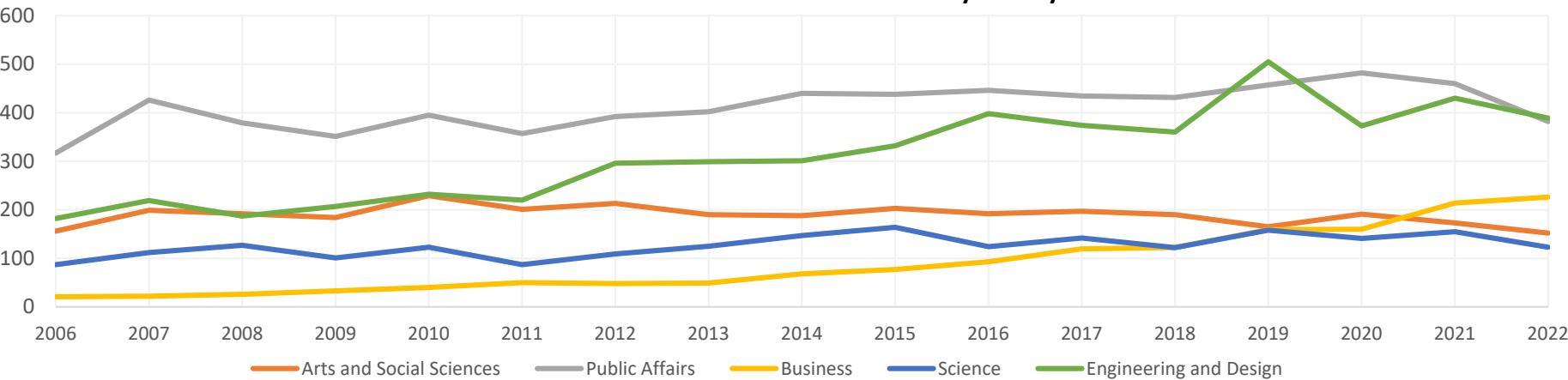
Returning Full-Time Master's Enrolment by Faculty
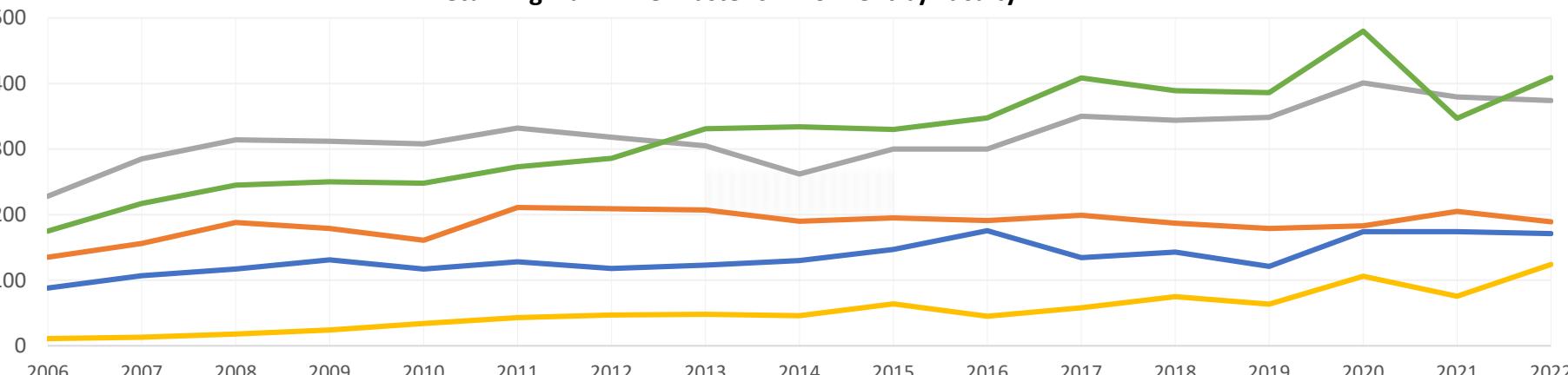
Note: Master's includes graduate certificates and diplomas, and excludes off-campus MBAs in the Sprott School of Business
Source: Enrolment Perspective Cube, Fall term, OIRP, 2022-12-06

Carleton University

New Full-Time PhD Enrolment by Faculty

Legend: Arts and Social Sciences — Public Affairs — Business — Science — Engineering and Design
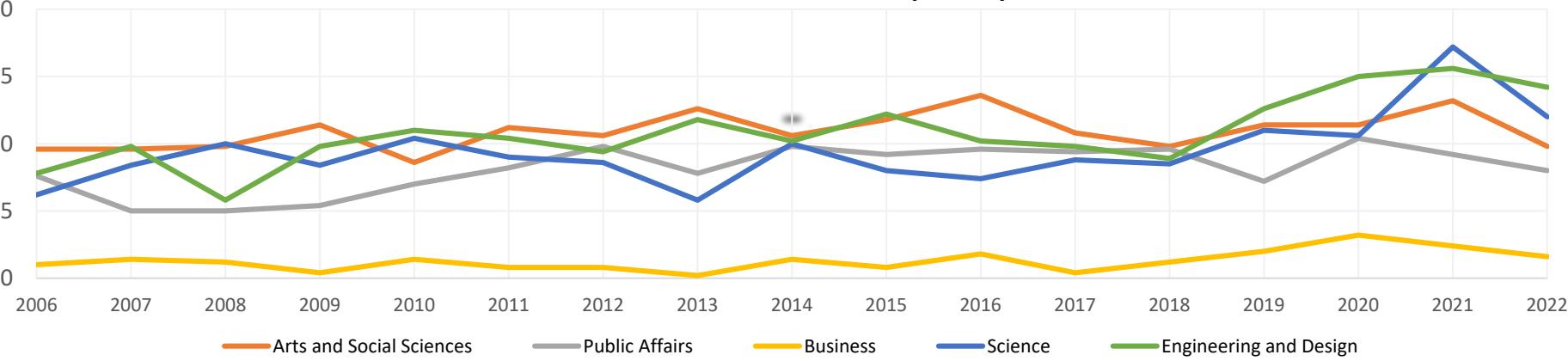
Returning Full-Time PhD Enrolment by Faculty
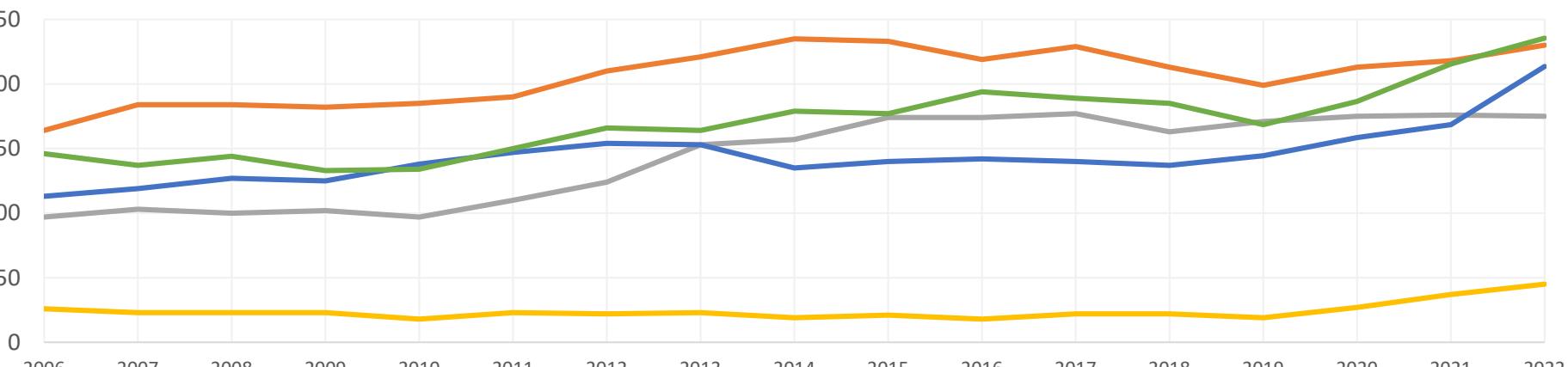
Note: Master's includes graduate certificates and diplomas, and excludes off-campus MBAs in the Sprott School of Business
Source: Enrolment Perspective Cube, Fall term, OIRP, 2022-12-06

Carleton University

Questions?

Office of the Dean
512 Henry Marshall Tory Building
1125 Colonel By Drive
Ottawa, ON K1S 5B6 Canada
Tel: 613-520-2525
Fax: 613-520-4049
graduate.studies@carleton.ca

Senate Briefing Note:

Proposed Change to the Governance of Graduate Curriculum

Background:

The number of graduate programs and graduate students enrolled have significantly increased at Carleton University. Carleton has indeed matured tremendously as a comprehensive institution over the years. An approach to the governance of graduate curriculum that recognizes this growth and maturity of the graduate enterprise is timely.

Process/Proposed Plan:

Over the past months, FGPA has engaged in a consultation process aimed at reforming the governance of graduate curriculum to make it more effective. The discussions have included the Provost, the Vice-Provost, all Faculty Deans, and their respective Faculty Boards. We have also sought guidance from various external sources. These consultations have led us to a proposal that will give the disciplinary Faculties (FASS, FPA, FED, Science, and Sprott) a primary role in the governance of graduate curriculum. While there remain elements in the implementation of the plan that need to be resolved, the general principles of the proposed changes are relatively straight-forward, as described below.

Summary of Proposed Changes to Graduate Curriculum Governance:

Curriculum Development and Governance Process (Overview):

Current	Proposed
1. Department	1. Department
2. **Graduate Programs and Planning committee** →	2. **Disciplinary Faculty curriculum committee**
3. **Graduate Faculty Board (GFB)** →	3. *** Disciplinary Faculty Board**
4. SQAPC (Senate Quality Assurance and Planning)	4. SQAPC
5. Senate	5. Senate

As the ultimate authority on academic governance, an initial consultation on the proposed change to graduate curriculum governance (graduate curriculum approval, and new program development and approval) at Senate is required before taking the discussion back to the various Faculty Boards for a vote. We intend to come back to Senate with a more fulsome proposal, based on feedback today, and following consideration by the Faculty Boards. Implementation of the proposal will require the approval of both Senate and the Board of Governors.

Purpose of the Proposed Changes to Graduate Curriculum Governance:

- To facilitate more meaningful engagement of disciplinary experts/peers and enhance autonomy of Faculties in strategically developing and managing graduate curriculum planning and innovation.
- To promote greater peer-to-peer engagement and discussion within the Faculties that house graduate programs.
- To adopt similar processes for undergraduate and graduate curriculum governance, with a goal of identifying areas of interaction/intersection between graduate and undergraduate programs and promote better linkages between graduate and undergraduate programs.
- To enhance consideration of resource planning and coordination of program delivery within the Disciplinary Faculties that can strategically plan to allocate appropriate resources.
- To Empower Disciplinary Faculties to design/develop innovative graduate programs, with meaningful input from local/similar disciplinary peers.

An approach to graduate education needs to align with current realities. It has always been the case that individuals with relevant expertise are best suited to review/guide and drive/lead curriculum innovation in their respective fields (or closely related fields). Carleton has traditionally taken the approach, at least at the graduate level, to centralize review of graduate curriculum, in contrast to the approach taken at the undergraduate level. This method has resulted in potential lost opportunities for curriculum innovation at the graduate level, particularly as it relates to better identifying possible linkages between undergraduate and graduate programs.

Carleton University

Senate Executive Committee
November 15, 2022
TB503C + Zoom videoconference (Hybrid)

MINUTES

Attending in person: B. A. Bacon (Chair), D. Deugo, R. Gorelick, S. Maguire, J. Malloy, E. Sloan, J. Tomberlin, P. Wolff
Attending via Zoom: M. Sanghani
Recording Secretary: K. McKinley (via Zoom)

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1. Welcome & Approval of the Agenda

The meeting was called to order at 11:02 am.

It was **MOVED** (S. Maguire, J. Malloy) that the committee approve the agenda for the meeting, as presented.

The Clerk asked that item #4 on the agenda (Motion from Donald Russell) be removed as Senator Russell has withdrawn his motion and will bring the item to the *Senate Academic Governance Committee* instead.

With this change, the motion **PASSED**.

2. Approval of Senate Executive Minutes – October 11, 2022

It was **MOVED** (J. Tomberlin, P. Wolff) that the Senate Executive Committee approve the minutes of the Senate Executive Committee meeting on October 11, 2022, as presented.
The motion **PASSED**.

3. **Senate Minutes**

   a) **October 21, 2022 (Closed Session)**
   Committee members approved by consensus (E. Sloan, P. Wolff) the draft minutes from the Closed Session of the Senate meeting on October 21, 2022.

   b) **October 21, 2022 (Open Session)**
   One typo was noted on page 2 of the minutes of the Open Session of Senate on October 21st. With this corrected, committee members approved by consensus (S. Maguire, J. Tomberlin) the draft minutes of the Open Session of the Senate meeting on October 21, 2022.

4. **Senate Agenda – November 25, 2022**
   Committee members reviewed the draft agenda for the November 25, 2022 Senate meeting, which included a Closed Session. The Assistant University Secretary noted that the Senate Office and the Clerk received a request for approval of a posthumous academic recognition for a student in Computer Science. She asked if "Posthumous Academic Recognition" could be added to the Closed Agenda. The committee agreed to make this item #3 on the Closed Agenda, pushing the Honorary Degrees Committee Report to #4. No other changes or additions were made to the Closed or Open agendas for the meeting.

   It was **MOVED** (J. Malloy, P. Wolff) that the Senate Executive Committee approve the agenda for the Senate meeting of November 25, 2022, as amended.
   The motion **PASSED**.

5. **Other Business**
   Committee members agreed that if no pressing Senate business arises between now and December 6th, the committee will not meet but will hold an e-poll on December 6th to vote on cancelling the December 16th Senate meeting.

   The Chair noted that this would be the last *Senate Executive Committee* meeting for Sean Maguire, as he is graduating this term and will be stepping down from Senate. The Chair and all committee members thanked Sean for his service to Senate over the past 2.5 years, and wished him well in his future endeavours.

8. **Adjournment**
   The meeting was adjourned at 11:19 a.m.

Carleton University

Senate Executive Committee
December 6, 2022
Web-based Meeting

MINUTES

Participants: B. A. Bacon (Chair), D. Deugo, R. Gorelick, S. Maguire, J. Malloy, E. Sloan, J. Tomberlin, P. Wolff
Regrets: M. Sanghani

Senate Executive Committee members participated in an e-poll on December 6, 2022, on the question of whether to hold a meeting of Senate on December 16, 2022. Members were asked to vote on a motion to cancel the December 16, 2022 meeting, as per past practice, as no urgent business was evident.

The committee approved the cancellation of the December 16 2022 Senate meeting.

Department of Neuroscience
Health Sciences Building
1125 Colonel By Drive
Ottawa, ON K1S 5B6 Canada

Dr. Kim Hellemans
Tel: (613) 520-2600 x 2973
Email: kim_hellemans@carleton.ca

RE: Report of the Academic Colleague from the Council of Ontario Universities meetings for January 2023

Dear Members of Senate,

On December 13th and 14th, the Academic Colleagues met to discuss the top concerns facing Ontario Universities. On the evening of December 13th, the colleagues heard from Dr. Kim Clark, Professor, Department of Anthropology, and Assistant Dean (Equity, Diversity, Inclusion & Decolonization), Faculty of Social Science, Western University on the topic: How disabled university students' insights can help us advance student success in general.

Dr. Clark shared the preliminary findings of her research project on exploring disabled students' access experiences at Western University. The primary goals of the project were to learn about some students' experiences and understand everyday practices and decisions that can impact accessibility, with the data points comprising a survey and interviews with students. Drawing on the voices of students who participated in the survey and/or interviews, Dr. Clark provided several simple ways to enhance access, many of which serve to benefit all students, including flexible deadlines and the provision of information in multiple formats and slides in advance of class to facilitate note-taking.

A key theme that emerged in the discussion was the importance of engagement from senior leadership in advancing accessibility at an institutional level, through the provision of resources and support for faculty members. Dr. Clark highlighted that, in tandem with efforts to encourage the development of institution-wide supports, there are many small changes faculty members can make that both improve accessibility and reduce workload, such as a late days bank for assignment due dates. Colleagues also discussed the potentially conflicting relationship between offering assessments in different modes or formats and supporting students' achievement of learning outcomes, the different types of accommodations that graduate students may need, and policies regarding doctors' notes for missed assignments, mid-terms or exams at different universities.

On December 14th, we had a roundtable of information sharing from colleagues across Ontario. We all heard an update from COU, as well as several committee updates. Steve Orsini (President and CEO, COU) shared several observations and comments on two Auditor General reports on the Special Audit of Laurentian University and the Value-for-Money Audit of four Ontario universities, chief among them:

- The Value-for-Money Audit report noted that the domestic tuition freeze and relatively low per-student funding have necessitated the increased dependence on international student revenue, that the operating funding level of Ontario universities is the lowest per student in Canada, and the Ministry of Colleges and Universities lacks a strategy or long-term vision for the sector.

- The report also recommended that the Ministry establish a formal process that fully utilizes its new financial-health indicators to monitor the financial condition and risk level of universities each year. The recommended approach is consistent with and was influenced by COU's Financial Health and Transparency Framework Plan released last fall.

- COU has significant concerns regarding the Laurentian Report's sector-wide recommendation that the government seek legislative authority to impose financial limits on institutions and appoint a supervisor that could usurp institutional governance should financial challenges emerge. These changes, if implemented, would critically undermine institutional autonomy.

- Prior to the release of the final Laurentian and Value-for-Money reports, COU had launched its Financial Transparency and Accountability Framework to demonstrate universities' continued commitment to open data, strong fiscal management and leading practices in university governance

Building on the conversation at the evening and morning meetings, Colleagues identified a number of future discussion topics, as follows:

- Current student preparation for university, including ways to help support students in gaining the expected knowledge, skills and competencies for university studies, and the impact of the shortage of teachers on student preparation
- Continuing to explore the theme of supporting student success
- Internationalization and the creation of supports and opportunities for international students as well as universities' perceived overreliance on international students as a revenue strategy
- A vision for education in Canada
- Supporting mental health for university stakeholders

Yours,
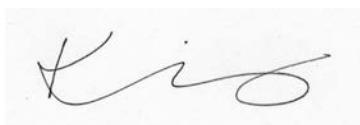
Kim Hellemans, PhD
Assistant Professor, Department of Neuroscience
Associate Dean (Recruitment and Retention), Faculty of Science
Carleton University

NEW UNDERGRADUATE AWARDS AND CHANGES TO AWARDS
REVIEWED BY SENATE COMMITTEE ON UNDERGRADUATE STUDENTS AWARDS (December, 2022)

Award Name	Type	Source	Award Terms
J. David Greenough Memorial Scholarship in Journalism	Scholarship Departmental	Donor	Value $1,000. Awarded on the recommendation of the Director or Associate Director of the School of Journalism and Communication to outstanding full-time undergraduate students who are proceeding from one year to another in the Bachelor of Journalism or Bachelor of Journalism and Humanities programs. Preference will be for students who demonstrate an interest in audio/radio journalism. Established in 2022 in memory of J. David Greenough.
KPMG Indigenous Student Award	Scholarship Departmental	Donor	Value $1,000. Awarded on the recommendation of the Dean of the Sprott School of Business to an outstanding undergraduate Indigenous student who is enrolled in or has been admitted into the Bachelor of Commerce program at Sprott School of Business. Preference will be given to students in the accounting concentration. Application is required. Established in 2022 by KPMG.
KPMG Black Student Award	Scholarship Departmental	Donor	Value $1,000. Awarded on the recommendation of the Dean of the Sprott School of Business to an outstanding Black student who is enrolled in or has been admitted into the Bachelor of Commerce program at Sprott School of Business. Preference will be given to students in the accounting concentration. Application is required. Established in 2022 by KPMG.
Thomas Scholarship	Scholarship In-course	Endowed	Awarded annually to outstanding undergraduate students entering or continuing in any undergraduate degree program at Carleton University. Endowed in 2021 by Marguerite Perkin in memory of her parents Kathleen and Thomas Thomas, and of Reginald Carter.
Rawlson King and Linda Grussani Scholarship for Indigenous, Black and Racialized Students	Scholarship Departmental	Donor	Awarded on the recommendation of the Director of the School for Studies in Art and Culture to outstanding full-time students who are Indigenous, Black or a member of another racialized group and who are proceeding from one year to another of a degree program within the School for Studies in Art and Culture. Priority will be given to students in the upper years of their programs. Eligible recipients will demonstrate community service or engagement in campus life. Application is required. Established in 2022 by Rawlson King BJ/99, MA/07 and Linda Grussani BA/99, MA/03.
Music Award for Indigenous, Black and Racialized Students	Scholarship Departmental	Donor	Awarded on the recommendation of the Director of the School for Studies in Art and Culture to outstanding full-time students who are Indigenous, Black or a member of another racialized group entering or continuing in the Bachelor of Music program at Carleton University. Eligible recipients will have made a significant contribution to the music program and/or their Indigenous or racialized community. Application is required. Established in 2021 by the Department of Music to encourage, recognize and honour the significant contributions to music by Indigenous, Black and racialized students.
Philip Schneider Scholarship	Scholarship In-course	Endowed	Awarded annually to an outstanding undergraduate student who is entering or continuing in the Bachelor of Arts in Criminology and Criminal Justice program. Endowed in 2022 by Philip Schneider BA/72, BCL/75 (McGill.)

Philip Schneider Bursary	Bursary	Endowed	Awarded annually to an undergraduate student in demonstrated financial need who is entering or continuing in any program of study at Carleton University. Endowed in 2022 by Philip Schneider BA/72.
W. Bryan Baker Memorial Scholarship	Scholarship Departmental	Endowed	Awarded annually on the recommendation of the Director of the Department of Neuroscience to an outstanding undergraduate student who is continuing from one year to another in the Bachelor of Science in Neuroscience and Mental Health program. Endowed in 2020 in loving memory of William Bryan Baker, by his niece.
ESP Scholarship	Scholarship Departmental	Donor	Awarded to outstanding students in the Enriched Support Program (ESP) who have achieved an A- average overall in three courses during the first and/or second year of the ESP and strong attendance in two ESP workshops and a seminar course. This scholarship will be awarded to students who are proceeding to a degree program at Carleton University during the following academic year. Established in 2022.
Matthew Yeager Critical Criminology Award	Scholarship Departmental	Endowed	Awarded annually on the recommendation of the Director of the Institute of Criminology and Criminal Justice to an outstanding undergraduate student proceeding from one year to another in the Bachelor of Arts in Criminology and Criminal Justice program. Recipients will demonstrate an interest in Critical Criminology. Endowed in 2022 by Matthew G. Yeager, Ph.D.
Kelly Family Award for Indigenous Students	Bursary	Endowed	Awarded annually, on the recommendation of the leadership of the Indigenous Enriched Support Program (IESP,) to an Indigenous student in demonstrated financial need who is entering the Indigenous Enriched Support Program. Preference will be given to students entering the program from Manitoba. Endowed in 2021 by C. Robert Kelly and family.
HOPE Scholarship for Refugee Women	Bursary Departmental	Endowed	Awarded annually on the recommendation of the Associate Vice-President, Student Affairs and Student Life to outstanding undergraduate students who are or have been a Convention Refugee or a person in need of protection and are enrolled in any program of study at Carleton University. Recipients must demonstrate financial need. Preference will be for students who identify as women. Application is required. Endowed in 2022 by the Heads of Mission Spouses Association and the Canadian Federation for University Women - Ottawa.
John Gordon Watters and Family Bursary	Bursary	Endowed	Awarded annually to a student in demonstrated financial need who is entering or continuing in a degree program within the Institute of Criminology and Criminal Justice. Preference will be for students with a permanent disability. Endowed in 2022 by John Watters BA/84, BAHons/90.
Burton M. Heward Scholarship in Creative Writing	Scholarship Departmental	Endowed	Awarded annually on the recommendation of the Chair of the Department of English Language and Literature to an outstanding student proceeding from one year to another in a Bachelor of Arts Honours degree in English with a concentration in Creative Writing. Endowed in 2022 in loving memory of Burton Meredith Heward BA/60 in recognition of his 40-year career as a newspaper writer and editor and to honour his passion for Canadian writers.

Undergraduate Award for Indigenous students in Indigenous and Canadian Studies	Scholarship Departmental	Donor	Value $1,000. Awarded on the recommendation of the Director of the School of Indigenous and Canadian Studies to an outstanding Indigenous student proceeding from one year to another in an undergraduate program within the School of Indigenous and Canadian Studies. Preference will be given to a student in the Combined Honours in Indigenous Studies program with consideration given to those students taking a minor in the program. Application is required. Established in 2020 by faculty, staff, students, alumni and friends of the School.
Kanta Chand Bhatia and Indu Gambhir Bursary	Bursary	Endowed	Awarded annually to students in demonstrated financial need entering or continuing in any program of study at Carleton University. Endowed in 2022 by Dr. Kanta Marwah in honour of Kanta Chand Bhatia and Indu Gambhir.
R.L.N. Vijayanagar Memorial Bursary	Bursary	Endowed	Awarded annually to students in demonstrated financial need who are continuing in any program of study within the Faculty of Arts and Social Sciences. Endowed in 2021 by the Nagpur and Vijayanagar families in memory of R.L.N. Vijayanagar who believed passionately in the importance of higher education.
CHANGES TO EXISTING AWARDS			
Anita Garbarino Girard Scholarships in Health Science	Scholarship Departmental	Endowed	OLD TERMS: Awarded annually on the recommendation of the Chair of the Department of Health Sciences to outstanding, undergraduate students entering or proceeding from one year to another in a full-time Health Sciences program. Preference will be given to students studying topics related to the elderly and aging. Eligible students must be Canadian Citizens or permanent residents of Canada (landed immigrant or a protected person). Endowed in 2019 through the Estate of Anita Garbarino Girard. NEW TERMS: Awarded annually on the recommendation of the Chair of the Department of Health Sciences to outstanding, undergraduate students entering or proceeding from one year to another in a full-time Health Sciences program. Preference will be given to students who are studying topics related to or are volunteering/working with the elderly and aging. Eligible students must be Canadian Citizens or permanent residents of Canada (landed immigrant or a protected person). Endowed in 2019 through the Estate of Anita Garbarino Girard. Revised 2022.
Ottawa Women's Canadian Club Scholarship	Scholarship Departmental	Endowed	OLD TERMS: Awarded to outstanding students proceeding from one year to another in the Canadian Studies program at Carleton University. The eligible recipient must be a Canadian citizen. Endowed 1946. Revised 1977, 1983 and 2008. NEW TERMS: Awarded to outstanding students proceeding from one year to another in a Bachelor of Arts program within the School of Indigenous and Canadian Studies at Carleton University. The eligible recipient must be a Canadian citizen. Endowed 1946. Revised 1977, 1983 and 2008. Revised 2022.