



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 31, 2025 at 2:00 pm
PK608 + Zoom Videoconference**

MINUTES

Present: J. Armstrong, S. Blanchard, A. Bordeleau, A. Bowker, S. Burges, A. Buri, J. Chan, E. Cyr, M. DeRosa, , R. Goubran, K. Graham, L. Grant, E. Gray, J. Greenberg, X. Haziza, , K. Hellemans, D. Hornsby, D. Howe, L. Kostiuk, G. Lacroix, A. Lannon, N. Laporte, A. MacDonald, B. MacLeod, A. Marcotte (acting for D. McNair), J. Mason, D. Mendeloff, M. Nadeem, P. Rankin, R. Renfroe, M. Rivers-Moore, O. Saloojee, A. Shotwell, E. Sloan (Clerk), C. Smelser, W. Tettey (Chair), C. Trudel, C. Viau, G. Wainer, J. Wallace, P. Williams

Present via Zoom: M. Barbeau, F. Brouard, J.P. Corriveau, T. Davidson, S. El Fitori, R. Gorelick, N. Hagigi, S. Hawkins, J. Lynch, L. Madokoro, L. Marshall, D. Maseko, A. Masoumi, H. Nemiroff, Y. Ono, M. Rooney, S. Sadaf, R. Tfaily

Regrets: M. Bahran, J. Debanne, M. Haines, B. O'Neill, M. Pearson, D. Sprague, R. Teather

Absent: M. Abarghouei, J. Garcia B. Heerspink P. Kouzovnikov, J. Kundu, R. Treasure,

Recording Secretary: K. McKinley

1. Welcome & Approval of Agenda

The meeting was called to order at 2:03 pm. The Chair, President Wisdom Tettey, welcomed Senators to the first meeting of 2025, and his first meeting as Chair of Senate. He noted that it is an honour and privilege to serve and to be part of the Carleton community, and he thanked Senators for the work they do to support the university's academic mission.

The Chair also welcomed the following new Senators:

- Vice President Finance & Administration Duane McNair
- Faculty members Janine Debanné, Alexis Shotwell, Megan Rivers-Moore, Yuu Ono and Tonya Davidson.

The Chair acknowledged the recent passing of Professor Patricia Smart, from the Department of French, and Professor Mark Salber Phillips from the Department of History. He expressed condolences to their friends and families.

After reviewing the meeting protocols, the Chair introduced the agenda.

It was **MOVED** (D. Mendeloff, R. Goubran) that Senate approve the agenda for the meeting of Senate on January 31, 2025, as presented.

The motion **PASSED**.

2. Minutes: November 29, 2024 (open session)

The recording secretary noted an error on page 9 of the minutes; MBA was misspelled as MGA.

It was **MOVED** (E. Gray, C. Viau) that Senate approve the minutes of the open session of the Senate meeting of November 29, 2024, as amended.

The motion **PASSED**.

3. Matters Arising:

There were none.

4. Chair's Remarks

The Chair began his remarks by highlighting some of the recent achievements of members of the Carleton community.

Four esteemed Carleton alumni have been named to the Order of Canada:

- Vijayakumar Murty, an alumnus of the Faculty of Science for his work advancing knowledge in Mathematics,
- Barbara Jean Perry, an alumna of the Faculty of Arts & Social Sciences and an internationally recognized expert on hate crime,
- Michael Prince, an alumnus of the Faculty of Public and Global Affairs and an advocate for disability rights, and

- Diane Sims, an alumna of the Faculty of Public & Global Affairs (Journalism) who is a writer and accessibility advocate.

The Chair then acknowledged the following achievements in research:

- John Anderson, Assistant Professor in the Department of Cognitive Science, has received a Canadian Hearing Services grant and is leading an impactful study on the link between hearing loss and cognitive reserve, research that will offer the potential for breakthroughs in deaf studies and interventions targeting brain health.
- Carleton University has been recognized as one of Canada's fastest growing research-intensive universities by Re\$earch Infosource. In 2022-23, Carleton's sponsored research income surpassed \$113M, marking a 108% increase in research investment since 2017. This growth secures Carleton's position among the top three comprehensive universities in the country. The Chair congratulated all researchers for this accomplishment.

The Chair also reported on the efforts of Carleton Engineering graduates to rehabilitate Parliament's iconic Centre Block. Dan Carson, lead structural engineer and graduate of Carleton's Bachelor of Civil Engineering and Master of Structural Engineering programs, will be working alongside 15 other Carleton graduates to bring the historic building into the 21st century.

Finally, the Chair reminded Senators of the upcoming annual Service Excellence Awards on February 20, to recognize the dedicated efforts of faculty and staff. The event will be held in Teraanga Commons but will also be live-streamed.

5. Question Period

Questions were submitted in advance by 8 Senators:

Question from Edward Cyr

When I was a student at Waterloo, the fall break was first implemented to address concerns regarding student mental health and wellbeing. Because many students travel from afar to come to university, it was deemed important that the fall break align with thanksgiving so that students could visit family during this traditional gathering holiday, and have sufficient time to travel while having minimal impact on missing classes.

Here are the problems I see and experience. When thanksgiving is offset from reading week (e.g. F24):

1. The student population is growing, and available spaces/times to hold midterm exams is vanishing. SES only allows scheduling of midterms (through them) on weekends or Friday evenings (I've only ever had weekends). I cannot hold my midterm exams during

scheduled class times because the classroom is not sufficiently large, making cheating easy. Student midterms are increasingly scheduled during weekends of these breaks (including thanksgiving), as this is the only time available. Before the break is too early (not enough content has been covered), and after thanksgiving is too late to provide meaningful graded feedback in a reasonably early time in term. Therefore, students are not afforded the break as intended to travel to see family/friends that would help them to destress. Thanksgiving is (in my opinion) one of the most important weekends for 1st-year students to be able to visit home after being away for the first month of schooling.

2. The value of the break as a divider between 0.25-credit course almost guarantees that students will have final exams on one (or both) weekends of the break. This has been the case in engineering for the duration of the ECOR 104x course offerings.
3. Courses that have Monday lectures, under the current schedule, will miss 2 weeks of lectures and that needs to be made-up at the end of the term (I know they don't miss two weeks of lectures, but they have nearly 3 full weeks, or 20 days, without a single lecture for that course). This particularly affects our engineering capstone projects. When these lectures are made-up at the end of the term, the course becomes very back-end heavy. If the exam is scheduled at the beginning of exams, students do not have enough time to learn/practice/get help. This is exactly what happened to my capstone and 2nd-year dynamics course this term.
4. For multi-section courses, where the Lab sections are cross-listed, some students are behind by 1-week in lecture content. This makes lab/tutorial planning difficult.

I propose to align the fall break with thanksgiving (and the winter break with family day), to minimize the number of missed classes. I also propose that the university implement a policy that protects students by prohibiting examinations on the weekends of thanksgiving and family day.

Response from VPSE Suzanne Blanchard:

- Q1: The issue in the first question has arisen partly due to the shortage of spaces that can accommodate large classes for midterm exams. The Registrar's Office is working to minimize this issue by converting extra large spaces for exam use, so that exams do not need to be held on weekends.
- Q2: Most of the 0.25 credit courses are ECOR offerings, and there will be fewer ECOR exams during the break for the 2025-26 academic year.
- Q3/4: These issues exist mostly in Engineering and Computer Science. Scheduling is working to ensure that capstone and other special courses are not scheduled on Mondays.
- Winter Break will begin on the Family Day Monday. Fall break will be held in the 7th or 8th week of the semester, as this provides the most positive impact for students.

Thanksgiving may occur in the 4th week of class, which is a less optimal time for a Fall Break.

Questions from Gabriel Wainer:

Question 1

Students facing Academic Offenses have the right to appeal decisions made by the Dean's office to the Senate Appeals Committee.

However, in some situations, the opposite would need to be considered. There are cases related to Academic Integrity or Academic Offenses dismissed without proper investigation due to delays in the process or the backlog of cases. Additionally, there are instances where the Dean's office dismisses an offense despite the instructor's strong certainty regarding the violation and adherence to standard reporting procedures, sometimes without providing a clear explanation on the decisions.

- Is there a mechanism in place to ensure that all Academic Integrity and Academic Offense cases are handled consistently across all Faculties, so that students are evaluated based on the same criteria and standards, regardless of their Faculty of origin?
- Is there a mechanism for instructors to appeal decisions made by a Dean's office when they believe a case warrants further investigation, similar to the process available to students?

Response from Clerk of Senate Elinor Sloan:

There is no mechanism for handling Academic Integrity offences consistently across Faculties, and this would be difficult and impractical to implement, given the distinctions between the Faculties. There also is no mechanism for Instructors to appeal decisions made by their Faculty Deans. The Ad Hoc Committee on the Academic Integrity Policy has been made aware of this question and they will review it during their work revising the policy.

Gabriel Wainer Question 2 – Self-Declaration Form for Deferred Exams

On November 22nd, 2022, Senate introduced the new Self-Declaration Form for Deferred exams. The introduction of this form brings a concerning trend, especially in Engineering, where up to 30% of students in certain courses are seeking deferrals. This raises suspicions about the authenticity of these requests. This may indicate a need for more robust mechanisms to assess and verify the legitimacy of deferral claims to ensure fairness and accountability in the academic process.

What measures are being implemented to reduce the number of potentially fraudulent requests? Are there any specific plans in place to address this issue, other than putting the onus on the instructors in charge of the course?

Follow-up question:

As part of the Deferral process, we must now submit the "Missed Deferred Final Examination Information Request" form, which has created additional workload for the responsible instructors. This form is intended solely for situations involving a Request for Special Consideration.

Filling out this form is often a time-consuming endeavor, as it is rarely utilized. In classes with 30% of students requesting deferrals, and 50% of those missing the deferred exam, instructors would face an additional workload ranging from 45 minutes (for a small class) to a staggering 3 hours (for a large class), making this process inefficient and burdensome.

Are there any measures being considered to address this matter? Which? Would it be possible to have the Registrar's office reach out to instructors only when there is an official Request for Special Consideration, rather than completing a form for each individual student who misses the deferred exam? This could significantly streamline the process.

Response from VPSE Suzanne Blanchard:

The self-declaration form has been operational for approximately 1.5 years, and as such it is still too early to be able to detect systematic trends, including those regarding fraudulent claims. The Registrar's Office is continuing to monitor the numbers, and to follow up where necessary with students to identify issues. VPSE Blanchard agreed to confirm a timeline for when an evaluation of the process would be reported to Senate.

VPSE Blanchard also noted that the goal of the form is to support students, to identify students with issues, and to eliminate the need for a doctor's visit. The RO will also be monitoring the form's impact on graduation and retention rates.

In response to the question regarding the missed deferred final examination and information request form, the VPSE noted that this should only be submitted by the Instructor if the Registrar's Office requests it.

Question from Azar Masoumi:

The results of the 2024 Senate Survey highlighted the strong desire among Senators for increased time for questions, debate and discussion, and ensuring debates and disagreements are not shut down. As our incoming President and Chair of Senate, how do you plan to ensure meaningful and substantial debate and discussion can happen in Senate?

What is your approach to chairing discussions that involve critique, debate and disagreement?

Response from Senate Chair Wisdom Tettey:

Fulsome deliberations and robust discussions are important to the purposes of this body, and we need to provide the opportunities for all Senators to thoughtfully engage in these conversations. At the same time, we also need to discipline ourselves collectively to be able to operate within the time that we have, so that we are able to deal with our core business. The solution is to focus on the quality of our deliberations.

Questions regarding Carleton's financial situation:

Laura Madokoro:

Could Senate please be provided with an update on the financial situation at Carleton? Over the past year, we have received a number of helpful updates and the sense was generally that we were headed into difficult circumstances but that there was a great deal of contingency planning in place. This past fall, the messaging that we received as a university community became more urgent as did the accompanying initiatives e.g. early retirement packages. Did something change to precipitate these shifts?

Response from Provost Pauline Rankin:

The university's financial picture has declined since May of 2024 when a full report on Carleton's finances was presented to Senate. At that point, the deficit for 2024/25 was predicted to be in the vicinity of \$26M. Since then, our financial situation has become even tighter, with the deficit growing as a result of our current enrolment pressures, particularly with regards to international students.

The current tuition shortfall (the difference between the predicted tuition revenue vs. the actual) for 2024/25 is \$14M. This stems from a 55% decline in undergraduate international student enrolment and a 35% decline in new international graduate students. This reality has necessitated a more urgent need to consider how to reduce expenditures.

In order to keep Senate informed on these matters as they continue to unfold, the Provost will offer another presentation to Senate in February. This presentation, based on a series of questions submitted by Senator Sean Burges, will focus on government funding, the corridor model and an explanation of how academic programs are funded. At the April meeting of Senate, the Provost will provide a full picture of the financial presentation as part of the annual budget process.

A Senator asked how faculty members can receive more information on the university's financial situation. It was suggested that Senators review the published audited financial statements of the university, which are available online along with Carleton's operating budget. However, since financial forecasts are changing on a weekly basis it is not always possible to provide the most current information online. The Provost indicated that she has provided presentations at Faculty Board meetings and will continue to speak at Senate in response to questions from Senators. The Chair added that Senators can take advantage of meetings organized by Chairs/Directors and Deans to have these conversations at the department and Faculty level, to contextualize the situation in a more local setting.

In response to a follow-up question regarding engagement with the provincial government leading up to the election, the Provost encouraged all Senators to speak with candidates in their ridings on this issue. Carleton's Director of Government Relations has prepared packages for all political parties to highlight the issues faced by universities, and both the Council of Ontario Universities and Universities Canada have been active in promoting information on this issue. The Provost added that a multi-pronged approach is essential, and it is the responsibility of everyone in the Carleton community to be as engaged and active as possible.

In response to a follow-up question, the Chair clarified that the university Department of Government Relations deals with various levels of government, and not necessarily with professional bodies. However, COU is mobilizing support from various groups, including students, in its advocacy work.

Jody Mason:

The deadline for acceptance of the Early Retirement Incentive is Jan. 31st. This program could potentially have a dramatic effect on the ability of units to run their programs. In my own unit (English), it looks like we'll lose roughly 18% of our full-time faculty (and we've already lost 20% since 2018 with no new hires to replace them). Meanwhile, faculties are instituting cuts to CI budgets for 2025-26. My question is as follows: sound budgeting requires forecasting for best- and worst-case scenarios. What are the best- and worst-case scenarios planned for the Early Retirement Incentive? In other words, if all eligible full-time faculty and staff choose to take the offer, what is the plan?

Response by Provost Pauline Rankin:

The Volunteer Retirement Incentive Program (VRIP) is not an "early" retirement incentive as the individuals who received the offer already are eligible to retire. Before the university announced the VRIP, a benchmarking study of similar actions undertaken by Queen's and other universities was completed. The benchmarking study shows an average of 15 – 20% participation rate

among those eligible for the program. There are indications that Carleton's VRIP participation rate may be slightly higher than this average, but there are no concerns that all faculty and staff who were offered the incentive will take the offer. Once the application and approval process has been completed, there will be a communication regarding the outcome of the initiative.

Megan Rivers-Moore

In the context of the early retirement offer, and the fact that tenure lines in FASS that are lost (to retirement or because colleagues take jobs elsewhere) are not being replaced, the idea of amalgamating units or programs is circulating widely. How would merging units help the university financially in any significant way? What cost would this have for students and our ability to run meaningful programs? How is senate involved in this process? Is there any centralized oversight of this process as part of long-term planning for the time after austerity?

Response from Provost Pauline Rankin:

Restructuring discussions initially occur at the Department and Faculty level. Proposals for altering or amalgamating units or programs falls under the purview of individual Faculties. These proposals are discussed and voted on at Faculty Board meetings. Those decisions are then reviewed by the Vice Presidents' Academic and Research Committee (VPARC), the Senate Quality Assurance and Planning Committee, and then Senate for discussion and approval. In the case of structural changes or name changes, final approval occurs at the Board of Governors. Final approval for new programs and the closure of programs occurs at Senate and not the Board of Governors. A robust governance process is in place with multiple checkpoints to cover all of these decisions.

Alexis Shotwell

Current austerity measures have significant potential impact on Carleton's mission to be a place for high-quality teaching and research. There have been conversations about potentially reorganizing, amalgamating, or closing departments at the level of Faculty Chairs and Directors meetings. Given that these conversations have much higher-level implications, very much involved with our academic mission, have there been discussions about striking a Senate-level ad hoc committee to take oversight of potentially substantial changes to Carleton's function and community?

Response from Provost Pauline Rankin:

There have been no discussions about creating an Ad Hoc Committee at Senate on these issues because of the robust governance process and oversight described in the previous answer. The Provost noted that there is no university directive to close departments. She reminded Senate that we recently created the School of Nursing so growth does continue even during periods of financial constraint. She added that she has indicated publicly in various settings that it must be a priority to support our research mission as much as possible during this difficult financial period.

Morgan Rooney

1. Recent [reporting](#) from the Board of Governors indicates that one of Carleton's "cost-containment measures" is a " 'drill down' on scholarships, teaching assistants, and contract instructors." Can the Provost confirm if one anticipated result of that "drill down" is reductions to incoming graduate students' offers of admission? If so, does that mean that new grad students would be offered fewer guaranteed teaching assistantships, or that fewer grad students overall would be offered guaranteed teaching assistantships, or some combination of both, or something else? More fundamentally, how can we expect our graduate programs to continue to attract new grad students, let alone boost their current enrollment, if our admissions offers are not competitive with those provided by other Canadian institutions?
2. In combination with planned reductions to TAs (?) and Contract Instructors (CIs) – with some faculties looking to reduce CI-taught courses by as much as 50% – the institution has also offered early retirement buy-outs to (reportedly) as many as 300 full-time instructors. At the same time, [OIRP's data cubes](#) show that student enrollment at Carleton has remained relatively stable, with (for example) 30,139 students in Fall/Winter 2024-2025 compared to 30,231 students in the same period in 2023-2024. With relatively stable student enrollment but radical reductions in the staff who do the actual teaching (full-time instructors, CIs, and TAs), Carleton students face the prospect of fewer course offerings, more students in those classes that do run, and reduced personalized feedback and attention. How are instructors supposed to teach courses that deliver on institutional priorities (e.g., experiential learning, student engagement, authentic assessment tasks, etc.) if they have more students than ever but no additional – or perhaps even less – TA support than previously? How, in other words, will instructors be able to evaluate students without relying primarily or exclusively on high-stakes assessments that can be automatically graded (i.e., multiple-choice exams and the like)?

Response from Provost Pauline Rankin:

In response to the first question, the Provost reported that Graduate Studies is predicting a 7% growth in domestic graduate enrolment for 2025/26. Four out of five Faculties opted to adopt rolling graduate admissions this year and current accepted offers suggest that this strategy will help to grow Carleton's graduate programs. Graduate Studies has made no cuts to their base budget for scholarships for 2025/26. Entrance scholarships (\$3,000, based on GPA only) have been cut, in line with practices at other Ontario universities, but this decision has not made an impact on graduate applications and accepted offers.

Vice-Provost Graduate Studies Dan Siddiqi was recognized by the Chair and added that Graduate Studies is changing the kinds of offers they make to new graduate students. The offer will include a guaranteed dollar value instead of a guaranteed position; this will allow flexibility in placing students where needed. Vice-Provost Siddiqi noted that this approach is common in the university sector.

In response to the second question, the Provost reported that Deans are working with individual departments on this process to determine course offerings for 2025/26. The overall number of courses will be reduced but the goal is to ensure that programs will continue and that students have sufficient choice and variety. Faculties also are doing their best to ensure that there is no reduction in priority TA spending for 2025/26. The Provost added that Teaching & Learning Services offer a variety of supports for assessment strategies that go beyond multiple choice and they can be contacted for more information.

6. Administration (Clerk)

a) Senate Membership Ratification

The Clerk presented a memo to ratify 4 new FASS faculty members and 2 undergraduate students:

- Tim Haats FED – Faculty member - Industrial Design
- Gabriel Maracle – Faculty member - FPGA
- Maya Papineau – Faculty member - FPGA
- Simon Viel – Faculty member - Science
- Samantha Monastero – Undergraduate Student – FASS
- Ashley Paiva – Undergraduate Student - FASS

It was **MOVED** (C. Trudel, R. Renfroe) that Senate ratify the new Senate appointments, as presented, for service beginning immediately upon approval.

The motion **PASSED**.

b) Convocation Dates

The Clerk presented a motion to approve the suspension of Fall Convocation. This proposal follows a review of Convocation ceremonies at other post-secondary institutions across the province, and a consideration of Carleton's budget challenges. The Clerk noted that most Ontario universities, including the University of Ottawa, have already suspended their Fall Convocation ceremonies. The suspension would take effect in Fall of 2025, with November 2025 graduates invited to the June 2026 ceremony. The Clerk clarified that students do not need to attend Convocation in order to graduate; once Senate has approved the list of graduands, those students have officially graduated.

It was **MOVED** (G. Wainer, L. Kostiuk) that Senate approve the suspension of Fall Convocation effective as of Fall 2025, and the move to one Convocation period per year, to be held in the Spring (June).

Discussion:

In response to a question, the Clerk confirmed that June convocation would most likely be kept within one week but the number of ceremonies per day could increase.

In response to a question regarding cost savings, the VP Students & Enrolment noted that setup costs for Fall Convocation total approximately \$400K, with staff overtime costs added to that. A Senator added that in addition to cost savings, suspending the Fall Convocation will result in less disruption for the athletics centre and all of the activities normally scheduled in that facility during the week of Fall Convocation.

The motion **PASSED**.

7. Reports:

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

Committee Chair Julia Wallace presented 6 items for Senate approval and 6 items for information.

Items for approval:

Updating General Information - Co-op

It was **MOVED** (R. Renfroe, K. Hellemans) that Senate approves the revisions to R-UG-COOP-General Information effective for the 2025/26 Undergraduate Calendar as presented.

The motion **PASSED**.

The next four items from the memo were combined into an omnibus motion.

Revisions of Co-op admission and continuation requirements – various programs

It was **MOVED** (G. Lacroix, K. Graham) that Senate approves the revisions to TBD-1581 R-UG-COOP-B.A. B.Sc. Psychology, TBD-2294 R-UG-COOP-B.A. Human Rights and Social Justice, TBD-2293 R-UG-COOP-B.D.S. Admission and Continuation Requirements, and TBD 1585 R-UG-COOP-B.ENG Admission and Continuation Requirements effective for the 2025/26 Undergraduate Calendar as presented.

The motion **PASSED**.

Individual motions from the omnibus:

- THAT Senate approves the revisions to TBD-1581 R-UG-COOP-B.A. B.Sc. Psychology effective for the 2025/26 Undergraduate Calendar as presented.
- THAT Senate approves the revisions to TBD-2294 R-UG-COOP-B.A. Human Rights and Social Justice effective for the 2025/26 Undergraduate Calendar as presented.
- THAT Senate approves the revisions to TBD-2293 R-UG-COOP-B.D.S. Admission and Continuation Requirements effective for the 2025/26 Undergraduate Calendar as presented.
- THAT Senate approves the revisions to TBD 1585 R-UG-COOP-B.ENG Admission and Continuation Requirements effective for the 2025/26 Undergraduate Calendar as presented.

Update to Admission regulations for B. Sc. Nursing – additional language added for upper year admission for internal applicants (advanced standing)

It was **MOVED** (M. DeRosa, K. Hellemans) that Senate approves the revisions to TBD-2262 R-ADM-Program-Nursing B.Sc.N. effective for the 2025/26 Undergraduate Calendar as presented.

The motion **PASSED**.

Items for Information:

- Minor modifications – UG – Dec 3
- Minor modifications – GR – Dec 3
- Minor modifications – UG – Dec 17
- Minor modifications – GR – Dec 17
- Minor modifications – UG – Jan 21
- Minor modifications – GR – Jan 21

There was no discussion of these items.

b) Senate Quality Assurance and Planning Committee (SQAPC)

Committee Chair David Hornsby presented 1 cyclical review and 37 major modifications for Senate approval.

Cyclical Review: UG and GR Programs in Political Science

It was **MOVED** (D. Mendeloff, J. Greenberg) that Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the undergraduate and graduate programs in Political Science.

The motion **PASSED**.

Major Modifications:

To expedite the process the 37 major modification motions were combined into one omnibus motion.

It was **MOVED** (R. Renfroe, J. Wallace) that Senate approve the major modifications as presented.

A Senator asked for motion #28 to be pulled from the omnibus and to be discussed separately.

With motion #28 removed, the omnibus motion **PASSED**.

Individual motions from the omnibus:

- THAT Senate approve the deletion of the introduction of ACSE 3999 as presented with effect from Fall 2025.

- THAT Senate approve the introduction of the B.Cyber. course categories as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the minor in Cognitive Science as presented with effect from Fall 2025.
- THAT Senate approve the introduction of DATA 3999 as presented with effect from Fall 2025.
- THAT Senate approve the deletion of GINS 3900 and introduction of GINS 3910 as presented with effect from Fall 2025.
- THAT Senate approve the deletion of GINS 3901 and introduction of GINS 3911 as presented with effect from Fall 2025.
- THAT Senate approve the deletion of GPOL 3100 & 4908 and introduction of PSCI 4699 as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the BA Combined Honours in History with a Concentration in Public History as presented with effect from Fall 2025.
- THAT Senate approve the introduction of HRSJ 3999 as presented with effect from Fall 2025.
- THAT Senate approve the major modification to the Industrial Applications Internship Option for BCS Honours as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the stream and minor in Information Systems as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the streams in International Business and International Management and minor in International Business as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the streams in International Business and International Management and minor in International Business as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the minor in Supply Chain Management as presented with effect from Fall 2025.
- THAT Senate approve the deletion of the BSc (Hons) in Computational Biochemistry as presented with effect from Fall 2026.
- THAT Senate approve the introduction of the stream in User Experience and User Interfaces to the BCS Honours as presented with effect from Fall 2026.
- THAT Senate approve the introduction of the stream in Artificial Intelligence to the BEng in Software Engineering A stream as presented with effect from Fall 2025.
- THAT Senate approve the major modifications to the BCom concentration in International Business as presented with effect from Fall 2025.

- THAT Senate approve the major modification to the MA in Music and Culture programs as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the minor in Integrated Science as presented with effect from Fall 2025.
- THAT Senate approve the introduction of MECT 3999 as presented with effect from Fall 2025.
- THAT Senate approve the deletion of the minor in Industrial Economics as presented with effect from Fall 2026.
- THAT Senate approve the deletion of the BGInS Specializations and Streams in Global Literatures; and Global Migration and Transnationalism as presented with effect from Fall 2026.
- THAT Senate approve the major modification to the BGInS Specialization in Global Politics as presented with effect from Fall 2025.
- THAT Senate approve the deletion of the Concentrations in International Political Economy; and Natural Resources, Environment and Economy as presented with effect from Fall 2026.
- THAT Senate approve the major modification to the MA Art and Architectural History with collaborative specialization in Digital Humanities as presented with effect from Fall 2025.
- THAT Senate approve the deletion of CHST 4908 as presented with effect from Fall 2025.
- THAT Senate approve the deletion of the B.G.In.S. streams and specializations in French and Francophone Studies and Teaching English in Global Contexts as presented with effect from Fall 2026.
- THAT Senate approve the deletion of the minor in Professional Writing as presented with effect from Fall 2026.
- THAT Senate approve the introduction of the Bachelor of Data Science course categories as presented with effect from Fall 2025.
- THAT Senate approve the deletion of the MA programs in Religion and Public Life as presented with effect from Fall 2025.
- THAT Senate approve the major modification to HLTH 5813 as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the advanced completion option to the MSC in Health: Science, Technology and Policy as presented with effect from Fall 2025.
- THAT Senate approve the major modification to MCS and MCS specialization in Cybersecurity as presented with effect from Fall 2025.

- THAT Senate approve the major modification to MIT in Data Science Analytics and Artificial Intelligence as presented with effect from Fall 2025.
- THAT Senate approve the introduction of the minor in Business (Finance) as presented with effect from Fall 2025.
- THAT Senate approve the major modification to the PhD program in Linguistics, Language Documentation and Revitalization as presented with effect from Fall 2025.

Motion #28: Undergraduate Programs in Canadian Studies:

Committee Chair David Hornsby noted that the motion is to delete undergraduate programs in Canadian studies including the BA, BA Hons and combined Honours in Canadian Studies, the Mention Français, Mention Français Honours and Combined Honours, and the Minor in Quebec Studies. This decision has been made due to lack of enrolment and a shortage of teaching staff for these programs.

It was **MOVED** (A. Bowker, E. Gray) that Senate approve the deletion of the undergraduate programs in Canadian Studies as presented with effect from Fall 2025.

Discussion:

A Senator asked that motions to close programs not be included in an omnibus motion, as Senators would likely wish to discuss these proposals separately before voting on them. The Senator also noted that Canadian Studies is a long-standing important program at Carleton, dating from 1957; it was also suggested that previous decisions not to put resources into this program have resulted in the lower student enrolment and loss of faculty members dedicated to it. Courses in Canadian studies are still popular.

Senator Jody Mason proposed the following amendment to the motion:

It was **MOVED** (J. Mason, L. Madokoro) that the motion be amended to the following: THAT Senate approve the deletion of the undergraduate programs in Canadian Studies, *with the exception of the minor in Canadian Studies*, as presented with effect from Fall 2025.

During the discussion it became apparent that there was some confusion as to whether the minor in Canadian Studies was included in the list of programs to be cut through the original motion. The Dean of FASS proposed that Senate pause the discussion so

that FASS may reassess the motion and return to Senate with more information specifically regarding the minor in Canadian Studies

The motion to amend was **WITHDRAWN**.

It was **MOVED** (A. Bowker, A. Shotwell) that the motion regarding the deletion of undergraduate programs in Canadian Studies be postponed to the next meeting of Senate on February 28, 2025.

The motion to postpone the original motion **PASSED**.

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

Committee Chair Elinor Sloan presented a motion to ratify 4 new faculty members to 2 Senate committees:

- Senate Quality Assurance and Planning Committee
 - Matthias Neufang (Faculty member – Science)
 - Augustine Park (Faculty member – FASS)
 - Johan Voordouw (Faculty member – FED)
- Senate Student Academic Integrity Appeals Committee
 - Beth Hughes (Faculty member – FASS)

It was **MOVED** (E. Sloan, P. Rankin) that Senate ratify the nominees for Senate committees, as presented, for service beginning upon approval.

The motion **PASSED**.

d) Senate Review Committee (SRC) (G. Wainer) – Enrolment Report

Committee Chair Gabriel Wainer introduced this item. He reported that the Senate Review Committee, in following its mandate, met on January 20, 2025 to review the annual Enrolment Report submitted by the Vice-President Students & Enrolment (VPSE). After completing its review, the committee prepared a list of questions that were submitted to the OVPSE. The questions along with the Enrolment Report were circulated to Senators in advance in the Senate binder.

The VP Students & Enrolment, Suzanne Blanchard, then presented the Enrolment Report, addressing the questions of the Senate Review Committee in her presentation.

Undergraduate Provincial Count: Between 2023 and 2024, domestic undergraduate enrolment at Carleton has increased by 3% but international enrolment has declined by 55%. This decline is significantly higher than the 25% decrease predicted for this period. Declining international enrolments began during COVID but have continued as a result of recent IRCC policies and legislation. Overall domestic undergraduate enrolment is mostly flat, but graduation and retention rates have improved.

The VPSE next spoke to questions about government funding. Each academic program at Carleton is assigned a specific weighted grant unit. Some programs, such as those with labs for example, have a higher weighted grant unit. Graduate programs also are rated higher than undergraduate; as a result one graduate student would bring in more money from the government than one undergraduate student.

In terms of corridor funding, Carleton has been very close to the top of the corridor throughout the term of the current Strategic Mandate Agreement (SMA3).

New first year students per Faculty: FPGA and Sprott enrolment numbers are recovering and FED has achieved modest growth, with high results for Mechatronics and Aerospace/Mechanical Engineering. Science enrolment for first-year students has declined mostly because of declining international student numbers in Computer Science. However, greater interest is evident in Cybersecurity and Data Science.

For Fall 2025, the prediction for undergraduate enrolment is flat domestic enrolment and a continued decline in international enrolment of 20%.

Graduate Enrolment: Total domestic graduate enrolment has increased while international enrolment has declined, although this decline is less pronounced than it is for undergraduate students. It was noted that most of the graduate enrolments are part-time rather than full-time, so calculations are made using full-time equivalents to obtain a more accurate portrait.

New graduate enrolment has seen a healthy increase of 13% for domestic students, with a 34% decrease for international students. For Fall 2025, admissions for domestic masters should increase, but international enrolment is estimated to decline by approximately 10%. This decline can be offset by earlier conversion rates. Returning graduate enrolment shows positive growth throughout.

An analysis of undergraduate enrolment trends per Faculty shows potential slow growth in Sprott and recovery in FPGA, particularly in key programs such as Political Science,

Journalism and Economics. The Recruitment Office is continuing to work with individual departments on initiatives and strategies to further boost undergraduate enrolment within certain programs.

Master's enrolment trends show steady growth through all Faculties with a large recent increase in Sprott enrolment due to the new Online MBA program. In response to a question from the Senate Review Committee, VPSE Blanchard noted that without considering the MBA, Sprott's other Masters programs have experienced an increase in enrolment of 9% over a period of 3 years.

PhD enrolments are generally smaller and as a result they have more variations from year to year. Aside from the spike in new PhD enrolment spiked during COVID (in 2021), variations for other years are within normal parameters.

In response to a question from the Senate Review Committee on predictive modeling, the VPSE reported that Carleton uses the Ontario Ministry of Finance population projections which are based on data from Statistics Canada. In conjunction with Carleton's Office of Institutional Research and Planning (OIRP) the VPSE reviews the demographic data and also parses out regional changes and variety in preparing the report.

A regional comparison of undergraduate applications over a 10-year period shows positive increases in applications from Ottawa and Eastern Ontario, and some recovery in applications from the GTA since the decline during COVID. The recently approved new undergraduate programs could help to increase this enrolment moving forward. It was noted that Carleton was the first choice in 25% of the applications received from Ottawa and Eastern Ontario.

International undergraduate admissions have decreased in the past year, and there is a larger gap between the number of students confirmed and those who actually registered. This is due to VISA processing delays and other issues.

In response to a question from a Senator, VPSE Blanchard noted that recruitment from the United States is very challenging as the American post-secondary landscape provides so much choice and variety. The RO has developed initiatives for USA recruitment, but the market is not easy to pierce.

A Senator asked for more information on the lower enrolment numbers for students from the GTA. VPSE Blanchard responded that enrolment numbers declined for obvious

reasons during the pandemic and have been slow to recover. In the current economic climate, students in the GTA are less willing to move away from home to attend university. Strategies to improve this situation include renewed in-person recruitment in high schools and communities in the GTA and spreading awareness of Carleton's specialized new programs, such as Nursing, Mechatronics and Cybersecurity which could bring more students to Ottawa.

A Senator asked why first year admissions in Mechanical and Aerospace Engineering are 60% over the targets that were set. Another Senator added that resources within the department cannot handle such a large increase. For example, Aerospace labs have a maximum capacity of 160 students and last year over 200 students were admitted to the program. The VPSE noted first that targets are difficult to hit precisely and that the numbers in Mechanical and Aerospace Engineering do need to be stabilized. The Dean of the Faculty of Engineering and Design agreed that this is an unsustainable path, and that it is a challenge for the Faculty.

The Chair thanked the Senate Review Committee Chair and VPSE Blanchard for the presentation, and Senators for their engagement.

8. Reports for Information

- a) Senate Executive Minutes (October 8 + October 25 e-poll)
- b) Report from COU Academic Colleague

Council of Ontario Universities (COU) Academic Colleague Kim Hellemans spoke briefly to this report, noting that the COU is now focused on advocacy around the provincial government election and post-election strategies. COU is also formulating strategic messaging in response to the threat of US tariffs, that universities are well-positioned to handle the upscaling of potential labour market needs. Senator Hellemans concluded by urging Senators to engage with local MPs and MPPs to advocate for our sector.

9. Other Business

A Senator noted issues during the meeting with the sound system for those joining online and asked for this to be resolved by the next meeting. The University Secretary responded that IMS is aware of the issue and that the Secretariat staff is also aware and have been doing their best to provide a work-around until the issue is resolved.

19. Adjournment

The meeting was adjourned (L. Kostiuk, J. Chan) at 3:58 p.m.

