



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Campus Law Review Committee
Approved Open Session Minutes

Thursday, November 22, 2012
3-07, South Academic Building
9:30 AM – 11:00 AM

ATTENDEES:

Voting Members:

Steven Penney	(Elected from at-large) Staff Member and appointed by GFC Executive Committee, Chair, GFC CLRC
Frank Robinson	Vice-Provost and Dean of Students
Grace Berry (Delegate)	Director, University of Alberta Protective Services
Dima Utgoff	Director of Residence Services
Natalie Sharpe (Delegate)	Student OmbudService
Huimin Zhong (Delegate)	Graduate Students' Association
Kaibree Drake	Residences
Dustin Chelen (Delegate)	Students' Union Executive
Elaine Geddes	Academic Staff
Adrienne Wright	Staff from A1.0, A2.0 and/or B1.0
Gabrielle Saurette	Student at-large

Non-Voting Members:

Michael Peterson	Appeals Coordinator
Garry Bodnar	Director of GFC Services and Secretary to GFC

Presenters:

Marion Haggarty-France	University Secretary
Joanna Harrington	Associate Dean, Faculty of Graduate Studies and Research
Steven Penney	Chair, GFC Campus Law Review Committee
Michael Peterson	Appeals and Compliance Officer, University Governance
Iva Spence	University Governance

Staff:

Garry Bodnar	Coordinator, GFC Campus Law Review Committee
Marion Haggarty-France	University Secretary
Andrea Patrick	Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Geddes/Robinson

THAT the GFC Campus Law Review Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of September 27, 2012

Materials before members are contained in the official meeting file.

Motion: Wright/Geddes

THAT the GFC Campus Law Review Committee approve the Minutes of September 27, 2012.

CARRIED

3. Comments from the Chair

There were no comments.

ACTION ITEMS

4. Changing the Definition of “Dean” in the Code of Student Behaviour – Proposal from the Faculty of Graduate Studies and Research (FGSR)

Materials before members are contained in the official meeting file.

Presenter: Joanna Harrington, Associate Dean, Faculty of Graduate Studies and Research (FGSR)

Purpose of the Proposal: A proposed change to the definition of “Dean” in the Code of Student Behaviour to enable Faculties with course-based Master’s degree programs to handle complaints of inappropriate academic behaviour in all courses, including the capping exercise. At present, these Faculties handle all such complaints but for those arising in a capping exercise.

Discussion:

Mr Bodnar suggested a friendly amendment to amend the effective date to December 17, 2012. Dr Harrington agreed to the amendment.

Dr Harrington explained that the proposal is intended to minimize confusion about the correct administrative path to address complaints surrounding inappropriate academic behavior, and the item merely changes definitions in order to provide this clarity.

Motion: Geddes/Robinson

THAT the GFC Campus Law Review Committee approve, under delegated authority from General Faculties Council, the proposed change to the Code of Student Behaviour (Section 30.2.12 - Definition of ‘Dean’), as submitted by the decanal team for the Faculty of Graduate Studies and Research (FGSR) and as set forth in Attachment 1, as amended, to take effect December 17, 2012.

CARRIED

5. Proposed Editorial Changes to the Code of Applicant Behaviour (Section 11.8), Code of Student Behaviour (Section 30.2), and the Practicum Intervention Policy (Definitions)

Materials before members are contained in the official meeting file.

Presenter: Michael Peterson, Appeals and Compliance Officer

Purpose of the Proposal: The title of Appeals Coordinator was changed prior to the incumbent being hired into the position as the Appeals and Compliance Officer. To avoid potential confusion, the definition of Appeals Coordinator is being updated to connect the title with the role.

Discussion:

Mr Peterson explained that when he recently joined the University Governance team to assume the role of what was formally known as "Appeals Coordinator", the job title was changed to "Appeals and Compliance Officer" to more accurately reflect his duties and provide clarity to the University community.

Motion: Utgoff/Chelen

THAT the GFC Campus Law Review Committee approve, under delegated authority from General Faculties Council, proposed changes to the Code of Applicant Behaviour (Section 11.8.3 (Definitions)); Code of Student Behaviour (Section 30.2 (General Definitions)); and the Practicum Intervention Policy ('Definitions')), as submitted by the Appeals and Compliance Officer and as set forth in Attachment 1, to take effect December 17, 2012.

CARRIED

6. Proposed 'Housekeeping' Changes to the Code of Student Behaviour (Section 30.6) and the Practicum Intervention Policy (Section 87.9)

Materials before members are contained in the official meeting file.

Presenter: Iva Spence, University Governance

Purpose of the Proposal: General housekeeping changes to remove references to the GFC Policy Manual; to make it clear that each party is allowed one advisor at a hearing; and to update who gets copied on decisions.

Discussion:

Ms Spence explained that the proposal contains housekeeping changes meant to update policy and to clarify that each party is allowed only one advisor at a hearing, as she constantly received requests from individuals requesting more than one advisor.

Professor Penney asked why the Motion before members is a recommending one, as the proposal seems to encompass editorial changes, and Mr Bodnar replied that, given there were changes to Section 30.6 of the Code being proposed, it is the responsibility of the GFC Executive Committee (and not GFC CLRC) to determine this and decide whether to approve the revisions under delegated authority or to recommend the (proposed) revisions on to General Faculties Council (GFC).

Motion: Chelen/Saurette

THAT the GFC Campus Law Review Committee recommend to the GFC Executive Committee proposed changes to the Code of Student Behaviour (Section 30.6.1 (Initiation of an Appeal)), (Section 30.6.2 (Terms of Reference and Powers)), and (Section 30.6.5 (Procedures at the UAB Hearing)) and to the Practicum Intervention Policy (Section 87.9 (Procedures at the GFC PRB

Hearing)), as set forth in Attachments 1 and 2, to take effect December 17, 2012.

CARRIED

DISCUSSION ITEMS

7. Office of Student Judicial Affairs 2011/12 Annual Report and Statistics

Materials before members are contained in the official meeting file.

Presenter: Deborah Eerkes, Director, Office of Student Judicial Affairs

Purpose of the Proposal: To provide GFC CLRC with the annual report and statistics of the OSJA for the 2011/12 academic year.

Discussion:

Professor Penney explained that, as the presenter is unable to attend today's meeting due to illness, the Committee could review the item independently or request that the item be brought back for discussion to GFC CLRS's next meeting. Members voiced their preference to bring the item back to the next GFC CLRC meeting.

8. Annual Report to General Faculties Council (GFC) from the Appeals Coordinator (July 1, 2011 to June 30, 2012)

Materials before members are contained in the official meeting file.

Presenter: Iva Spence, University Governance

Purpose of the Proposal: To provide the annual report of statistics as required by GFC policy.

Discussion:

Ms Spence highlighted several items within the Annual Report and concluded that, overall, the statistics reflect an increase in charges and offenses in several categories. She explained that although she was not aware of a specific reason for the rise, it may be the result of increased reporting.

Dean Robinson stated that he would like to investigate creating an annual report around student life in relation to residence activities which would capture various issues around campus from a risk management perspective. Mr Bodnar requested that Dr Robinson e-mail Mr Bodnar and Ms Haggarty-France if he would like to pursue this idea. Professor Penney added that these types of reviews are important for the University, and GFC CLRC would welcome such reporting. Ms Haggarty-France stated that as the culture and activities on campus change, the necessity to compile and review these types of reports becomes increasingly crucial from a strategic planning perspective. Dr Geddes said that the Associate Dean membership on GFC Academic Standards Committee (GFC ASC) would also be interested in reviewing such a report, for information and comparative purposes.

Mr Bodnar advised Ms Berry that a report from her unit would likely be requested by University Governance at some point in the near to medium future, as well, for review at GFC CLRC and GFC Executive Committee. Ms Sharpe added that the Student OmbudService is working, too, on reviving its annual report.

9. Chart of Proposed Changes to Appeal Regulations

Materials before members are contained in the official meeting file.

Presenter: Marion Haggarty-France, University Secretary

Purpose of the Proposal: To ensure stakeholders connect and share the status of contemplated changes and, where possible, coordinate efforts.

Discussion:

Ms Haggarty-France stated that the Chart of Proposed Changes to Appeal Regulations is intended to apprise the Committee on recent and ongoing projects related to the mandate of GFC CLRC.

Mr Chelen enquired about the status of the Comprehensive Communication plan, and Ms Haggarty-France replied that it is still a work in progress.

10. Question Period

Mr Bodnar asked if this would be the last meeting for Mr Utgoff due to his impending retirement, and Mr Utgoff confirmed this. Professor Penney thanked Mr Utgoff for his dedicated service to the University of Alberta as well as to GFC CLRC and congratulated him on his retirement.

INFORMATION REPORTS

11. Items Approved by the GFC Campus Law Review Committee by E-Mail Ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

13. Adjournment

The Chair adjourned the meeting at 10:05 am.