



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Executive Committee
Approved Open Session Minutes

Tuesday, October 09, 2012
2-31, South Academic Building
2:00 PM – 4:00 PM

ATTENDEES:

Voting Members:

Martin Ferguson-Pell	Acting Provost and Vice-President (Academic) and Chair, GFC Executive Committee (Delegate)
Colleen Skidmore	Provost and Vice-President (Academic) (Delegate)
Gerry Kendal	Vice-Provost and University Registrar
Dustin Chelen	Students' Union Vice-President (Academic)
Nathan Andrews	Graduate Students' Association Vice-President (Academic)
Ed Blackburn	Academic Staff, Member of GFC
Lise Gotell	Academic Staff, Member of GFC
Wendy Rodgers	Academic Staff, Member of GFC
Chris de Gara	Academic Staff, Member of GFC
Anita Molzahn	Academic Staff, Member of GFC
Duncan Saunders	Academic Staff, Member of GFC
Adam Woods	Undergraduate Student

Presenter(s):

Martin Ferguson-Pell	Acting Provost and Vice-President (Academic) and Acting Chair, GFC Executive Committee
Chris Hackett	Discipline Officer, Office of Student Judicial Affairs
David Johnson	Special Advisor to the Provost
Gerry Kendal	Vice-Provost and University Registrar
Anastasia Lim	Executive Director, University Relations
Frank Robinson	Vice-Provost and Dean of Students
Dima Utgoff	Director, Residence Services
Anna Vocioni	Assistant Registrar (Examinations and Timetabling), Office of the Registrar
Sarah Wolgemuth	Associate Director, Residence Life

Staff:

Garry Bodnar	Coordinator, GFC Executive Committee and Scribe
Marion Haggarty-France	University Secretary

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Skidmore/Blackburn

THAT the GFC Executive Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of September 10, 2012

Materials before members are contained in the official meeting file.

Motion: Blackburn/Rodgers

THAT the GFC Executive Committee approve the Minutes of September 10, 2012.

CARRIED

3. Comments from the Chair

The Chair commented on a number of items of interest to members.

ACTION ITEMS

4. 2013 – 2014 Academic Schedule

Materials before members are contained in the official meeting file.

Presenters: Gerry Kendal, Vice-Provost and University Registrar; Anna Vocioni, Assistant Registrar (Examinations and Timetabling), Office of the Registrar

Purpose of the Proposal: To provide deadline dates for the 2013-2014 Academic Year.

Discussion:

Mr Kendal presented this annual item of business to members. He noted the purpose of the proposal before members was to formally establish deadline dates for the 2013–2014 Academic Year to be published in the 2013–2014 *University Calendar* (the dates of the Academic Schedule run from July 1, 2013 to June 30, 2014). He stated that drafts of this Academic Schedule had been circulated widely in an electronic format to the University community for comment and, as necessary, correction. In turn, Mr Kendal walked members through the documentation before them.

Mr Chelen queried the appropriateness of scheduling final examinations on the Saturday that sat in the middle of the Easter long weekend in April, 2013, based on the religious convictions of students and the possibility that some students would find this disruptive to plans for taking that weekend to visit family and/or friends outside of Edmonton. Mr Kendal stated that this scheduling had been based on the practices employed by his Office in putting past Academic Schedules together—he did note that, before he could agree to any possible alterations to the proposed Schedule, he would have to consult with his registrarial colleagues further and, in addition, determine if any change to this practice contradicted existing institutional policy. With this, he agreed, as Mover of the following Motion, and with the concurrence, as well, of the Motion's seconder (ie, Dr Molzahn), to withdraw the Motion before members and bring this item back, after consultation, to the November, 2012 meeting of the GFC Executive Committee.

Motion: Kendal/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Academic Schedule for 2013-2014 (as submitted by the Vice-Provost and University Registrar and as set forth in Attachment 4) and, in doing so, empower the Registrar to make any editorial changes as needed as long as the changes do not have the force of policy, to be effective upon final approval.

WITHDRAWN

5. Residence Community Standards Policy Proposed Changes

Materials before members are contained in the official meeting file.

Presenters: Frank Robinson, Vice-Provost and Dean of Students; Dima Utgoff, Director, Residence Services; Chris Hackett, Discipline Officer, Office of Student Judicial Affairs; Sarah Wolgemuth, Associate Director, Residence Life

Purpose of the Proposal: To update the Residence Community Standards Policy to enact the recommendations of the Residence Community Standards Review Committee (RCSRC).

Discussion:

Mr Utgoff introduced the proposed changes to the current Residence Community Standards Policy to members. He and Mr Hackett, in turn, reviewed in some detail the more substantive revisions being proposed and the rationale underlying the changes.

During the ensuing discussion, Mr Utgoff, Mr Hackett, and Dr Robinson addressed questions and comments from members including, but not limited to, the following: the reasons for the proposed definition of "Community Resolution" and whether or not this definition would be better split into two other, distinct definitions regarding resolution; the rationale for providing for none to one student serving on a natural restorative justice panel; the challenges sometimes placed by timelines associated with the restorative justice model's processes on student involvement; whether or not it was necessary to ask participants to these processes to sign confidentiality agreements; and the need for justice not only to be done but to be seen to be done by the wider University community.

Mr Utgoff thanked members for their comments, indicating that he had made note of each and would roll these up into other issues already identified for consideration in the second-year review of the Residence Community Standards Policy. Dr Skidmore suggested that, when bringing forward the results of this second-year review, the presenters may wish to provide, as well, data regarding student participation in the restorative justice processes that would allow members of the GFC Executive Committee (and others) to have a clearer understanding of the impact students make during the course of these processes.

Motion: Gotell/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to the existing Residence Community Standards Policy, as submitted by the Offices of the Dean of Students, Residence Services, and Student Judicial Affairs (OSJA) and as set forth in Attachment 1, to take effect upon final approval.

CARRIED

6. Draft Agenda for the October 29, 2012 Meeting of General Faculties Council (GFC)

Materials before members are contained in the official meeting file.

Presenter: Martin Ferguson-Pell, Acting Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Purpose of the Proposal: To consider the order of items on the draft Agenda for the General Faculties Council (GFC) meeting of October 29, 2012 and, upon doing so, approve the Agenda in its final form.

Discussion:

The Acting Chair noted that, at the present time, there were no pressing items of business that warranted bringing GFC together for a meeting on October 29, 2012. There was some discussion about the possibility of having at this or an upcoming Council meeting a guest speaker; Mr Bodnar reminded members that the Committee had discussed in the Spring of 2012 'parking' the issue of guest speakers at GFC meetings for the year Dr Carl Amrhein was on sabbatical, resurrecting further discussion on this important matter upon his return.

Motion: Molzahn/Andrews

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the cancellation of the October 29, 2012 meeting of General Faculties Council (GFC).

CARRIED

DISCUSSION ITEMS

7. Annual Report of the Residence Community Standards Review Committee (RCSRC)

Materials before members are contained in the official meeting file.

Presenter: Dima Utgoff, Director, Residence Services

Purpose of the Proposal: Report on the first annual review of the Restorative Justice Program as per Section C.4 of University of Alberta Residence Community Standards Policy.

Discussion:

Mr Utgoff presented the findings and recommendations of the Residence Community Standards Review Committee (RCSRC), as set out in the report before members. He noted that a number of the Committee's recommendations had been incorporated into those revisions proposed to the Residence Community Standards Policy set out in Item #5 on the agenda for today's GFC Executive Committee meeting. He stated that, overall, there was considerable satisfaction amongst stakeholders in the restorative justice model being employed now at the University of Alberta amongst the student residences.

During the ensuing discussion, Mr Utgoff, along with Mr Hackett and Dr Robinson, addressed questions and comments from members including, but not limited to, the following: clarification on the number of students who may be opting out of participating in restorative justice processes; whether or not there were statistics on the number of incidents occurring in the Michener Park Residence; and clarification on those circumstances that would have to prevail that would result in no investigation(s) being conducted.

8. Community Connection Awards

Materials before members are contained in the official meeting file.

Presenter: Anastasia Lim, Executive Director, University Relations

Purpose of the Proposal:

To bring advanced awareness of the awards criteria and upcoming nominations process (launch date expected October 15, 2012), and to request time on the October 29, 2012 General Faculties Council (GFC) agenda for a fuller brief to all GFC members.

Discussion:

Ms Lim presented the rationale underpinning the decision by the Office of the Vice-President (University Relations) to move forward with offering three types of Communication Connection Awards. She described in some detail each of the three awards in turn and the degree to which consultation on offering these awards had occurred.

In the ensuing discussion, Ms Lim addressed questions and comments from members including, but not limited to, the following: whether or not any limitations were anticipated in offering these awards; clarification on whether awards of this type had been previously offered by and at the University of Alberta; the suggestion that a January 2 deadline for nominations for these awards would present significant challenges for nominators and, as such, consideration should be given to selecting a date in the latter part of January; and the nature of graduate student involvement in these awards with clarification on where individuals (including interested graduate students) could go for more information on the nominating processes associated with and nature of each of these three awards.

9. General Appeals Committee (GAC) Annual Report to General Faculties Council (July 1, 2011 – June 30, 2012)

Materials before members are contained in the official meeting file.

Presenter: Daniel Johnson, Special Advisor to the Provost

Purpose of the Proposal:

To comply with GFC-legislated reporting requirements.

Discussion:

Dr Johnson presented the above-noted report to members, briefly describing the nature and number of appeals to the General Appeals Committee (GAC) during the reporting period.

There was no discussion.

10. Annual Report on Enrolment from the Vice-Provost and University Registrar

Materials before members are contained in the official meeting file.

Presenter: Gerry Kendal, Vice-Provost and University Registrar

Purpose of the Proposal:

Annual reporting of admission averages, targets and enrolment by Faculty, as required by GFC policy.

Discussion:

Mr Kendal introduced the above-noted 'omnibus' report to members by stating the reporting of enrolment numbers to GFC and the Board of Governors was intended to be an annual event. In turn, he spoke to

each of the reports contained in the material before members, highlighting various elements included therein. Upon completing his review, he entertained questions from members.

During the ensuing discussion, the presenter addressed a question from a member with regard to clarifying why there appeared to be substantial variations from the enrolment targets set out in Section 50 (Enrolment Management) of the GFC Policy Manual and those noted in the reports before members and whether or not the policies and procedures set out in this section of the Policy Manual were being applied as set out therein. Mr Kendal, in response, provided detail on the ways in which enrolments on a *per-Faculty* basis were now being managed, noting they were often the result of careful deliberations that took place between the Office of the Provost, the Office of the Dean, and the Provincial ministry overseeing post-secondary education in the Province of Alberta. He indicated that, for the most part, the policies and procedures set out in Section 50 were antiquated and, as such, were difficult to implement given current institutional enrolment management practices and fiscal realities (including the elimination in 2010 of the Province's Enrolment Planning Envelope (EPE) funding and the detrimental and complicating effect this has had on enrolment planning at the University of Alberta and the manner in which student enrolments are now determined in close consultation with the Provincial Government).

11. Question Period

In response to a member's question as to why the GFC Campus Law Review Committee (CLRC) was not given the opportunity at its September 27, 2012 meeting by the Committee's Chair to discuss in some detail issues regarding recent changes to the University residences' 'house rules', Dr Ferguson-Pell noted that the University, along with the Students' Union, were in the process of defining and discussing in some detail an engagement process on student residence matters and that clarification on this and related issues would be provided in due course. The Coordinator stated that the GFC CLRC Chair had not outright denied those seeking discussion of the residence house rules issue at that meeting but, instead, had given detailed and thoughtful reasons for indicating why this was not within that committee's purview.

INFORMATION REPORTS

12. Items Approved by the GFC Executive Committee by E-Mail Ballots

There were no items.

13. Information Items Forwarded to Committee Members Between Meetings

Materials before members are contained in the official meeting file.

An Informal Request of the GFC Executive Committee ****Time Sensitive**** [E-Mailed to Members on September 26, 2012]

CLOSING SESSION

14. Adjournment

The Chair adjourned the meeting at 3:25 p.m.