



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 29, 2021 at 2:00 pm  
Via Videoconference**

**MINUTES**

**Present:** A. Ahmad, S. Ajila, K. AlWazir, V. Asi, B.A. Bacon (Chair), M. Baez, M. Barbeau, O. Baysal, S. Blanchard, A. Bowker, D. Brown, N. Bruni, J. Bruno, A. Chandler, M. Close, T. Daniels, C. Davis, J. Dawson, D. Deugo, D. Dragunoiu, M. Gagne, P. Garcia, G. Garland, D. Gillberg, R. Goubran, S. Gulati, M. Haines, B. Hallgrímsson, K. Hellemans, O. Hobbs, C. Joslin, L. Kostiuk, J. Kovalio, B. A. Kuzmarov (Clerk), E. Kwan, A. Lannon, C. Laurendeau, K. Lucas, A. Luko, M. Lundy, C. Macdonald, B. MacLeod, R. McKay, J. Moore, H. Nemiroff, B. O'Neill, J. Paulson, M. Piché, P. Rankin, D. Russell, S. Sadaf, J. Sinclair-Palm, S. Sivathayalan, E. Sloan, P. Smith, D. Sprague, R. S. Sundarraj, J. Taber, K. Taylor, N. Tilokani, J. Tomberlin, A. Tremblay, C. Trudel, L. Tsintsadze, C. Viju, K. von Finckenstein, J. Voordouw, J. Wallace, K. Weary, P. Wilson, J. Wolfart, P. Wolff, B. Wright

**Regrets:** S. Maguire, J. Milner, M. Rooney

**Absent:** D. Edi, F. Hosseinian, B. Popplewell, J. Stoner, W. Ye

**Guests (Presenters):** L. Dyke, L. Gavey (Banfield), S. Simpson (Ipsos)

**Guests (External, Observers):** D. Adie Boyd (Ipsos), V. Gravel (Banfield), S. Khan (Ipsos)

**Recording Secretary:** K. McKinley

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## 1. Welcome & Approval of Agenda (open)

The Chair welcomed Senators to the first Senate meeting of 2021, and extended a warm welcome to new Senators Marlene Lundy (FASS) and Paulo Garcia (FED). He reviewed the Senate virtual meeting protocols and noted that Senate has been meeting virtually for almost one year.

The Chair observed that January 8 marks the one-year anniversary of the crash of Ukraine International Airlines Flight 752, in which 2 members of the Carleton community perished along with 174 others. The Chair expressed condolences to family and friends

of these victims, along with the victims of the current pandemic, which has claimed the lives of more than 20,000 Canadians and 2 million people worldwide. He also honoured the recent passing of long-time Carleton staff member MaryAnn Pomainville and Professor Raymond Burr and offered condolences to those who knew them.

It was **MOVED** (M. Haines, K. AlWazir) that Senate approve the open agenda for the meeting of Senate on January 29, 2021, as amended.

The motion **PASSED**.

## 2. Minutes: November 27, 2020 (Open Session)

It was **MOVED** (P. Smith, K. AlWazir) that Senate approve the minutes of the Open Session of the Senate meeting of November 27, 2020, as presented.

The motion **PASSED**.

## 3. Matters Arising

The EDI Action Plan and the International Strategic Plan, both of which had been presented to Senate in November, have been finalized and are moving into implementation. The Chair noted as well that the Carnegie Classification application was successfully submitted in December, 2020.

## 4. Chair's Remarks

The Chair began his remarks with an update on the pandemic and its impact on Carleton over the past few months. Since the last Senate meeting in November, the Ontario government has imposed a province-wide state of emergency and stay-at-home order in response to spiking numbers in the second wave of the pandemic. Carleton courses are online for the Winter 2021 semester. A decision on the Summer 2021 term will be presented later in the meeting. Plans for the Fall and Winter 2021-22 terms will evolve as the vaccination rate in Ontario becomes clearer over the next 3 – 5 months.

The Chair provided Senators with the following highlights:

- Giving Tuesday this year was conducted entirely online for the first time on December 2, 2020. 55 projects were featured on the Future Funder website and a total of approximately \$1.2M was raised in 24 hours. With the matching funds provided by the university the donation total surpassed \$2M, which is a new high for Carleton. The Chair thanked all project champions and those who contributed to make this the most successful Giving Tuesday in Carleton's history.
- Research funding at Carleton has increased by 50% over the past two years, for a total of \$81M. Carleton is the only university to rank within the top 3 for research

growth for two years in a row. The Chair congratulated all researchers at Carleton for the quality and impact of their work.

- Carleton continues to be a leader in the university sector in sustainability, with the launch of the new plan *Strive for Sustainability*. Carleton has been named as the most sustainable university in Ontario and the second most sustainable campus in Canada by UI GreenMetric.
- December 6, 2020 was the National Day of Remembrance and Action on Violence Against Women, marking the 31<sup>st</sup> anniversary of the massacre of 14 female engineering students at the Ecole Polytechnique in Montreal in 1989. The Chair thanked the Faculty of Engineering and Design for organizing a virtual event commemorating this tragedy.
- December 15, 2020 marked the fifth anniversary of the release of the Truth and Reconciliation Commission Report. Carleton continues to make positive changes on and off campus thanks to the ground-breaking work of CUSIIC and the release of *Kinàmàgawin*, Carleton's Indigenous Strategy.
- The Chair extended congratulations to the following members of Carleton's community for their recent achievements:
  - Carleton Chancellor Yaprak Baltacioğlu has been renewed as Chancellor for a second three-year term, and also has received the Order of Canada.
  - Carleton Distinguished Research Professor Jagmohan Kumar from the Faculty of Engineering and Design also was named to the Order of Canada.
  - Professor Melanie Adrian from the Department of Law & Legal Studies has been awarded the Order of Ontario. Professor Adrian is a leader for Carleton's Scholars at Risk program, and she co-founded *Be the Choice*, a non-profit organization that helps cancer patients to navigate the medical system.
- On Tuesday January 26, 2021, best-selling Indigenous author Jesse Thistle spoke to the Carleton community as part of Carleton's annual *Bell Let's Talk Day*. In his presentation, entitled *Different Dimensions of Indigenous Homelessness, Through Lived Experience and Life Story*, Jesse Thistle shared his personal story of trauma, homelessness and mental health challenges and explored the complexities of Indigenous homelessness in Canada. Almost 600 people attended the event.
- The last week of January is Sexual Assault Awareness Week at Carleton. Thanks are due to Bailey Reid and the team at Equity and Inclusive Communities for preparing a variety of workshops and events related to this critical issue.

The Chair concluded his remarks by reminding Senators of the following upcoming events:

- Winter Break February 15 – 19, 2021
- Service Excellence Awards on February 23, 2021
- *Kinàmàgawin* Symposium on February 25, 2021

## 5. Question Period

One question was submitted in advance by Senator N. Tilokani:

*There are numerous graduate students who have not had access to their labs for research due to the COVID-19 pandemic, and whose research has been delayed. Are there any plans to provide (a) tuition rebates, for the semesters that they were not able to conduct research, but had to pay tuition? Furthermore (b) what are Carleton's plans to support these students, given that their research timelines have been altered, and their funding will run out?*

Response from Provost:

Prioritized access to the campus has been provided to graduate students who need it from the beginning of the pandemic, and most have been able to continue to work in their labs. However, others, such as those conducting field research on human subjects, have not been able to carry out their research because of the restrictions on social interaction. The Faculty of Graduate and Postdoctoral Affairs is able to extend timelines and is working with individual graduate students who may be having challenges with their research as a result of the pandemic. In terms of support, graduate students who are registered and hold TA-ships or RA-ships should still be receiving the same funding. If a graduate student cannot continue their research, and is not engaged as a TA or RA, they should consider taking a leave of absence which can be approved. The period of eligibility for TA-ships has also been extended to allow for an extra year of funding, if needed. And finally, financial resources are available for those most in need and on a case by case basis. Students are encouraged to contact FGPA to arrange for a meeting to discuss their individual needs.

## 6. Administration (Clerk)

### a. Membership renewal

A Call for Nominations for anticipated 2021/22 faculty vacancies on Senate will be distributed to all faculty members and Instructors in early February. The nomination period will close on March 5<sup>th</sup>. The Clerk also reminded Senators to contact the Senate Office if they are planning a sabbatical or other leave for the 2021/22 academic year, as those vacancies will need to be filled as well.

The Clerk also announced that a Call for Nominations for the position of Clerk of Senate will be released in early February, and that she will not be continuing as Clerk of Senate. All interested and eligible faculty members are encouraged to apply. The term for Clerk and faculty members serving on Senate is three years, and begins on July 1<sup>st</sup>.

The Chair congratulated the Clerk of Senate on her new appointment as Chair of the Department of Law & Legal Studies, and noted that she will be greatly missed at Senate.

## 7. Reports:

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

A memo containing twelve items for approval and three items for information was circulated to Senators in advance.

#### Items for Approval:

i) Best Grade Regulation 3.2.4 – Cumulative GPA (replaces the use of most recent grade for audit)

It was **MOVED** (H. Nemiroff, K. AlWazir) that Senate approves the revisions to regulation R-UG-3.2.4 The Cumulative Grade Point Average for 2020/21 Undergraduate Calendar, as presented.

The motion **PASSED**.

ii) B. Eng. Regulations: R-UG-B.Eng. (most recent grade used must be a pass)

It was **MOVED** (H. Nemiroff, S. Sivathayalan) that Senate approve the changes to the R-UG-B.Eng. effective for the 2020/21 Undergraduate Calendar, as presented. The motion **PASSED**.

iii) Engineer Regulations – R-UG-3.2.2 Three Attempts (replaces "three failures" language)

It was **MOVED** (H. Nemiroff, B. MacLeod) that Senate approve the revisions to regulation R-UG 3.2.2 Three Attempts of a Course for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

iv) Additional Regulations for B.A. (new breadth options for Humanities students)

It was **MOVED** (H. Nemiroff, S. Ajila) that Senate approve the revisions to R-UG- Additional Regulations for BA for the 2021-22 Undergraduate Calendar, as presented.

The motion **PASSED**.

v) Admissions Regulations – Advance standing B. Com. (re B. Com. Pathway)

It was **MOVED** (H. Nemiroff, D. Brown) that Senate approves the revisions to regulation R-ADM-B. Com. – Advanced standing B. Com. For 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

vi) **Deletion: R-UG-3.2.7 Bachelor of Social Work** (progression aligning with ACE framework)

It was **MOVED** (H. Nemiroff, B. O'Neill) that Senate approves the revisions to regulation R-UG-3.2.7 Social Work for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

vii) **Deletion – R-ADM-Program-Certificate in American Sign Language**

It was **MOVED** (H. Nemiroff, M. Lundy) that Senate approves the removal of R-ADM-Program-C.A.S.L. for the 2021/22 Undergraduate Calendar, as presented.

A Senator asked if ASL will be taught in some capacity at Carleton. In response it was noted that courses in ASL will still be available, as will the minor in ASL.

The motion **PASSED**.

viii) **R-UG-COOP-General Information** (removal of English Language Proficiency Requirement – already part of admissions process)

It was **MOVED** (H. Nemiroff, A. Tremblay) that Senate approves changes to R-UG-COOP – General Information for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

ix) **B.A. French Co-op Admission and Continuation Requirements**

It was **MOVED** (H. Nemiroff, K. AlWazir) that Senate approves changes to R-UG-COOP B.A. French for the 2021/22 Undergraduate Calendar, as presented.

The motion **PASSED**.

x) **B. Math Co-op Admission and Continuation Requirements** (adding STAT 3999 to Co-op option)

It was **MOVED** (H. Nemiroff, P. Wolff) that Senate approves changes to R-UG-COOP B. Math for the 2021-22 Undergraduate Calendar, as presented.

The motion **PASSED**.

xi) **B.G.IN.S. Co-op Admission and Continuation Requirements** (introduction of Co-op option for BGINS)

It was **MOVED** (H. Nemiroff, B. O'Neill) THAT Senate approves changes to R-UG-COOP B.G.IN.S. for the 2021-2 Undergraduate Calendar, as presented.

The motion **PASSED**.

xii) **B.Sci. ISAP Co-op Admission and Continuation Requirements** (addition of a Co-op option)

It was **MOVED** (H. Nemiroff, C. Macdonald) that Senate approves changes to R-UG-COOP B.Sc. ISAP for the 2021-22 Undergraduate Calendar, as presented.

The motion **PASSED**.

In response to a question it was noted that co-op placements are continuing in a virtual capacity during the pandemic.

**Items for Information:**

The following items were presented for information:

- Glossary Definitions
- Minor Modifications: December 1, December 15, January 19
- Editorial/Collateral Changes December 2020

**7-Reports (cont'd):**

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

Committee Chair Dwight Deugo presented 19 major modifications for approval via an Omnibus motion.

**Omnibus Motion for Major Modifications**

It was **MOVED** (D. Deugo,) that Senate approve the major modifications as presented below with effect from Fall 2021.

The motion **PASSED**.

**Individual Motions from the Omnibus Motion:**

**Major Mod – Individual Motion #1 – Certificate in Science and Policy**

MOTION: That Senate approve the introduction of the Certificate in Science and Policy as presented with effect from Fall 2021.

**Major Mod - Individual Motion #2 – Minor in Critical Race Studies**

MOTION: That Senate approve the introduction of the Minor in Critical Race Studies as presented with effect from Fall 2021.

**Major Mod – Individual Motion #3 – Concentration in Public History**

MOTION: That Senate approve the introduction of the Concentration in Public History as presented with effect from Fall 2021.

**Major Mod – Individual Motion #4 – B.Eng. Mechanical Engineering, Concentration in Integrated Manufacturing**

MOTION: That Senate approve the deletion of the concentration in Integrated Manufacturing from the BENG in Mechanical Engineering program as presented with effect from Fall 2021.

**Major Mod – Individual Motion #5 – Certificate in American Sign Language**

MOTION: That Senate approve the deletion of the Certificate in American Sign Language as presented with effect from Fall 2021.

**Major Mod – Individual Motion #6 – BUSI 3701 & BUSI 3702**

MOTION: That Senate approve the introduction of BUSI 3701 & 3702 as presented with effect from Fall 2021.

**Major Mod – Individual Motion #7 – IPAF 3900 and IPAF 3901**

MOTION: That Senate approve the deletion of IPAF 3900 & 3901 as presented with effect from Fall 2021.

**Major Mod – Individual Motion #8 – ANTH 4900**

MOTION: That Senate approve the major modification to ANTH 4900 as presented with effect from Fall 2021.

**Major Mod – Individual Motion #9 – ANTH 4100**

MOTION: That Senate approve the introduction of ANTH 4100 as presented with effect from Fall 2021.

**Major Mod – Individual Motion #10 – BCS, Mobile Computing & Network Computing Streams**

MOTION: That Senate approve the deletion of the streams in Mobile Computing and Network Computing from the BCS programs as presented with effect from Fall 2021.

**Major Mod – Individual Motion #11 – STAT 4905**

MOTION: That Senate approve the introduction of STAT 4905 as presented with effect from Fall 2021.

**Major Mod – Individual Motion #12 – PhD Economics**

MOTION: That Senate approve the major modification to the admission requirements for the PhD in Economics as presented with effect from Fall 2021.

**Major Mod – Individual Motion #13 – Master of Arts, Art History**

MOTION: That Senate approve the program name change from Art History to Art and Architectural History for the MA programs as presented with effect from Fall 2021.

**Major Mod – Individual Motion #14 – PhD Mathematics and Statistics**

MOTION: That Senate approve the major modification to the admission requirements for the PhD in Mathematics and Statistics as presented with effect from Fall 2021.

**Major Mod – Individual Motion #15 – STAT 6909**

MOTION: That Senate approve the introduction of STAT 6909 as presented with effect from Fall 2021.

**Major Mod – Individual Motion #16 – Master of Public Policy and Administration, Specialization in Data Science**

MOTION: That Senate approve the major modification to the Master of Public Policy and Administration, specialization in Data Science as presented with effect from Fall 2021.

**Major Mod – Individual Motion #17 – Master of Public Policy and Administration, Concentration in Indigenous Policy and Administration**

MOTION: That Senate approve the major modification to the Master of Public Policy and Administration, concentration in Indigenous Policy and Administration as presented with effect from Fall 2021.

**Major Mod – Individual Motion #18 – PhD International Affairs**

MOTION: That Senate approve the major modification to the PhD program in International affairs and the introduction of INAF 6400 as presented with effect from Fall 2021.

**Major Mod – Individual Motion #19 – MA International Affairs, Specialization in Data Science**

MOTION: That Senate approve the introduction of the specialization in Data Science to the MA in International Affairs as presented with effect from Fall 2021.

Committee Chair Dwight Deugo next presented SQAPC's final report on the pivot to remote teaching that occurred in the Summer and Fall of 2020. The first part of the presentation focussed on a review of the activities of scheduling and examinations services over the Fall semester. Highlights include the following:

- Training and consultations have continued throughout the fall

- Final exams in December were mostly fixed duration exams
- Support was provided for exam building and accommodation requests throughout the term, but 62.5% of instructors did not require any support for the actual exam.
- A system was introduced to track support tickets

Results from the student survey were presented next. The survey was sent to 31,025 students on November 8, with reminders on November 13 and 18. Engagement was strong, with a 43% response rate. Highlights from the data include the following observations:

- Students were generally able to access technology successfully
- Access to Internet and specialized software packages sometimes was a challenge
- CU Learn, BBB, and Zoom were used extensively by students
- Motivation and lack of in-person contact were identified as issues, although students did appreciate the accessibility of the online courses, and some appreciated not having to commute to campus
- 64.2% of students were satisfied with their online courses, which is in line with the level of satisfaction measured at other universities
- A blended format for courses (synchronous/asynchronous) is preferred
- Students consider the workload for online courses to be more demanding

A Senator asked if e-proctoring was well received by students, and whether academic integrity and grade inflation were of concern. Senator Deugo noted that e-proctoring experiences vary and the data from the survey does not speak to this question. Academic integrity groups are meeting with the Associate Deans to discuss academic integrity issues. Individual Faculty results from the survey have been sent to the Deans, and greater detail may be found there.

A Senator noted that course delivery has been offered exclusively online for almost a year; he asked whether this data will be used to offer courses to students remotely in the future or to develop hybrid forms of delivery. In response, the committee Chair noted that there have been few or no major modifications to change the delivery system for an entire program, but that it could be a possibility moving forward, depending on the preference of the individual unit and the needs of students.

A Senator asked if the survey measured student satisfaction around labs or lab replacement activities, which might yield quite different responses than the virtual classroom activities. In response, it was suggested that the Senator contact individual Faculties, such as Science, for more information on these specific results.

A Senator noted that responses to the survey may change over time, as students begin to feel increasingly isolated or frustrated with online learning. The Chair agreed that it is important to continue to monitor preferences over time and to adjust the response as required. It was also noted that Carleton is making appropriate increases to mental health supports to respond to the rise in mental health issues as evidenced by the survey.

The Chair thanked the members of SQAPC for their work on this project.

## 7-Reports (cont'd):

### c. Senate Academic Governance Committee (Clerk)

The Clerk of Senate spoke to this item. As part of its work this year, the Senate Academic Governance Committee has been updating and standardizing the format of all Senate committee Terms of Reference. A memo plus revised Terms of Reference for the Senate Medals & Prizes Committee were circulated to Senators in advance.

It was **MOVED** (B. Kuzmarov, J. Sinclair-Palm) that Senate approve the changes to the Terms of Reference for the Senate Medals & Prizes Committee, as presented.

The Clerk observed that the Faculty of Graduate and Postdoctoral Affairs was named incorrectly in the circulated Terms of Reference, and that the error has been corrected.

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

## 8. CUSP Recommendations – Summer 2021

Deputy Provost Lorraine Dyke presented the recent report from the Carleton University Scenario Planning Group (CUSP) regarding their recommendations for the summer 2021 term. Due to the continuation of the second wave of the pandemic and the slow start to the rollout of vaccinations, CUSP is recommending that courses continue to be mostly online for the Summer of 2021. Some courses or portions of courses may be delivered in person on a voluntary basis, if circumstances allow and the appropriate approvals have been obtained, but instructors of those courses need be prepared to pivot to online delivery at short notice if necessary. CUSP recommends that research access to the campus continue to be prioritized, particularly for graduate students, and that online supports for students and instructors continue to be offered.

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

Discussion:

In response to a question, the Provost clarified that in-person learning over the summer would be voluntary for both students and instructors. He added that studying over the summer is not required for students and that any mandatory courses offered over the summer term would be available in the Fall/Winter terms as well.

The motion **PASSED**.

A Senator asked for an update on Fall 2021 planning. The Chair responded that there are not enough facts available at this time to speculate on how the university will be able to operate in the fall, but that all universities have reasons to be cautiously optimistic depending on the rollout of the vaccine. Any decisions made by the university will be based on facts and data, and will need to comply with the governmental guidelines and health regulations. The Chair asked Senators for their patience as both the progression of the second wave of COVID and the rate of vaccination become clearer in the coming months.

## 9. Reputation Strategy

The Chair of Senate introduced this item.

To bring Carleton's reputation more in line with its considerable achievements and successes, Carleton has begun a reputational enhancement project to be led by Chief Communications Officer Tony Frost, who will be working with external partners Banfield Agency and Ipsos Public Affairs.

Tony Frost provided a brief introduction to the 4-phase project, before turning the presentation over to Lindsay Gavey, Strategy Director of Banfield Agency, and Sean Simpson Vice-President of Ipsos Public Affairs to provide a summary of the initial research phase of the project.

The presentation provided 7 key findings from the research conducted as phase one:

- Carleton needs to better define its identity and to share its story in a way that builds awareness and reputation.
- Core attributes (community-oriented, caring, diverse) should be retained, but new associations (innovation, excellence, intelligence) should be built as well.
- Carleton's leadership in accessibility and sustainability, mental health and wellness, and Equity, Diversity and Inclusion needs to be leveraged.
- Experiential Learning and career readiness are key; flexibility, community engagement, and business networks should be highlighted.
- Real world impact needs to be demonstrated. Carleton's research achievements should be highlighted and publicized.
- Carleton needs to move beyond its local bubble towards global engagement.

- Carleton should leverage its institutional youth, growth and momentum as a strength.

The presentation concluded by outlining the timelines for the rest of the project:

- Phase 2 – Strategy Development (February)
- Phase 3 – Creative Development (March)
- Phase 4 – Implementation (Fall 2021)

A Senator asked what success would look like, at the end of this process. CIO Tony Frost replied that a successful reputation building project would ultimately result in greater awareness, well-defined identity, greater profile and reputation for Carleton in the field, which will result in an increase in student applications and first-choice applications, plus an increase in donations and opportunities for research.

A Senator asked CIO Frost to comment on his experiences at Waterloo University, in particular on aspects of their successful reputational campaign that might be applicable for Carleton. Mr. Frost noted that the process involved, including research, identifying strengths and unique qualities, brand strategy and implementation is the same, but individual outcomes will differ.

A Senator asked how Carleton can maintain its unique identity if, in order to develop and strengthen its brand, it needs to adopt some of the strengths of other universities such as global awareness and innovation. In response it was noted that key aspects of the project include identifying Carleton's core strengths and unique qualities. Overlapping qualities with other universities will occur, but telling Carleton's story ultimately involves highlighting what makes us unique.

In response to another question, CIO Tony Frost noted that leveraging Carleton's 150,000 alumni as advocates is an important part of the strategy. Alumni must be engaged and involved in the launch and the rollout of the project and in the story that is created through the process.

The Chair thanked Senators for their questions, comments and support for this project, and he thanked Tony Frost and the representatives from Banfield and Ipsos for the presentation and for their work on this initiative.

## **10. Reports for Information**

### **a) Senate Executive Minutes (November 17, 2020)**

There was no discussion of this item.

## **11. Other Business**

There was none.

## **12. Adjournment**

The meeting was adjourned (J. Tomberlin, J. Sinclair-Palm) at 4:08 p.m.