



General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, January 10, 2022  
Zoom Virtual Meeting  
2:00 PM - 5:00 PM

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**ATTENDEES:**

Bill Flanagan, Chair  
Ghalia Aamer  
Jason Acker  
J Nelson Amaral  
Heather Coleman  
Anastasia Elias

Kathy Haddadkar  
Nat Kav  
Pierre-Yves Mocquais  
Abner Monteiro  
Melissa Padfield  
Jerine Pegg  
Moin Yahya

*non-voting:*

Brad Hamdon  
Kate Peters

Staff:

Heather Richholt, Scribe

**OPENING SESSION**

Before calling the meeting to order, the Chair made the following territorial acknowledgement:

The University of Alberta resides on Treaty 6 territory and the homeland of the Métis. This territory is a traditional gathering place for diverse Indigenous peoples whose histories, languages and cultures continue to influence our community. To acknowledge the territory is to recognize the longer history of these lands. The acknowledgement signifies our commitment to working in Good Relations with First Nations, Métis and Inuit peoples as we engage in our institutional work, uplifting the whole people.

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* Bill Flanagan, President and Vice-Chancellor, and Chair of GFC Executive Committee (EXEC)

Motion: Coleman/Mocquais

THAT GFC Executive Committee approve the agenda.

**CARRIED**

2. Comments from the Chair (no documents)

- GFC ad hoc Review Committee on the Consultations on Academic Restructuring
- Joint meetings of the Executive Committee and the Board Governance Committee
- Meeting Format for GFC Executive Committee and GFC
- Board/GFC/Senate Summit

*Presenter(s):* Bill Flanagan, President and Vice-Chancellor, and Chair of EXEC

*Discussion:*

Andrew Sharman, Vice-President (Facilities and Operations) and Executive Lead of the COVID-19 Public Health Response Team (PHRT), was asked to provide an update. Mr Sharman spoke about monitoring of case numbers and hospitalizations, the work of the Academic Impacts Team regarding the move back to remote learning, the request to the province for more rapid tests, and updates to the information on the university website related to ventilation and masks.

Members discussed: reports of unmasked students in exams, decision-making about when to return to campus, and add/delete deadlines for non-standard winter term courses. Mr Sharman noted that there would be an update on return to campus communicated by January 18th, and that add/delete deadlines for non-standard courses would be considered on a case-by-case basis.

Heather Coleman, Chair of the Ad Hoc Committee for the Formal Review of the Consultations and Action Processes for Academic Restructuring in the Fall of 2020, provided a brief update on the work of the committee and noted that feedback was welcome. The Chair indicated the briefing note that was shared by email earlier that day and noted that a review of the actions taken in response to the recommendations of the February 8, 2021 GFC Committee of the Whole would be coming forward to Executive Committee and GFC in the coming months.

The Chair noted that GFC and GFC Committee meetings would remain online and the discussion on meeting format would be deferred until the public health situation stabilized.

Catherine Swindleurst, Chief Strategy Officer for the Office of the President, informed members that the Board/GFC/Senate Summit topic for January 21st was Experiential and Work-Integrated Learning and that Provost Fellow Karsten Mündel would be presenting.

### **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Second: Acker/Padfield

#### 3. Approval of the Open Session Minutes of November 15, 2021

THAT GFC Executive Committee approve the open session minutes of November 15, 2021.

**CARRIED**

#### 4. Proposal from the Faculty of Kinesiology, Sport, and Recreation to add KIN 101- Introduction to Human Physiology, and KIN 103-Integrative Human Physiology, to the List of Courses with Consolidated Exams

*Purpose of the Proposal:* The proposal is before the committee to add KIN 101 and Kin 103 to the list of courses for which consolidated final exams are scheduled.

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of KIN 101- Introduction to Human Physiology, and KIN 103-Integrative Human Physiology, to the List of Courses with Consolidated Exams

**CARRIED**

#### 5. Proposed Changes to the Faculty of Rehabilitation Medicine Dean Selection Committee Composition in UAPPOL

*Purpose of the Proposal:* To approve proposed changes to the Dean Selection Committee composition in UAPPOL.

THAT the GFC Executive Committee approve the proposed changes to the Dean Selection Committee Composition for the Faculty of Rehabilitation Medicine in UAPPOL, as proposed by the Faculty of Rehabilitation Medicine, and as contained in Attachment 2, to be effective upon approval.

**CARRIED**

#### 6. General Appeals Committee (GAC) Annual Report to General Faculties Council (July 1, 2020 to June 30, 2021)

*Item was deferred.*

## **ACTION ITEMS**

### 7. Notice of Motion - Changes to Voting Rules in the General Faculties Council Meeting Procedural Rules

Materials before members are contained in the official meeting file.

*Presenter(s)*: Andrei Tabirca, NASA Appointee, Board of Governors Representative

*Purpose of the Proposal*: At the November 29, 2021 meeting, a member made a Notice of Motion as set out in 8.7 of the GFC Meeting Procedural Rules for debate at the next meeting of GFC. GFC Executive Committee is asked to recommend on the substance of this motion that GFC revise the GFC meeting Procedural Rules on voting to indicate that votes are tallied on votes cast not members present and to place the motion on the proposed GFC agenda.

*Discussion*:

The Chair noted that the notice of motion was made as set out in section 8.7 of the GFC Meeting Procedural Rules and explained that the committee was asked to recommend on the content of the motion and to place it on the GFC agenda for January 31st. He explained that although the Executive Committee had recommended this change along with the suite of proposed changes to the GFC Meeting Procedural Rules on October 4, 2021, they were asked to recommend on the item again because it was coming forward as a stand-alone change and as a notice of motion from a GFC member.

Mr Tabirca noted that the current voting rules caused confusion and that it was problematic for an abstention to count as a "no" vote. He explained that allowing votes to be decided on a majority of votes cast rather than on a majority of those present was preferred.

Members expressed general agreement and acknowledged that the path forward for the other changes that were recommended on October 4 would be discussed under Item 8 in the agenda.

Motion: Amaral/Pegg

THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed changes to the GFC Meeting Procedural Rules on voting as set out in attachment 1 and to take effect upon approval.

**CARRIED**

## **DISCUSSION ITEMS**

### 8. Path Forward for the Review of the GFC Guiding Documents

Materials before members are contained in the official meeting file.

*Presenter(s)*: Brad Hamdon, General Counsel and University Secretary and co-Chair of Executive's ad hoc Governance Procedural Review Committee

*Purpose of the Proposal*: GFC Executive Committee holds delegated authority from General Faculties Council to recommend to GFC "regarding terms of reference, composition, and procedures for GFC and its standing committees". They are asked to consider:

- The feedback submitted by members of GFC at the meeting; and
- How to structure the discussion and approval by GFC.

*Discussion*:

The Chair noted that GFC Executive's role was to recommend on changes to the Guiding Documents as well as to determine how best to structure the discussions at GFC.

Mr Hamdon reminded members about the work of Executive's ad hoc Governance Procedural Review Committee, the recommendation of Executive on October 4, 2021, and the proposed amendments that were submitted by a GFC member. He identified that the plan was to discuss four categories of changes in this meeting and at GFC on January 31st and then the remaining categories of changes at a future Executive and GFC meeting. He also explained that these were for discussion only and that he hoped to bring a complete package for approval in March or April.

Regarding the first section, Question Period, members discussed ways to temper the language to make it feel less confrontational and whether the language taken from the Question Period Procedure was needed at all. A member pointed out that there was a line between requesting information and demanding it and that a response to a question could address that there were not sufficient resources to provide an answer.

Regarding the second section, moving a motion from the floor, there was general agreement that a two-thirds majority should be required to add a motion from the floor on a substantive item.

Regarding the third section, debate, members asked questions and expressed opinions including but not limited to:

- presentations from proponents that were longer than 10 minutes but left little time on the agenda for discussion;
- the appropriate amount of time that a member would need in order to make their point;
- the potential to change the time limit to 5 minutes and an opinion that even 5 minutes was excessive and should not be normalized;
- the operational challenge with timing members and letting them know when they had been speaking for a certain amount of time;
- that allowing members to speak for 10 minutes allows them to dominate the conversation;
- the number of members of GFC and the difficulty of having sufficient time for equitable and engaged discussion; and
- the Chair's role to try and keep to the timing of the items in the agenda.

Regarding the fourth section, the Roles and Responsibilities of Members document, no concerns were raised.

#### 11. Apportionment of General Faculties Council

***This item was discussed out of agenda sequence.***

Materials and Presentation before members are contained in the official meeting file.

*Presenter(s):* Kate Peters, GFC Secretary and Manager, GFC Services

*Purpose of the Proposal:* The proposal is before the committee because the GFC Secretary has completed the Reapportionment of GFC as directed by the GFC Reapportionment procedure.

*Discussion:*

The Chair noted that the apportionment of GFC was the responsibility of the GFC Secretary who conducts the process as directed by the GFC Apportionment Procedure, which complies with the *Post-Secondary Learning Act* (PSLA).

Ms Peters gave a presentation on the process and shared the results that included a loss of two elected faculty members and two elected student members because of the reduction of statutory ex-officio members. She

noted that this information would be shared with GFC as an information item and that the GFC terms of reference and composition as well as the apportionment procedure were slated for review in fall 2022.

A member expressed that the words "statutory ex-officio" did not appear in the PSLA and were made up by Governance. He insisted that by adding three College Deans and removing four elected members, the university was not following the PSLA. General Counsel and University Secretary Brad Hamdon explained that the term "statutory members" was used to identify those members who were required by the PSLA to be members of GFC and that College Deans were not referenced in the legislation. He further noted that the PSLA gives GFC the power to add additional members and at the meeting of September 20, 2021, GFC voted in favour of a proposal to add the 3 College Deans to the GFC composition.

9. Annual Report of the Student Conduct Responses, Dean of Students' Portfolio 2020-2021

Materials before members are contained in the official meeting file.

*Presenter(s)*: Deborah Eerkes, Director, Student Conduct and Accountability

*Purpose of the Proposal*: This report provides statistical information on the various responses to student conduct.

*Discussion*:

Ms Eerkes provided a brief overview of the report and spoke about some of the impacts of the COVID-19 pandemic on student conduct cases.

A member asked about the discrepancy in numbers between incidents and written warning regarding COVID-19 violations. Ms Eerkes replied that a written warning was only used if escalation was required.

10. Annual Report of Appeals and Compliance Officer 2020-2021

Item was deferred.

12. Question Period

*Presenter(s)*: Bill Flanagan, President and Vice-Chancellor, and Chair of EXEC

*Discussion*:

A member asked who sat on the PHRT's Academic Impacts Team. Vice-Provost and Registrar Melissa Padfield replied that she would ask the GFC Secretary to share the membership list and noted that any major decisions would be made by the Deans and the PHRT which had representatives from all the Faculties.

**FOR PLACEMENT ON THE GFC AGENDA**

13. **Consent Agenda - Proposed Change to AGPA Calculation for Internal Undergraduate Students**

Materials before members are contained in the official meeting file.

14. **Discussion - Exploration Credits**

Materials before members are contained in the official meeting file.

**ACTION ITEMS**

15. **Draft Agenda for the Next Meeting of General Faculties Council**

Materials before members are contained in the official meeting file.

*Presenter(s):* Bill Flanagan, President and Vice-Chancellor, and Chair of EXEC

*Purpose of the Proposal:* To approve the Agenda for the General Faculties Council meeting to be held on Monday, January 31, 2022.

*Discussion:*

There was no discussion.

Motion: Acker/Padfield

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the January 31, 2022 meeting of General Faculties Council, as set forth in Attachment 1.

**CARRIED**

### **INFORMATION REPORTS**

Materials before members are contained in the official meeting file.

16. Information Items Forwarded to Committee Members Between Meetings
  - Cancellation - GFC Exec December 6th
  - SAVE THE DATE | Joint Summit | 21 Jan 2022

### **CLOSING SESSION**

17. Adjournment
  - Next Meeting of Exec: February 14, 2022
  - Next Meeting of GFC: January 31, 2022

The Chair adjourned the meeting at 3:30 p.m.