



UNIVERSITY OF ALBERTA
UNIVERSITY GOVERNANCE

General Faculties Council
 Executive Committee
 Approved Open Session Minutes

Monday, August 26, 2013
 2-31 South Academic Building (SAB)
 2:00 PM - 4:00 PM

ATTENDEES:

Voting Members:

Martin Ferguson-Pell	Ex-Officio Chair (Delegate), President
Colleen Skidmore	Ex-Officio Member (Delegate), Provost and Vice-President (Academic)
Colin More	Ex-Officio Member, Graduate Students' Association Vice-President (Academic)
Dustin Chelen	Ex-Officio Member, Students' Union Vice-President (Academic)
Lisa Collins	Ex-Officio Member, Vice-Provost and University Registrar
Norma Nocente	Elected Member, Academic Staff, Member of GFC
Steve Patten	Elected Member, Academic Staff, Member of GFC
Wendy Rodgers	Elected Member, Academic Staff, Member of GFC

Staff:

Garry Bodnar, Director, General Faculties Council (GFC) Services and Secretary to GFC
 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.

Discussion:

Dr Ferguson-Pell asked that the Agenda be reordered to accommodate presenters.

Motion: Skidmore/Rodgers

THAT the GFC Executive Committee approve the Agenda, as amended.	CARRIED
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2. Approval of the Open Session Minutes of April 26, 2013 and May 6, 2013

Materials before members are contained in the official meeting file

Motion I: More/Collins

THAT the GFC Executive Committee approve the Minutes of April 26, 2013.	CARRIED
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Motion II: Skidmore/Collins

THAT the GFC Executive Committee approve the Minutes of May 6, 2013.

CARRIED

3. Comments from the Acting Chair

Dr Ferguson-Pell asked members to introduce themselves, and he then commented on a number of issues of interest to members.

Members expressed a number of questions, including, but not limited to: clarification surrounding the timeline and impact of the budget cuts; whether the 8% budget cuts will be assessed to all Provostial offices; and clarification about when and if budget information would be released publicly.

4. Comments from the University Secretary for the New Academic Year

There were no documents.

Presenter: Marion Haggarty-France, University Secretary

Discussion:

Ms Haggarty-France welcomed both new and returning members to the new academic year. She drew members' attention to the resources available on the University Governance website and encouraged them to register for one of a number of "Governance 101" training/information sessions planned for throughout the year.

She continued by noting that the location of Council Chamber, the venue for meetings of General Faculties Council (GFC) (amongst other bodies), has changed from L1-490, Edmonton Clinic Health Academy (ECHA), to 1-140, Centennial Centre for Interdisciplinary Science (CCIS). She reported that it is her hope that the new location will foster lively discussion at GFC meetings.

She reminded members to be helpful to new students and staff of the University of Alberta as they begin to descend on the campuses for another year.

She thanked members for their dedication and service towards the academy and highlighted the importance of the work completed within the governance framework, adding that Senior Administration does benefit from the advice received within the various GFC and GFC Standing Committee meetings.

ACTION ITEMS

5. Draft Agenda for the September 16, 2013 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 Acting Chair, GFC Executive Committee

Purpose of the Proposal: To approve the Agenda for the September 16, 2013 meeting of General Faculties Council (GFC).

Discussion:

Dr Ferguson-Pell updated members regarding the progress made this summer on the revisions to the Letter of Expectation (LOE) (previously the Memorandum of Understanding (MOU)), reporting that the third of three sections of the LOE, the section specific to the University of Alberta, is still being drafted. He explained that the current Board-approved University of Alberta Mandate statement is being used as a template for this section. Regarding the other two sections, he reported that the Ministry of Enterprise and Advanced Education (EAE) has indicated that the system-wide section is complete and that the section on the Comprehensive Academic and Research Intensive (CARI) institutions is still being drafted.

Dr Ferguson-Pell noted that in order to remain consistent with the governance processes of other Campus Alberta institutions, in regard to academy-wide consultation of the LOE, the University of Alberta-specific section will be reviewed by the academy in some manner, most likely bringing the item forward to GFC and the Board of Governors for discussion.

Ms Haggarty-France stated that it was expected that the LOE would be approved through the University's governance process, culminating in final approval by the Board of Governors; she added that the Board Chair would likely feel uncomfortable signing a document not officially approved finally by the Board. She suggested that an alternative could be to seek the "endorsement" of GFC and the Board of Governors. She stated that members of the GFC Academic Planning Committee (APC), GFC, and the Board of Governors would benefit from seeing some sort of draft version of the section as soon as possible.

A member expressed the importance of providing a draft of the LOE to members of GFC for the September 16, 2013 meeting.

Regarding "Item 7: Leadership Initiative" on the draft GFC Agenda for the September 16, 2013 meeting, members expressed the following comments and questions, including, but not limited to: whether Dr Peter Meekison's report on this initiative and/or possibly the Office of Advancement's concept paper could be disseminated to members of GFC prior to Council's upcoming meeting; whether Dr Meekison could be present for the discussion at GFC; the importance of providing documentation to GFC members on important initiatives of this nature; that the item should be presented carefully and thoughtfully to members of GFC, considering the lack of detailed documentation available to accompany the item on the GFC Agenda; and the expression of some reluctance to approve the draft GFC Agenda without confirmation of supporting documentation for Item 7.

Mr Bodnar commented that, as the item was presented to him by the Office of the President, it is an opportunity for the President and Chair of GFC, Dr Samarasekera, to bring to members of GFC for discussion an item in its early formative stages, recognizing that there are still a number of details which require attention, adding that the Administration is attempting to engage the academic community early on in the process of this initiative's development.

Dr Ferguson-Pell stated that he would ensure members of GFC receive material in support of the 'Leadership Initiative' discussion at the September 16 Council meeting.

Motion: Rodgers/Chelen

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council (GFC) the Agenda for the September 16, 2013 meeting of General Faculties Council (GFC).

CARRIED

5.1 Draft Memorandum of Understanding (MOU) Between the University of Alberta and the Ministry of Enterprise and Advanced Education (AEA)

There were no documents.

Presenter: Martin Ferguson-Pell

Purpose of the Proposal: For information/discussion.

Discussion:

See comments in "Item 5: Draft Agenda for the September 16, 2013 Meeting of General Faculties Council (GFC)," as set out above.

6. Changes to the Membership of the Faculty of Graduate Studies and Research (FGSR) Council

Materials before members are contained in the official meeting file.

Presenter: Mazi Shirvani, Vice-Provost and Dean, Faculty of Graduate Studies and Research

Purpose of the Proposal: To add new members to the Council of the Faculty of Graduate Studies and Research (FGSR) and to update some of the language defining the membership of FGSR Council.

Discussion:

Mr Shirvani provided members with a brief description of the contents of the proposal, noting that it contains a few minor editorial changes, as well as three substantive changes including a reduction in the number of alternate graduate student representatives on the FGSR Council; the addition of the Director of the Centre for Teaching and Learning (CTL) on the Council; and the addition of all Faculty-wide Associate Deans (Graduate) to the Council.

A member enquired about (former) GFC Policy Manual Section 55 (Faculty Councils) in relation to this proposal. The Coordinator noted that this former section of the Policy Manual was now a freestanding policy in the 'Toolkit' on the University Governance website, an action approved by the GFC Executive Committee several years ago as part of the ongoing decommissioning of the Manual in favour of UAPPOL and other primary sources of policy and procedure.

Motion: More/Rodgers

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, the proposed changes to the membership of the Council of the Faculty of Graduate Studies and Research (FGSR) as submitted by the Dean of the Faculty of Graduate Studies and Research and as set forth in Attachment 1, to take effect upon approval.

CARRIED

DISCUSSION ITEMS

7. UAPPOL Research Records Stewardship Guidance Procedure

Materials before members are contained in the official meeting file.

Presenters: Richard Fedorak, Past Associate Vice-President (Research)

Purpose of the Proposal: For information/discussion.

Discussion:

Dr Fedorak explained that the term “research records” can include items such as handwritten notes in a laboratory notebook or dinosaur bones or artwork, all of which the University of Alberta would want to preserve. Because of this broad variable, he explained, and based on the results of an audit completed in 2011 by the University’s Internal Audit Services (IAS) that highlighted the absence of an academy-wide policy on research records, a committee was formed in 2011 to investigate this matter further and the subsequent relevant policy produced by this group was approved by the Board of Governors on March 6, 2013. He noted that the two procedures, being presented to members of the GFC Executive Committee for discussion at this time, represent further details surrounding the stewardship of research records at the University of Alberta.

During the ensuing discussion, members expressed several comments and questions in relation to this item, including, but not limited to: whether the procedures indicate who will oversee and manage the planned disposal or destruction of research records; that changes in personnel can impact the effective management of research records; discussion surrounding the preservation of data, both hard copy as well as digital; and commentary on the perceived need for more consistent practices surrounding the maintenance of translational electronic databases which may contain research records and/or data.

8. Academic Governance Task Force - Update

There were no documents.

Presenter: Catherine Swindlehurst, Director, Office of the President

Purpose of the Proposal: For information/discussion.

Discussion:

Dr Swindlehurst reported that the President’s Academic Governance Task Force has not yet met, due to the summer season and pending the confirmation of faculty, undergraduate student, and graduate student membership. She noted that the timeline of a report from the Task Force has been moved back to the end of the calendar year 2013, adding a report should be available for discussion through the governance structure in early 2014.

A member asked if a mid-term progress report to the GFC Executive Committee could be provided, and Ms Swindlehurst confirmed that this would be accommodated.

9. Leadership Initiative

Materials before members are contained in the official meeting file.

Presenters: Martin Ferguson-Pell, Acting Provost and Vice-President (Academic) and Acting Chair, GFC Executive Committee; O’Neil Outar, Vice-President (Advancement)

Purpose of the Proposal: For information/discussion.

Discussion:

Mr Outar indicated to members that his presence at this GFC Executive Committee meeting represents the interests of the Offices of the Provost and Vice-President (Academic), Vice-President (Advancement), and Vice-President (Facilities and Operations) in this initiative, adding that it had evolved from the intersection of two recent institutional considerations: the need for more student residences as well as a desire to

further develop the leadership skills of the students at the University of Alberta. He stated that a similar idea of cross-institutional collaboration between the University of Alberta and the Banff Centre had originated with Peter Lougheed before his passing. He explained that research with stakeholders has indicated that similar educational initiatives offered within a post-secondary environment have proven to be catalysts for leadership-building opportunities, which have culminated in the current interest in creating a unique leadership college at the University of Alberta.

He reported that, under the leadership of former University of Alberta Vice-President (Academic) Dr Peter Meekison, the project is in the early planning stages and that Dr Meekison has been consulting with Deans on its development.

He added that changes to the institutional budget have resulted in the investigation of alternate sources of funding, including from the Provincial and Federal Governments as well as philanthropic support.

He stated that he anticipates that additional supporting documentation surrounding this project will be available to support various discussions through the governance process this Fall.

During the discussion surrounding this item, members expressed a number of questions and comments, including, but not limited to: whether there is a concrete idea of the academic outcomes resulting from this program; that General Faculties Council (GFC) members need to discuss this issue but require additional documentation in order to properly consider the project; the expression of support for experiential learning activities but concern about the existence of an elite leadership experience; that an elite college would prevent exposure to diversity at the University of Alberta; whether attendance would be contingent on fees for residence within the leadership college; that enrolment would be too small; clarification on whether this initiative aligns with *Dare to Deliver*; commentary that this idea directs students down a prescribed pathway to leadership development; commentary that this initiative builds upon the existing strengths at the University of Alberta and aggregates them; clarification on how the Banff Centre would be involved; that there is a general sense of vagueness about this project among certain faculty members, and an expressed need for more concrete details surrounding it; commentary that concrete objectives surrounding this initiative are necessary, that educational collaborations between Faculties can be problematic, and that there is a sense of nervousness in the academy surrounding the project, due to the University's budget situation; a request for more specific details surrounding the engagement of Deans on this project; commentary that extensive consultation is required surrounding this project to eliminate the perception that it will create a hierarchy among students; clarification on whether the facility development portion of this project is driving the timeline; commentary that there is not enough enthusiasm for this initiative and that it looks better on paper than in reality and that it will not provide advantage to enough students; expression of concerns that the project lacks confirmed funding; and commentary that the Students' Union has investigated similar initiatives, including a facility open to all students which would serve as a central point of entry for experiential learning experiences.

10. Question Period

There were no questions.

INFORMATION REPORTS

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

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

- EXEC – Message from the Acting Provost and Acting Chair of the GFC Executive Committee Regarding Budget Principles for Consideration at the June 3, 2013 GFC Meeting [E-Mailed to Members on May 23, 2013]

CLOSING SESSION

13. Adjournment

The Chair adjourned the meeting at 4:10 pm.