

The following Motions and Documents were considered by the GFC Executive Committee at its September 10, 2012 meeting:

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Agenda Title: **Faculty of Extension's Proposed New Course Designation of Master of Arts in Community Engagement (MACE)**

APPROVED MOTION: THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a new course designation of MACE (Master of Arts in Community Engagement), as submitted by the Faculty of Extension, to take effect Winter Term, 2013.

Final Item: 5

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Agenda Title: **Proposed Amendments to the Composition of the Selection/Review Committee for Librarian to the University**

APPROVED MOTION: THAT the GFC Executive Committee, acting under delegated authority from the Board of Governors and the General Faculties Council, approve the proposed changes to the composition of the Selection and Review Committee for the Librarian to the University, as submitted by the Office of the Provost and as set forth in Attachment 1, to take effect upon final approval.

Final Item: 6

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Agenda Title: **Proposed Amendments to the Composition of the Dean Selection/Review Committee for the School of Public Health**

APPROVED MOTION: THAT the GFC Executive Committee, acting under delegated authority from the Board of Governors and the General Faculties Council, approve the proposed changes to the composition of the Selection and Review Committee for the Dean of the School of Public Health, as submitted by the Office of the Provost and as set forth in Attachment 1, to take effect upon final approval.

Final Item: 7

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Agenda Title: **Draft Agenda for the October 1, 2012 Meeting of General Faculties Council (GFC)**

APPROVED MOTION: THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the draft Agenda for the October 1, 2012 meeting of General Faculties Council (GFC).

Final Item: 8

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**OUTLINE OF ISSUE**

**Agenda Title: Faculty of Extension’s Proposed New Course Designation of Master of Arts in Community Engagement (MACE)**

**Motion:** THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a new course designation of MACE (Master of Arts in Community Engagement), as submitted by the Faculty of Extension, to take effect Winter Term, 2013.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Mazi Shirvani, Vice-Provost and Dean, Faculty of Graduate Studies and Research; Katy Campbell, Dean, Faculty of Extension
Presenters	René Poliquin, Vice-Dean, Faculty of Graduate Studies and Research; Al Cook, Associate Dean (Research), Faculty of Extension.
Subject	Introduction of a new course designation, MACE, as submitted by the Faculty of Extension

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To introduce a new course designation, MACE (Master of Arts in Community Engagement).
The Impact of the Proposal is	<p>The Council of the Faculty of Graduate Studies and Research approved a proposal (May 16, 2012) from the Faculty of Extension to offer a new graduate degree, Master of Arts in Community Engagement (MACE). In proposing this new graduate program, the Faculty of Extension is responding to the need to study the engagement process, outcomes and impacts. It is anticipated that the impact of the proposed program will be positive:</p> <ul style="list-style-type: none"> <li>• It will complement a range of offerings in which community engagement occurs by adding a reflective scholarly approach to the study of engagement;</li> <li>• Results of work in the area will contribute to the emerging body of knowledge in the scholarship of engagement;</li> <li>• Consultations with the broader community support the implementation of this program of study that will "... allow community and academics to work together to create a win-win situation" (Director, NGO), "... help deal with issues and provide support" (Director, NGO), "... this is a necessary issue as we talk about complex issues" (School district Representative),</li> <li>• It will expand the elective choices related to the field of community engagement for students in graduate programs throughout Campus Alberta.</li> </ul> <p>The introduction of the new course designator MACE (Master of Arts in Community Engagement) is proposed. This is consistent with the course designation for the Master of Arts in Communications and Technology (MACT) which was established in the Faculty of Extension in 2000.</p>
Replaces/Revises (e.g., policies, resolutions)	This is a new course designation.

Timeline/Implementation Date	Winter Term, 2013.
Estimated Cost	See 'Sources of Funding'.
Sources of Funding	The proposed new program will be funded internally by the Faculty of Extension through reallocation of existing resources.
Notes	N/A

### Alignment/Compliance

Alignment with Guiding Documents	<b>Aligns with <i>Dare to Deliver</i> and <i>Dare to Discover</i> values:</b> Enrich the student experience; foster new joint degree programs that unite academic units/professional schools; promote interdisciplinary collaboration; create learning opportunities for students and creative collaborations to address global challenges and initiatives; provide an intellectually superior educational environment for students; diverse, yet inclusive, dynamic collegial community that welcomes change.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<p>1. <b>Post-Secondary Learning Act (PSLA):</b> GFC is responsible, generally, for the academic affairs of the University and specifically, for programs of study in Faculties (Sections 26(1) and 26(1) (b)).</p> <p>2. <b>GFC Executive Committee Terms of Reference/Mandate of the Committee:</b> In 1996, GFC delegated its authority to the GFC Executive Committee to ratify new course subject names and their abbreviations (Section 3.14).</p> <p>3. <b>GFC Policy:</b> "Course subject names shall designate broad areas of study (often an entire department) and shall not be used to designate numerous specializations. Faculty Councils shall endeavour to keep the number of subject names in the Faculty to an acceptable minimum. Subject names shall not be added or changed except for strong academic reasons." (Section 37.2 of the GFC Policy Manual)</p>

### Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Consultations with Office of the Provost and Vice-President (Academic) (K Brough, B Connor); Extension Faculty Council, March 15, 2012; Faculty of Extension Executive Planning Committee (budget approval), April 11, 2012; Faculty of Graduate Studies and Research Council, May 16, 2012; GFC ASC Subcommittee on Standards, June 5, 2012; GFC Academic Standards Committee, June 19, 2012
Approval Route (Governance) (including meeting dates)	GFC Executive Committee (September 10, 2012) – for final approval
Final Approver	GFC Executive Committee

Attachments (each to be numbered 1 - <>):

- Attachment 1 (pages 1 – 4) – University Calendar Copy of MACE (Master of Arts in Community Engagement) Course Descriptions

*Prepared by:* René Poliquin, Vice-Dean, Faculty of Graduate Studies and Research, and Al Cook, Associate Dean (Research), Faculty of Extension

## Calendar Copy

CURRENT	PROPOSED
New program	<p><b>96.3 Community Engagement Graduate Program</b>  The Community Engagement Graduate Program in the Faculty of Extension offers an in-depth theoretical examination of the conceptual and philosophical underpinnings of community engagement, along with critical analysis of related evidence-based research, and the opportunity to gain practical experience in the application of this growing field. The Master of Arts in Community Engagement (MACE) degree is an interdisciplinary graduate program designed for those seeking to provide reflective and informed leadership in community engagement and sustainability with industry, post secondary education, government, and not-for-profit agencies. The MACE program is a thesis-based degree. Refer to 20X.XX for more information and visit the program's website at <a href="http://www.mace.ca">www.mace.ca</a>, email <a href="mailto:mace@alberta.ca">mace@alberta.ca</a> or telephone (780) XXX-XXXX. For course listings see XXX under Community Engagement (MACE).</p> <p><b>205.15 Community Engagement</b>  Faculty of Extension  University of Alberta  Enterprise Square  10230 Jasper Avenue  Edmonton, Alberta T6J 4P6  E-mail <a href="mailto:mace@ualberta.ca">mace@ualberta.ca</a>  <a href="http://www.mace.ca">www.mace.ca</a></p>
New program	<p><b>205.15.1 General Information</b>  The Community Engagement Graduate Program in the Faculty of Extension offers an in-depth theoretical examination of the conceptual and philosophical underpinnings of community engagement, along with critical analysis of related evidence-based research, and the opportunity to gain practical experience in the application of this growing field. The Master of Arts in Community Engagement (MACE) degree is an interdisciplinary graduate program designed for those seeking to provide reflective and informed leadership in community engagement and sustainability applied to</p>

industry, post secondary education, government, and not-for-profit settings. The MACE program is a thesis-based degree comprised of coursework in theory and analysis of community engagement, collaboration, partnership development, cultural awareness, research methodology, project management, and policy development. An opportunity for practical experience is available to all students through the community service-learning component within the MACE program.

### **Entrance Requirements**

The minimum admission requirements are those set out in the minimum acceptable standards in the Faculty of Graduate Studies and Research. These include a baccalaureate degree or its academic equivalent in a relevant field from an academic institution recognized by the University of Alberta, with a grade point average of at least 3.0 on the 4-point scale over the last \*60 credits; preference will be given to those with community-based experience; and if required (see 203.24) a minimum overall score on an approved English language examination as described below. PTE Academic score of at least 59; a minimum acceptable TOEFL score of 580 (paper-based) or a total score of 92 with a score of at least 20 on each of the individual skill areas (internet-based); or a minimum overall band score of 7.0, with at least 6 on each test band, on the IELTS. Applicants should arrange for their English language test results to be sent directly to the Faculty of Extension.

Applicants are required to provide

1. A current curriculum vitae
2. Three letters of reference
3. At least one year of relevant experience is preferred
4. A letter of not more than 800 words that outlines the anticipated research topic(s) or areas of thesis research. The applicant should identify appropriate faculty members from the Faculty of Extension as potential supervisors

### **205.15.2 The Degree of MA in Community Engagement Program Requirements**

Students must complete the following:

- (1) **Required courses (\*15)** MACE 501 The Practice of Community Engaged Scholarship, MACE 502 Theoretical Foundations of the Scholarship of Engagement, MACE 503 Methods of Community-Based Research, one additional research methods course, CSL

- 550 (\*3) [Selected Topics in Community Service-Learning]
- (2) **Electives:** two graduate-level courses (\*6) approved by the student's supervisor
  - (3) **Thesis:** successfully complete and defend a thesis on a research topic in the area defined in consultation with the student's supervisory committee. The scope and quality of the thesis should be appropriate to form the basis of a refereed journal publication. Students are required to present the results of their thesis at a student seminar prior to their defence.

#### **Length of Program**

Students may undertake the MA on a part-time or full-time basis. The maximum time permitted for completion of the program is four years (part- or full-time) from the date of registration.

#### **XXX. XX. X Graduate Courses**

Graduate course can be found in 231, Course Listings, under the subject heading Community Engagement (MACE).

#### **XXX. XXX Community Engagement (MACE)**

Faculty of Extension

#### **Graduate Courses**

##### **MACE 501: The Practice of Community Engaged Scholarship**

\*3 (*fi* 6) (either term, 0-3s-0). An introduction to the conceptual foundations of the practice of community-engaged research and evaluation, with application across diverse disciplines and forms of engagement (e.g., health care, community development, government). A required course for students in the XXX program; others interested must seek consent of the instructor.

##### **MACE 502: Theoretical Foundations of the Scholarship of Engagement**

\*3 (*fi* 6) (either term, 0-3s-0). An examination of the theoretical foundations that have shaped the study of community engagement. Students will explore this through a broad spectrum of disciplines and themes. A required course for students in the XXX program; others interested must seek consent of the instructor.

**MACE 503 Methods of Community-Based Research** \*3 (*fi* 6) (either term, 0-3s-0). An introduction to research which broadly includes quantitative,

qualitative, and mixed methods. Research design, formulating research questions, selecting appropriate methods, sampling, data analysis and knowledge mobilization will be included. This course is designed as a seminar, while some classes will be structured, the intent is for participants to learn from each other's experiences and research examples.

**CSL 550 Topics in Community Service-Learning: Reflexive Community Practice** \*1-6 (variable) (variable, unassigned). A seminar that explores critical, ethical, and reflective approaches to the everyday practice of community engagement. Students will build personal, practical, and professional skills through significant contribution to a community-based project that draws on multiple facets of community engaged scholarship. Pre-requisite MACE 501 and 502.

**FINAL Item No. 6**
**OUTLINE OF ISSUE**

Agenda Title: **Proposed Amendments to the Composition of the Selection/Review Committee for Librarian to the University**

**Motion:** THAT the GFC Executive Committee, acting under delegated authority from the Board of Governors and the General Faculties Council, approve the proposed changes to the composition of the Selection and Review Committee for the Librarian to the University, as submitted by the Office of the Provost and as set forth in Attachment 1, to take effect upon final approval.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Martin Ferguson-Pell, Acting Provost and Vice-President (Academic)
Presenters	Martin Ferguson-Pell, Acting Provost and Vice-President (Academic); Margaret Law, International Relations, Libraries
Subject	Proposed Changes to the Composition of Dean Selection and Review Committees for Individual Faculties—Librarian to the University

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	<p>To amend UAPPOL Composition of Dean Selection and Review Committees for Individual Faculties (Appendix A), Librarian to the University, of the UAPPOL Selection of Faculty Deans Procedure, updating categories as follows:</p> <ul style="list-style-type: none"> <li>• Update the position title from that listed in Appendix A, Librarian to the University, to reflect the current position title, Chief Librarian;</li> <li>• Update the Chair of the Committee to be the Provost and Vice-President (Academic) or designee and the Vice-Chair to be the Vice-President (Research) or designee;</li> <li>• Update the name of the GFC Library Committee to reflect the new committee name with responsibility for this portfolio, this being the GFC Committee on the Learning Environment (CLE);</li> <li>• Update the representation of Library Council members to include one from each of the Library ranks;</li> <li>• Update the academic staff members elected by GFC to represent each of the Tri-Council granting agencies areas;</li> <li>• Update the designation of the support staff representative to be from Categories S1.1 or S1.2 instead of the earlier designation of Category B1.0. Update, as well, that the Office of the Provost and Vice-President (Academic) will direct the election process of the support staff representative instead of the Vice-President (Research);</li> <li>• Add two Committee members who are Deans where one is to be from a SSHRC (Social Sciences and Humanities Research Council) area and one is to be from an NSERC/CIHR (Natural Sciences and Engineering Research Council/Canadian Institutes of Health Research) area;</li> <li>• Add one Committee member who will be a Director from the Bookstore, Museums and Collections, or University Press.</li> </ul>
The Impact of the Proposal is	None.
Replaces/Revises (eg, policies, resolutions)	UAPPOL Composition of Dean Selection and Review Committees for Individual Faculties (Appendix A), Librarian to the University.
Timeline/Implementation Date	Upon final approval.



FINAL Item No. 6

Estimated Cost	N/A
Sources of Funding	N/A
Notes	The UAPPOL Selection of Faculty Deans Procedure directs that, in matters of a routine or editorial nature, the Board of Governors and GFC delegate their authority to GFC Executive Committee, specifying that what is of a routine/editorial nature or of a substantive nature will be determined by the Provost and Vice-President (Academic). <u>Please note:</u> Acting Provost and Vice-President (Academic) Ferguson-Pell has determined these proposed amendments to be of a <u>routine/editorial</u> nature.

**Alignment/Compliance**

Alignment with Guiding Documents	<i>Dare to Discover</i> and Academic Plan ( <i>Dare to Deliver</i> )
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<p>1. <b>Post-Secondary Learning Act (PSLA):</b> The <i>PSLA</i> gives General Faculties Council (GFC) responsibility, subject to the authority of the Board of Governors, “over academic affairs” (Section 26(1)).</p> <p>The <i>Act</i> provides that “[a] person shall not be appointed to, promoted to or dismissed from any position on the academic staff at a university except on the recommendation of the president made in accordance with procedures approved by the general faculties council (section 22(2)). In addition, GFC may recommend to the Board of Governors on procedures in respect of appointments, promotions, salaries, tenure and dismissals of academic staff” (Section 26(1)(o)).</p> <p>2. <b>Post-Secondary Learning Act (PSLA):</b> The Board of Governors has authority to employ “officers, employees or other persons and academic staff members” (Sections 83 and 84 of the <i>Act</i>) and to appoint the President, Vice-Presidents, Deans and Registrar (Sections 81, 82, 21(1) and 20(1) of the <i>Act</i>). The Board has delegated certain of these powers.</p> <p>3. <b>UAPPOL Policy:</b> The Selection [and Review] of Faculty Deans Procedure states “With respect to the procedures for the selection [review] of Faculty Deans, the Board and GFC delegate their approval authority to the GFC Executive Committee for all matters of a routine editorial nature. For matters of a substantive nature, the GFC Executive Committee shall recommend to the Board Human Resources and Compensation Committee (BHRCC). The Provost and Vice-President (Academic) will determine what is of a routine/editorial or substantive nature.”</p>

**Routing** (Include meeting dates)

Consultative Route	Libraries Council (June 29, 2012); Acting Provost and Vice-President (Academic) (July 6, 2012)
Approval Route	GFC Executive Committee (September 10, 2012) – for final approval
Final Approver	GFC Executive Committee

Attachments:

- Attachment 1: Comparative Table of Proposed Changes to the Composition of the Selection/Review Committee for the Librarian to the University (page 1)



**FINAL Item No. 6**

*Prepared by:* Irene Hacke, Selection and Review Initiatives Manager, Office of the Provost and Vice-President (Academic), [irene.hacke@ualberta.ca](mailto:irene.hacke@ualberta.ca)

**Selection and Review Committee Composition****Librarian to the University Chief Librarian**

<b>CURRENT</b>	<b>PROPOSED</b>
<p>The selection committee shall consist of the following voting members:</p> <p>a) <del>Vice-President (Research), or designee, Chair.</del></p> <p>b) <del>Provost and Vice-President (Academic), or designee.</del></p> <p>c) Dean of Graduate Studies and Research, or designee.</p> <p>d) Chair of <del>GFC Library Committee</del>, or designee.</p> <p>e) Three (3) elected representatives from Library Council, <del>including at least one from junior ranks and one senior.</del></p> <p>f) Three (3) members of the academic staff (Categories A1.1 or A1.5), <del>of whom at least one (1) must be from Arts, elected by GFC.</del></p> <p>g) Two (2) full-time students--one undergraduate (selected by the Students' Union using whatever method the Union deems suitable) and one graduate (elected by the Graduate Students' Association Council).</p> <p>h) One (1) member of the full-time support staff (<del>Category B1.0</del>) of the Library elected by the full-time support staff (<del>Category B1.0</del>) in the Library. <del>The Vice-President (Research) shall direct the election.</del></p>	<p>The selection committee shall consist of the following voting members:</p> <p>a) <u>Provost and Vice-President (Academic), or designee, Chair.</u></p> <p>b) <u>Vice-President (Research), or designee, Vice-Chair.</u></p> <p>c) No change.</p> <p>d) Chair of <u>Committee on the Learning Environment</u>, or designee.</p> <p>e) Three (3) elected representatives from Library Council, <u>one (1) from each of the three Library ranks.</u></p> <p>f) Three (3) members of the academic staff (Categories A1.1 or A1.5), <u>one (1) from each of the Tri-Council granting agencies areas, elected by GFC.</u></p> <p>g) No change.</p> <p>h) One (1) member of the full-time support staff (<u>Categories S1.1 or S1.2</u>) of the Library elected by the full-time support staff (<u>Categories S1.1 and S1.2</u>) in the Library. <u>The Provost and Vice-President (Academic) shall be responsible for directing the election of any support staff member serving on a selection committee described in the Selection of Faculty Deans Procedure and the Review of Faculty Deans Procedures.</u></p>
	<p>i) <u>Two (2) Faculty Deans, one (1) from a SSHRC area and one (1) from a NSERC/CIHR area.</u></p>
	<p>j) <u>One (1) Director from the Bookstore, Museums and Collections, or University Press.</u></p>
(Total members: <del>13</del> )	(Total members: <b>16</b> )

**FINAL Item No. 7**

**OUTLINE OF ISSUE**

Agenda Title: **Proposed Amendments to the Composition of the Dean Selection/Review Committee for the School of Public Health**

**Motion:** THAT the GFC Executive Committee, acting under delegated authority from the Board of Governors and the General Faculties Council, approve the proposed changes to the composition of the Selection and Review Committee for the Dean of the School of Public Health, as submitted by the Office of the Provost and as set forth in Attachment 1, to take effect upon final approval.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Martin Ferguson-Pell, Acting Provost and Vice-President (Academic)
Presenter	Martin Ferguson-Pell, Acting Provost and Vice-President (Academic); Bob Sadler, Assistant Dean (Administration), School of Public Health
Subject	Composition of Dean Selection and Review Committees for Individual Faculties, School of Public Health

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To amend UAPPOL Composition of Dean Selection and Review Committees for Individual Faculties (Appendix A), School of Public Health, of the UAPPOL Selection of Faculty Deans Procedure, updating categories as follows: <ul style="list-style-type: none"> <li>• Update representation of full-time continuing faculty members from two to four;</li> <li>• Update the student representation to reflect both students being named by the sole student organization instead of the earlier structure of two student organizations;</li> <li>• Update the listing of professional organizations to reflect changes resulting from reorganization and name changes: <ul style="list-style-type: none"> <li>○ Related to the Public Health Agency of Canada, the representative will now come from Alberta Ministry of Health,</li> <li>○ Related to Alberta Health Services (Public Health Division), the representative will now come from Alberta Health Services;</li> </ul> </li> <li>• Update the designation of the support staff representative to be from Categories S1.1 or S1.2 instead of the earlier designation of Category B1.0.</li> </ul>
The Impact of the Proposal is	None.
Replaces/Revises (eg, policies, resolutions)	UAPPOL Composition of Dean Selection and Review Committees for Individual Faculties (Appendix A), School of Public Health.
Timeline/Implementation Date	Upon final approval.
Estimated Cost	N/A
Sources of Funding	N/A
Notes	The UAPPOL Selection of Faculty Deans Procedure directs that, in matters of a routine or editorial nature, the Board of Governors and GFC delegate their authority to GFC Executive Committee, specifying that what is of a routine/editorial nature or of a substantive nature will be determined by the Provost and Vice-President (Academic). <u>Please note:</u> Acting Provost and Vice-President (Academic) Martin Ferguson-Pell has determined these proposed amendments to be of a routine/editorial nature.

FINAL Item No. 7

**Alignment/Compliance**

Alignment with Guiding Documents	<i>Dare to Discover</i> and Academic Plan ( <i>Dare to Deliver</i> )
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<p>1. <b>Post-Secondary Learning Act (PSLA):</b> The <i>PSLA</i> gives General Faculties Council (GFC) responsibility, subject to the authority of the Board of Governors, “over academic affairs” (Section 26(1)).</p> <p>The <i>Act</i> provides that “[a] person shall not be appointed to, promoted to or dismissed from any position on the academic staff at a university except on the recommendation of the president made in accordance with procedures approved by the general faculties council (section 22(2)). In addition, GFC may recommend to the Board of Governors on procedures in respect of appointments, promotions, salaries, tenure and dismissals of academic staff” (Section 26(1)(o)).</p> <p>2. <b>Post-Secondary Learning Act (PSLA):</b> The Board of Governors has authority to employ “officers, employees or other persons and academic staff members” (Sections 83 and 84 of the <i>Act</i>) and to appoint the President, Vice-Presidents, Deans and Registrar (Sections 81, 82, 21(1) and 20(1) of the <i>Act</i>). The Board has delegated certain of these powers.</p> <p>3. <b>UAPPOL Policy:</b> The Selection [and Review] of Faculty Deans Procedure states “With respect to the procedures for the selection [review] of Faculty Deans, the Board and GFC delegate their approval authority to the GFC Executive Committee for all matters of a routine editorial nature. For matters of a substantive nature, the GFC Executive Committee shall recommend to the Board Human Resources and Compensation Committee (BHRCC). The Provost and Vice-President (Academic) will determine what is of a routine/editorial or substantive nature.”</p>

**Routing** (Include meeting dates)

Consultative Route	School of Public Health Faculty Council (July 17, 2012); Acting Provost and Vice-President (Academic) (July 19, 2012)
Approval Route	GFC Executive Committee (September 10, 2012) – for final approval
Final Approver	GFC Executive Committee

Attachments:

- Attachment 1: Comparative Table of Proposed Changes to the Composition of the Selection/Review Committee for the Dean of the School of Public Health (pages 1 - 2)

Prepared by: Irene Hacke, Selection and Review Initiatives Manager, Office of the Provost and Vice-President (Academic), [irene.hacke@ualberta.ca](mailto:irene.hacke@ualberta.ca)

**Dean's Selection and Review Committee Composition  
School of Public Health**

<b>CURRENT</b>	<b>PROPOSED</b>
<p>The selection committee shall consist of the following voting members:</p> <ul style="list-style-type: none"> <li>a) Provost and Vice-President (Academic), or designee, Chair.</li> <li>b) Vice-President (Research), or designee, Vice-Chair.</li> <li>c) Dean of Graduate Studies and Research, or designee.</li> <li>d) Faculty representation: The Chair of the Department of Public Health Sciences and the Director of the Centre for Health Promotion Studies will be members of the Selection Committee automatically. In addition, <del>two (2)</del> full-time continuing faculty members (Categories A1.1 or A1.5) from the School of Public Health Faculty Council will be elected by the Faculty Council. To be eligible to stand and to be eligible to vote Faculty Council members shall hold their primary appointment in the School of Public Health.</li> <li>e) Graduate student representation: <del>The two graduate student associations in the School of Public Health – Health Promotion Graduate Students' Association and Public Health Sciences Students' Association – will each name a representative to the Selection Committee.</del></li> <li>f) Professional or community association representation: <del>The Public Health Agency of Canada and Alberta Health Services (Public Health Division)</del> will each name a representative who is a public health practitioner to the Selection Committee.</li> <li>g) One (1) person who is the representative of a group of affiliated faculty members, the group to consist of adjunct professors with University appointments in other faculties and faculty members with joint appointments and whose primary appointments are in other Faculties. The Provost and Vice-President (Academic) shall be responsible for directing the election of this representative.</li> </ul>	<p>The selection committee shall consist of the following voting members:</p> <ul style="list-style-type: none"> <li>a) no change</li> <li>b) no change</li> <li>c) no change</li> <li>d) Faculty representation: The Chair of the Department of Public Health Sciences and the Director of the Centre for Health Promotion Studies will be members of the Selection Committee automatically. In addition, <b>four (4)</b> full-time continuing faculty members (Categories A1.1 or A1.5) from the School of Public Health Faculty Council will be elected by the Faculty Council. To be eligible to stand and to be eligible to vote Faculty Council members shall hold their primary appointment in the School of Public Health.</li> <li>e) Graduate student representation: <b>The School of Public Health Students' Association will name two representatives to the Selection Committee.</b></li> <li>f) Professional or community association representation: <b>Alberta Ministry of Health</b> and Alberta Health Services will each name a representative who is a public health practitioner to the Selection Committee.</li> <li>g) No change</li> </ul>

h) One (1) full-time member of the support staff (~~Category B1.0~~) from the Faculty concerned, elected by the full-time support staff (~~Category B1.0~~) in that Faculty. The Provost and Vice-President (Academic) shall be responsible for directing the election of any support staff member serving on a selection committee described in the Selection of Faculty Deans Procedure and the Review of Faculty Deans Procedure.

i) One (1) academic staff representative from Category A1.0, from outside the Faculty concerned, elected by GFC.

(Total members: 44)

h) One (1) full-time member of the support staff (Categories S1.1 or S1.2) from the Faculty concerned, elected by the full-time support staff (Category S1.1 or S1.2) in that Faculty. The Provost and Vice-President (Academic) shall be responsible for directing the election of any support staff member serving on a selection committee described in the Selection of Faculty Deans Procedure and the Review of Faculty Deans Procedure.

i) No change

(Total members: 16)

Please note the location of this meeting.

Monday, October 1, 2012  
L1-490, Edmonton Clinic Health Academy  
2:00 PM – 4:00 PM

### OPENING SESSION

### Presenter/Proposer

1. Approval of the Agenda Martin Ferguson-Pell
2. Approval of the Minutes of May 28, 2012 Martin Ferguson-Pell
3. Comments from the Acting President (no documents) Martin Ferguson-Pell
4. Kick-Off (no documents) Marion Haggarty-France

### ACTION ITEMS

5. New Members of GFC Martin Ferguson-Pell  
[Note: A motion to *appoint* may be proposed only by a statutory member of GFC. A motion to *receive* may be proposed by any member of GFC.]  
*Motion: To Appoint New Members*  
*Motion: To Receive New Members*
6. Proposal to Establish a Department of Women's and Gender Studies (Faculty of Arts) (and Concurrent Termination of the Faculty's Women's Studies Program) Martin Ferguson-Pell  
Lesley Cormack  
Lise Gotell  
Joanne McKinnon  
*Motion: To Recommend Board of Governors Approval*

### DISCUSSION ITEMS

7. Information Session on the University Budget 2012/2013 Preliminary Forecast (no documents) Martin Ferguson-Pell  
Phyllis Clark
8. Question Period Martin Ferguson-Pell

*[Question Period Policy provides that Question Period is one half-hour in length and comprises both oral and written questions. Question Period can be extended if there is a motion to do so (General Faculties Council Terms of Reference).]*

No questions to date.

*[At the close of Question Period, questions will be invited on the following Information Items (Executive Committee Minutes; Reports of the Board of Governors to GFC; Nominating Committee/Replenishment Committee Reports.)]*



## **INFORMATION ITEMS**

9. GFC Executive Committee Minutes of May 7 and June 4, 2012 Martin Ferguson-Pell  
*(Minutes for GFC Executive Committee meetings are available online at: <http://www.governance.ualberta.ca/en/GeneralFacultiesCouncil/ExecutiveCommittee.aspx> )*
10. Reports of the Board of Governors of May 11, June 4, and June 15, 2012 Mike Belosevic
11. E-Mail Reports of the GFC Nominating Committee (May 25 and July 5, 2012) Ed Blackburn
12. E-Mail Report of the GFC Replenishment Committee (June 19, 2012) Garry Bodnar
13. Information Items Forwarded to GFC Members Between Meetings Martin Ferguson-Pell
- Result of the Election of One (1) Academic Staff Member to Serve as the GFC Nominee to the Board of Governors [E-Mailed to Members on June 27, 2012]
  - A Important Reminder: Election by GFC of One (1) Academic Staff Representative to Serve as the Nominee of General Faculties Council on the U of A's Board of Governors [E-Mailed to Members on June 22, 2012]
  - Election by GFC of One (1) Academic Staff Representative to Serve as the Nominee of General Faculties Council on the U of A's Board of Governors [E-Mailed to Members on June 18, 2012]
  - Cancellation of the June 18, 2012 Meeting of General Faculties Council (GFC) [E-Mailed to Members on June 5, 2012]
  - Nominees for Two (2) Faculty Vacancies on the GFC Replenishment Committee (GFC RC) [E-Mailed to Members on June 1, 2012]
  - Correspondence Regarding a Survey on Academic Senates (and GFCs) in Canada [E-Mailed to Members on June 1, 2012]
  - An Update Regarding the Agenda for the May 28, 2012 Meeting of General Faculties Council (GFC) [E-Mailed to Members on May 25, 2012]
14. Reports Martin Ferguson-Pell
- If a GFC member has a question about a report, or feels that the report should be discussed by GFC, the GFC member should notify the Secretary to GFC, in writing, two business days or more before GFC meets so that the Committee Chair (or relevant expert) can be invited to attend. [GFC Terms of Reference Section 4 (Procedures)]*
- No reports to date.

## **CLOSING SESSION**

15. Next meeting date: Monday, October 29, 2012 Martin Ferguson-Pell

Documentation was before members unless otherwise noted.

Notes for members: This is the 385<sup>th</sup> meeting of General Faculties Council.

Meeting REGRETS to: Jon Buck, Governance Assistant, 780-492-4262, [jon.buck@ualberta.ca](mailto:jon.buck@ualberta.ca)  
Prepared by: Garry Bodnar, Director of GFC Services and Secretary to GFC, 780-492-4733, [garry.bodnar@ualberta.ca](mailto:garry.bodnar@ualberta.ca)  
Posted On Line for Members: September <>, 2012  
University Governance: <http://www.governance.ualberta.ca>

Presenters/Proposers:

Ed Blackburn	Chair, GFC Nominating Committee
Mike Belosevic	Academic Staff Representative on the Board of Governors
Garry Bodnar	Secretary to General Faculties Council and Coordinator, GFC Replenishment Committee
Phyllis Clark	Vice-President (Finance and Administration)
Lesley Cormack	Dean, Faculty of Arts
Martin Ferguson-Pell	Acting President and Acting Chair, General Faculties Council; Acting Provost and Vice-President (Academic); and Acting Chair, GFC Executive Committee)
Lise Gotell	Chair, Women's Studies Program, Faculty of Arts
Marion Haggarty-France	University Secretary
Joanne McKinnon	Assistant Chair (Administration), Women's Studies Program, Faculty of Arts

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