
The following Motions and Documents were considered by the GFC Executive Committee at its Monday, October 31, 2022 meeting:

Agenda Title: **Proposed Changes to Composition of the Deans Selection Committee for the Faculty of Pharmacy and Pharmaceutical Sciences**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Pharmacy and Pharmaceutical Sciences as set forth in Attachment 1, submitted by the Faculty of Pharmacy and Pharmaceutical Sciences, to take effect upon final approval.

FINAL Item 4

Agenda Title: **2023-2024 Academic Schedule Revision**

CARRIED MOTION:

THAT the GFC Executive Committee rescind the approval of the Academic Schedule for 2023-2024.

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the revised Academic Schedule for 2023-2024 (submitted by the Acting Vice-Provost and University Registrar and as set forth in Attachment 1) 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.

FINAL Item 5

Agenda Title: **Proposed Changes to the Terms of Reference for the GFC Nominating Committee**

CARRIED MOTION:

THAT the GFC Executive Committee recommend that the General Faculties Council approve the proposed changes to the Terms of Reference for the GFC Nominating Committee as set forth in attachment 1, to take effect upon approval.

FINAL Item 6

Agenda Title: **Proposed Revisions to Terms of Reference – General Faculties Council**

CARRIED MOTION:

THAT the GFC Executive Committee recommend the General Faculties Council approve the proposed changes to the GFC Terms of Reference as set forth in Attachment 1, to take effect upon approval.

FINAL Item 7

Agenda Title: **Draft Agenda for the Next Meeting of General Faculties Council**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the November 14, 2022 meeting of General Faculties Council, as set forth in Attachment 1, as amended.

FINAL Item 11 **Exec rescinded this motion by e-Vote. See November 3, 2022 final motions for details.*

FINAL Item No. 4
**Governance Executive Summary
Action Item**

Agenda Title	Proposed Changes to Composition of the Deans Selection Committee for the Faculty of Pharmacy and Pharmaceutical Sciences
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Motion

<p>THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Pharmacy and Pharmaceutical Sciences as set forth in Attachment 1, submitted by the Faculty of Pharmacy and Pharmaceutical Sciences, to take effect upon final approval</p>

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Christine Hughes, Interim Dean
Presenter(s)	Christine Hughes, Interim Dean

Details

Office of Administrative Responsibility	General Faculties Council
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee because Pharmacy Faculty Council (FoPPS FC) has voted to align its composition with that of employment positions within the Faculty including increased representation from non-academic staff member categories and voting by categories.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	A working group was created in the spring. Members included academic, teaching staff, and administrator. This group met several times and after input from Faculty Council, Academic Staff Meeting, and comments brought to members of the committee, this proposal was forward to be voted on October 11, 2022. It is anticipated that a Dean Selection Committee will be struck late fall or early winter. The significant change was the increase in representation. In the proposed composition there is more specific representation that align with the collective agreement. The other significant difference is the proposal that each of those categories vote on their own constituents to make up their positions on the Dean Selection Committee for ATS and academic faculty. University Governance and Faculty Relations were consulted on proposed changes.
Supplementary Notes and context	<i><This section is for use by University Governance only to outline governance process.></i>

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation	Those who are actively participating: <ul style="list-style-type: none"> ● FoPPS Deans Selection Working Group ● FoPPS Faculty Council discussion September 20, 2022 ● FoPPS Academic Staff discussion September 26, 2022
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Item No. 4

(parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<ul style="list-style-type: none"> • FoPPS Faculty Council approved the proposed composition on October 11, 2022
	<u>Those who have been consulted:</u> n/a
	<u>Those who have been informed:</u> <ul style="list-style-type: none"> • University Governance
Approval Route (Governance) (including meeting dates)	Pharmacy Faculty Council, October 11, 2022 GFC Executive Committee, October 31, 2022

Strategic Alignment

Alignment with <i>For the Public Good</i>	Please note the Institutional Strategic Plan objective(s)/strategies the proposal supports. Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.	
	<input type="checkbox"/> Enrolment Management x Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware x Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
Legislative Compliance and jurisdiction	Post-Secondary Learning Act (PSLA) GFC Executive Committee Terms of Reference	

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

1. FoPPS Dean Selection Proposed Changes pps 1-2

Prepared by: Michelle Maccagno, Director of Administration, mm29@ualberta.ca

Side by Side

Current Composition	Proposed Composition Approved at Faculty Council October 11, 2022
<p>15) PHARMACY AND PHARMACEUTICAL SCIENCES</p> <p>The selection committee shall consist of the following voting members:</p> <p>a) Provost and Vice-President (Academic), or designee, Chair.</p> <p>b) Vice-President (Research), or designee, Vice-Chair.</p> <p>c) Vice-Provost and Dean of the Faculty of Graduate Studies and Research, or designee.</p> <p>d) Four (4) full-time continuing academic staff members (Categories A1.1, A1.6, A1.2 or A2.1) including at least one (1) full-time continuing faculty member (Category A1.1) from each Division of the Faculty of Pharmacy and Pharmaceutical Sciences, all of whom shall be from the membership of the Faculty of Pharmacy and Pharmaceutical Sciences Council and elected by that Faculty Council.</p> <p>e) Two (2) full-time students from the Faculty concerned. When either graduate students or undergraduate students outnumber their counterparts by more than 20:1, both representatives shall be from the larger group.</p> <p>U of A Policies and Procedures On-Line (UAPPOL)</p> <p>[Note: As of 1996 this ratio means that there will be one undergraduate student and one graduate student on all committees except Law and Faculté Saint-Jean (where each will have two undergraduates).] The undergraduate student representative(s) will be selected by the Alberta Pharmacy Students' Association using whatever method the Association deems suitable. Once selected, the names and contact information of</p>	<p>15) PHARMACY AND PHARMACEUTICAL SCIENCES</p> <p>The selection committee shall consist of the following voting members:</p> <p>a) Provost and Vice-President (Academic), or designee, Chair.</p> <p>b) Vice-President (Research), or designee, Vice-Chair.</p> <p>c) Vice-Provost and Dean of the Faculty of Graduate Studies and Research, or designee.</p> <p>d) Four (4) full-time Academic Faculty Members (Categories A1.1 or A1.6) - two (2) of whom shall represent pharmacy practice and two (2) of whom will represent pharmaceutical sciences, from the Pharmacy and Pharmaceutical Sciences Faculty Council elected by full-time Academic Faculty Members (Categories A1.1 and A1.6)</p> <p>e) Two (2) full-time Academic Teaching Staff (ATS) members (Category A2.1) from the Pharmacy and Pharmaceutical Sciences Faculty Council elected by Academic Teaching Staff (Category A2.1)</p> <p>f) Two (2) full-time students . One (1) undergraduate and one (1) graduate.</p> <p>The undergraduate student representative will be selected by the Alberta Pharmacy Students' Association using whatever method the Association deems suitable. Once selected, the name and contact information of the student representative must be forwarded by the Alberta Pharmacy Students' Association to the Faculty Office, and the Students' Union. If the Association is unable to fill the required number of undergraduate student, then the Students' Union will be responsible for the selection of the undergraduate representative.</p> <p>The graduate student representative shall be selected by the organized Faculty Graduate Student Association, by whatever means the organization deems suitable. This name shall be forwarded to the Graduate Students' Association</p>

<p>these student representatives must be forwarded by the Alberta Pharmacy Students' Association to the Faculty Office, and the Students' Union. If the Association is unable to fill the required number of undergraduate students, then the Students' Union will be responsible for the selection of the undergraduate representatives.</p> <p>The graduate student representative(s) shall be selected by the organized Faculty Graduate Student Association, by whatever means the organization deems suitable. This name shall be forwarded to the Graduate Students' Association and the representative will be ratified by the Graduate Students' Association Council. If no Faculty Graduate Student Association exists, the Graduate Students' Association shall be responsible for forwarding a name to the Graduate Students' Association Council for ratification.</p> <p>f) One (1) person who is the representative of the appropriate professional or community association. The professional association represented is the Alberta College of Pharmacists.</p> <p>g) One (1) member of the support staff (≥0.8 FTE, Category S1.0 or S2.0) from the Faculty concerned, elected by the support staff (≥0.8 FTE, Category S1.0 or S2.0) 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.</p> <p>h) One (1) academic staff representative from Category A1.0, from outside the Faculty concerned, elected by GFC. (Total members: 12)</p>	<p>and the representative will be ratified by the Graduate Students' Association Council. If no Faculty Graduate Student Association exists, the Graduate Students' Association shall be responsible for forwarding a name to the Graduate Students' Association Council for ratification.</p> <p>g) One (1) person who is the representative of the appropriate professional or community association. The professional association represented is the Alberta College of Pharmacy.</p> <p>h) One (1) member of the support staff (≥0.8 FTE, Category S1.0 or S2.0) from the Faculty concerned, elected by the support staff (≥0.8 FTE, Category S1.0 or S2.0) 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.</p> <p>(i) One (1) full-time continuing Administrative Professional Officer or Management and Professional Staff member (Categories A1.2, D1.2) from the Pharmacy and Pharmaceutical Sciences Faculty Council elected by the Faculty Council.</p> <p>j) One (1) academic staff representative from Category A1.1, from outside the Faculty concerned, elected by GFC. (Total members: 15)</p>
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**Governance Executive Summary
Action Item**

Agenda Title	2023-2024 Academic Schedule Revision
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Motion

MOTION: THAT the GFC Executive Committee rescind the approval of the Academic Schedule for 2023-2024.

Motion

MOTION: THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the revised Academic Schedule for 2023-2024 (submitted by the Acting Vice-Provost and University Registrar and as set forth in Attachment 1) 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.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Norma Rodenburg, Acting, Vice-Provost and University Registrar
Presenter(s)	Norma Rodenburg, Acting, Vice-Provost and University Registrar

Details

Office of Administrative Responsibility	Office of the Provost and VP Academic
The Purpose of the Proposal is <i>(please be specific)</i>	To provide revised term and deadline dates for the 2023-2024 Academic Year.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<ul style="list-style-type: none"> • This proposal provides revised term and deadline dates for the 2023-2024 Academic Year. • The deadlines for students to apply for exploration credits have been added. • The Faculty of Pharmacy fall term break has been updated. • In recent weeks, we have learned more information about how the National Day for Truth and Reconciliation will be handled when it falls on a weekend. We now understand that when the National Day for Truth and Reconciliation falls on a weekend, it will not result in a day in lieu on the weekday following it because it is not a statutory holiday. • This revision is consistent with other post secondary institutions in and school boards in Alberta. • The revised dates can be found in the attachment. • Recognizing the National Day for Truth and Reconciliation is of critical importance to the University of Alberta. Even though this day will fall on a Saturday in 2023, the U of A will continue to commemorate this day with our community in the days and weeks leading up to it and beyond.



Item No. 5

Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>
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Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<u>Those who are actively participating:</u> <ul style="list-style-type: none"> Office of the Registrar
	<u>Those who have been consulted:</u> <ul style="list-style-type: none"> The original Academic Schedule was widely consulted across campus. This version had specific emphasis with the below areas: Office of the Provost Office of the Registrar University Governance Florence Glanfield, Vice Provost, Indigenous Programming and Research Faculty of Native Studies Faculty of Pharmacy
	<u>Those who have been informed:</u> <ul style="list-style-type: none"> The Academic Schedule will be published in the 2023-2024 University Calendar.
Approval Route (Governance) (including meeting dates)	GFC Executive Committee October 31, 2022 for final approval.

Strategic Alignment

Alignment with <i>For the Public Good</i>	<p>The creation of the academic schedule is an annual process led by the Office of the Registrar and created collaboratively with many partners on campus. We continually strive to ensure that it is accurate and clear and can support student success. This work touches on many elements within For the Public Good, but most specifically fits under "Excel" and "Sustain".</p> <p>Excel: Excel as individuals, and together, sustain a culture that fosters and champions distinction and distinctiveness in teaching, learning, research, and service.</p> <p>Sustain: Sustain our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all Albertans</p>								
Alignment with Core Risk Area	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0"> <tr> <td><input type="checkbox"/> Enrolment Management</td> <td><input type="checkbox"/> Relationship with Stakeholders</td> </tr> <tr> <td><input type="checkbox"/> Faculty and Staff</td> <td><input type="checkbox"/> Reputation</td> </tr> <tr> <td><input type="checkbox"/> Funding and Resource Management</td> <td><input type="checkbox"/> Research Enterprise</td> </tr> <tr> <td><input type="checkbox"/> IT Services, Software and Hardware</td> <td><input type="checkbox"/> Safety</td> </tr> </table>	<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders	<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation	<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise	<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety
<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders								
<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation								
<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise								
<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety								



	<input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Student Success
Legislative Compliance and jurisdiction	<p>1. Post-Secondary Learning Act (PSLA): GFC is responsible, generally, for the academic affairs of the University and specifically, for the Academic Schedule of the University (Sections 26(1), 26(1)(d)(e)(g) and (j) (<i>Powers of General Faculties Council</i>)).</p> <p>2. GFC Executive Committee Terms of Reference (Section 3. (Mandate of the Committee)) states:</p> <p>“4. Academic Schedule</p> <p>a. Delegation</p> <p><i>Post-Secondary Learning Act (PSLA) Section 26(l)(j) follows:</i></p> <p>26(1) Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university and, without restricting the generality of the foregoing, has the authority to... (2) (j) determine the date for the beginning and end of lectures in the university and also the beginning and end of each university term....</p> <p>b. Academic Schedule Changes</p> <p>The GFC Executive Committee has delegated authority from General Faculties Council to approve the Academic Schedule. Any changes to the Academic Schedule proposed after the Schedule has been approved must be submitted to the Executive Committee. That committee will determine which changes are sufficiently substantial and require, therefore, GFC approval and which ones are routine in nature and could be dealt with by the Executive Committee.”</p> <p>3. GFC Policy: Section 25 (<i>Calendar Changes</i>) of the GFC Policy Manual states final editorial authority for minor procedural directions was delegated to the Registrar, who will be responsible for the conformance of these directions to the general University policy. (GFC 29 JUN 1981)”</p> <p>4. UAPPOL Academic Schedule Policy states:</p> <p>“[...]</p> <p>2. ACADEMIC SCHEDULE DELEGATION OF AUTHORITY</p> <p>The authority to determine the Academic Schedule is the responsibility of the GFC Executive Committee, as delegated to that body by General Faculties Council.</p> <p>The Registrar recommends on the Academic Schedule to the GFC Executive Committee.”</p>	



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	<p>5. UAPPOL Academic Schedule Procedure states: “Each spring, the Exams and Timetabling Division in the Office of the Registrar will begin drafting the Academic Schedule for the following year[...].</p> <p>Two drafts will be sent out to a distribution list that includes the President, Vice-Presidents and senior administrators, Deans, Assistant and Associate Deans, Directors and other stakeholders for feedback and suggested changes.</p> <p>The final draft of the Academic Schedule will be sent to the GFC Executive Committee no later than mid-October for approval.</p> <p>After the Academic Schedule has been approved, it will be published in the <i>University Calendar</i>.”</p>
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Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page 1-18): Revised Academic Schedule for 2023-2024

Prepared by:

Norma Rodenburg, Acting Vice-Provost & University Registrar, norma.rodensburg@ualberta.ca

Jesse Luyendyk, Assistant Registrar Enrolment Services, jluyendy@ualberta.ca

July 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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27	28	29	30	31		

	term start/end dates
	exam dates
	stat holiday/day in lieu
	Fall/Winter break
	Honor TRC day

September 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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October 2023						
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29	30	31				

November 2023						
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December 2023						
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31						

January 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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21	22	23	24	25	26	27
28	29	30	31			

February 2024						
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25	26	27	28	29		

March 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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31						

April 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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May 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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June 2024						
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July 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
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August 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
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11	12	13	14	15	16	17
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25	26	27	28	29	30	31

2023 Spring-Summer dates and deadlines					
IMPORTANT Not all classes follow the dates listed below; check www.registraroffice.ualberta.ca for Spring/Summer nonstandard deadline dates and detailed information.					
Classes begin					
Spring Term		May 8, 2023	Summer Term		July 10, 2023
	First half	May 8, 2023		First half	July 10, 2023
	Second half	May 29, 2023		Second half	July 31, 2023
Spring/Summer terms (13 week A/B, part classes)		Classes begin date exceptions may apply, refer to Bear Tracks class schedule for individual class start date.			
Registration Add/Delete (no academic record)					
Spring Term		May 11, 2023	Summer Term		July 13, 2023
	First half	May 11, 2023		First half	July 13, 2023
	Second half	June 1, 2023		Second half	August 3, 2023
Spring/Summer terms (13 week A/B, part classes)		Deadline dates will be available on website.			
Audit and Credit to Audit					
Spring Term		May 8-11, 2023	Summer Term		July 10-13, 2023
Spring/Summer terms (13 week A/B, part classes)		May 8-11, 2023			
Fee Payment (see Note 1)					
Spring Term		May 11, 2023	Summer Term		July 13, 2023
Spring/Summer terms (13 week A/B, part classes)		May 11, 2023			
Fee Refund – 50% (see Note 2)					
Spring Term		May 23, 2023	Summer Term		July 24, 2023
	First half	May 15, 2023		First half	July 17, 2023
	Second half	June 5, 2023		Second half	August 7, 2023
Spring/Summer terms (13 week A/B, part classes)		Deadline dates will be available on website.			
Withdrawal (Grade of W)					
Spring Term		June 7, 2023	Summer Term		August 9, 2023
	First half	May 22, 2023		First half	July 24, 2023
	Second half	June 8, 2023		Second half	August 10, 2023
Spring/Summer terms (13 week A/B, part classes)		Deadline dates will be available on website.			
Classes end					
Spring Term		June 14, 2023	Summer Term		August 16, 2023
	First half	May 26, 2023		First half	July 28, 2023
	Second half	June 14, 2023		Second half	August 16, 2023
Spring/Summer terms (13 week A/B, part classes)		Classes end date exceptions may apply, refer to Bear Tracks class schedule for individual class end date.			
Examinations					
Spring Term		June 15-16, 2023	Summer Term		August 17-18, 2023
Refer to "University Regulations; Academic Regulations; Examinations (Exams)" in the University Calendar for reappraisals and reexaminations procedures and application deadline dates.					

Notes:					
1. Students who have not paid their fees in full by this date, or made satisfactory alternate arrangements, will be assessed late payment penalty charges. To avoid installment charges, all Fall/Winter fees must be paid by the Fall Term Fee Payment Deadline and Spring/Summer fees must be paid by the Spring Term Fee Payment Deadline. Refer to "Deadline for Fee Payments" in the University Calendar for details.					
2. Students withdrawing after this date will be assessed full fees.					

Fall 2023-Winter 2024 dates and deadlines					
Application to Convocate					
	Undergraduate	Graduate		Undergraduate	Graduate
Fall Term	September 1, 2023	October 2, 2023	Winter term	February 1, 2024	April 1, 2024
Classes begin					
Fall Term		September 5, 2023	Winter Term		January 8, 2024
	First half	September 5, 2023		First half	January 8, 2024
	Second half	October 23, 2023		Second half	February 26, 2024
Fall/Winter Terms (A/B part classes)		September 1, 2023			
<i>Classes begin date exceptions may apply, students must contact their Faculty.</i>					
Augustana					
Fall Term	3 week classes	August 24, 2023	Winter Term	3 week classes	January 4, 2024
	11 week classes	September 18, 2023		11 week classes	January 29, 2024
Law					
Fall Term		September 6, 2023			
Registration Add/Delete (no academic record)					
Fall Term		September 18, 2023	Winter Term		January 19, 2024
	First half	September 18, 2023		First half	January 19, 2024
	Second half	November 3, 2023		Second half	March 15, 2024
Fall/Winter Terms (A/B part classes)		September 15, 2023			
Audit and Credit to Audit					
Fall Term	September 19-25, 2023		Winter Term	January 22-26, 2024	
Fall/Winter Terms (A/B part classes)		September 18-22, 2023			
Fee Payment (see Note 1)					
Fall Term		September 29, 2023	Winter Term		January 31, 2024
Fall/Winter Terms (A/B part classes)		September 29, 2023			
Fee Refund – 50% (see Note 2)					
Fall Term		October 5, 2023	Winter Term		February 7, 2024
	First half	September 28, 2023		First half	January 26, 2024
	Second half	November 22, 2023		Second half	March 27, 2024
Fall/Winter Terms (A/B part classes)		See Note 3			
Withdrawal (Grade of W)					
Fall Term		December 1, 2023	Winter Term		April 5, 2024
	First half	October 6, 2023		First half	February 9, 2024
	Second half	December 1, 2023		Second half	April 5, 2024
Fall/Winter Terms (A/B part classes)		See Note 3			
Classes end					
Fall Term		December 8, 2023	Winter Term		April 12, 2024
	First half	October 13, 2023		First half	February 16, 2024
	Second half	December 8, 2023		Second half	April 12, 2024
Fall/Winter Terms (A/B part classes)		April 12, 2024			
<i>Classes end date exceptions may apply, students must contact their Faculty.</i>					
Augustana					
Fall Term	3 week classes	September 13, 2023	Winter Term	3 week classes	January 24, 2024
	11 week classes	December 11, 2023		11 week classes	April 19, 2024
Law					

Fall Term		December 6, 2023			
Examinations					
Refer to the Academic Schedule for Fall and Winter final examination dates					
Refer to "University Regulations; Academic Regulations; Examinations (Exams)" in the University Calendar for reappraisals and reexaminaitons procedures and application deadline dates.					

Notes:					
1. Students who have not paid their fees in full by this date, or made satisfactory alternate arrangements, will be assessed late payment penalty charges. To avoid installment charges, all Fall/Winter fees must be paid by the Fall Term Fee Payment Deadline and Spring/Summer fees must be paid by the Spring Term Fee Payment Deadline. Refer to "Deadline for Fee Payments" in the University Calendar for details.					
2. Students withdrawing after this date will be assessed full fees.					
3. If you withdraw from a two-term (A/B part) course from October 6, 2023 to January 19, 2024, you will be assessed full fees for Fall Term. If your Faculty determines that you may have special permission to withdraw from January 20 to February 7, 2024, you will be assessed Fall Term fees and 50% of Winter Term fees. After February 7, 2024, you will be assessed full fees for both terms.					

Start Date - Proposed	End Date - Proposed	Event
Saturday, July 1, 2023		One hundred and seventeenth University year begins.
Saturday, July 1, 2023		Canada Day; University buildings closed.
Monday, July 3, 2023		Canada Day in lieu of holiday
Tuesday, July 4, 2023		Students in year three of the BSc in Medical Laboratory Science program begin year of practical training.
Friday, July 7, 2023		Summer program ends for students in years one, two and three of the DDS programs.
Monday, July 10, 2023		Summer Term classes begin.
Monday, July 10, 2023	Thursday, July 13, 2023	Auditor registrations for Summer Term courses will be accepted only on these days.
Thursday, July 13, 2023		Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to the University of Alberta International.
Thursday, July 13, 2023		Summer Term Registration Deadline. Last day to add or drop six-week courses and courses offered in the first three weeks of Summer Term (Bear Tracks web registration available until midnight). Students wishing to add or drop three-week courses offered during the last three weeks of the term should seek assistance at department offices.
Thursday, July 13, 2023		Payment Deadline: Last day for payment of Summer Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late payment penalty charges.
Monday, July 17, 2023		Summer Term Refund Deadline for three-week courses: Students withdrawing from courses taught in the first three weeks of Summer Term will be assessed full fees after this date.
Monday, July 24, 2023		Summer Term Refund Deadline for six-week courses: Students withdrawing from courses taught for six weeks will be assessed full fees after this date.
Monday, July 24, 2023		Last day for withdrawal from courses taught in the first three weeks of Summer Term.
Friday, July 28, 2023		Last day of classes taught in the first three weeks of Summer Term.
Monday, July 31, 2023		Classes begin for courses taught in the last three weeks of Summer Term.

Start Date - Proposed	End Date - Proposed	Event
Monday, July 31, 2023		Deadline to write a special deferred examination for students who have missed a deferred examination for cause. Please refer to University Calendar; University Regulations and Information for Students; Academic Regulations; Attendance; Absence from Final Exams section.
Thursday, August 3, 2023		Second half Summer Term Registration Deadline for three-week courses: Last day to add or drop courses offered in the last three weeks of Summer Term. Students can contact department for assistance.
Monday, August 7, 2023		Heritage Day; University buildings closed.
Tuesday, August 8, 2023		Summer Term Refund Deadline for three-week courses: Students withdrawing from courses taught in the last three weeks of Summer Term will be assessed full fees after this date.
Tuesday, August 8, 2023		Classes begin for years three and four of the MD program.
Wednesday, August 9, 2023		Last day for withdrawal from six-week courses in Summer Term.
Thursday, August 10, 2023		Last day for withdrawal from courses taught in the last three-weeks of Summer Term.
Monday, August 14, 2023		Fall Term classes begin for all students in the MSc and PhD Orthodontics and Oral Medicine programs.
Wednesday, August 16, 2023		Summer Term classes end.
Thursday, August 17, 2023	Friday, August 18, 2023	Final examinations for Summer Term classes, exceptions may apply.
Monday, August 21, 2023		Registration opens for Open Studies students in courses designated for delayed registration.
Monday, August 21, 2023		Classes begin for students in the Dentistry program, DDS program, year two of the Radiation Therapy program, and year two of Medical Laboratory Science program.
Thursday, August 24, 2023		Augustana Faculty Fall Term 3-week classes begin.
Friday, August 25, 2023		Augustana Faculty Fall Term 3-week classes' registration deadline; students withdrawing after this date through August 30 will be assessed 50% fees.
Monday, August 28, 2023		Fall Term classes begin for students in year one and two of the MD program.
Monday, August 28, 2023		Fall Term classes begin for students in the BSc Dental Hygiene program and students in the DDS program.
Monday, August 28, 2023		Fall Term classes begin for students in year four of the BSc Radiation Therapy program.
Wednesday, August 30, 2023		Fall Term classes begin for students in year three of the BSc Radiation Therapy program.

Start Date - Proposed	End Date - Proposed	Event
Wednesday, August 30, 2023		Augustana Faculty Fall Term 3-week classes Refund Deadline; students withdrawing after this date will be assessed full fees.
Thursday, August 31, 2023		Orientation for new undergraduate students.
Thursday, August 31, 2023		Fall Term classes begin for all students in the MSc and PhD Periodontology program.
Friday, September 1, 2023		Last day for undergraduate students to apply through Bear Tracks for permission to graduate at Fall Convocation.
Monday, September 4, 2023		Labour Day; University buildings closed.
Tuesday, September 5, 2023		Fall Term and Fall/Winter two-term classes begin. Exceptions may apply; students must consult with their Faculty office
Wednesday, September 6, 2023		Fall Term classes begin for students in the Faculty of Law.
Friday, September 8, 2023		Augustana Faculty last day to withdraw from Fall Term 3-week classes.
Friday, September 8, 2023		Augustana Faculty last day to apply for Exploration Credits for Fall Term 3-week classes
Wednesday, September 13, 2023		Last day of Fall Term 3-week classes for Augustana Faculty students.
Monday, September 18, 2023		Fall Term Registration Deadline. Last day to add or drop Fall Term and Fall/Winter two-term courses (Bear Tracks web registration system available until midnight): Students withdrawing after this date through October 5 will be assessed 50% fees for withdrawn courses. Exceptions may apply; students must consult with their Faculty office.
Monday, September 18, 2023		Augustana Faculty Fall Term 11-week and Fall/Winter two-term 11-week classes begin.
Tuesday, September 19, 2023	Monday, September 25, 2023	Registration by undergraduate and graduate students to change to audit or change from 'credit' to 'audit' in Fall Term and Fall/Winter Term courses will be accepted only during this period.
Tuesday, September 19, 2023		SU Health and Dental Plan Change of Coverage Deadline. Students wishing to opt-out of this service or change their coverage must do so through www.ihaveaplan.ca .
Wednesday, September 27, 2023		Augustana Faculty Fall Term 11-week classes drop deadline; students withdrawing after this date through October 16 will be assessed 50% fees. Students must contact a Faculty advisor for assistance.
Thursday, September 28, 2023		Fall Term Refund Deadline for six-week courses: Students withdrawing from courses offered in the first six weeks of Fall Term will be assessed full fees after this date.

Start Date - Proposed	End Date - Proposed	Event
Friday, September 29, 2023		Payment Deadline: Last day for payment of Fall Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late penalty charges. To avoid instalment charges, all Fall/Winter fees must be paid by the Fall Term Fee Deadline.
Saturday, September 30, 2023		University closed in honor of the National Day for Truth and Reconciliation.
Monday, October 2, 2023		Last day for graduate students in thesis-based programs to submit theses to and be approved by the Faculty of Graduate Studies to ensure graduation at Fall Convocation.
Monday, October 2, 2023		Last day for Departments to submit Report of Completion of course-based masters, postgraduate diploma, or graduate certificate programs to the Faculty of Graduate Studies and Research to ensure graduation at Fall Convocation.
Monday, October 2, 2023		Last day for graduate students to apply through Bear Tracks to ensure graduation at Fall Convocation.
Monday, October 2, 2023		Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to the University of Alberta International.
Thursday, October 5, 2023		Fall Term Refund Deadline: Students withdrawing after this date will be assessed full fees. Exceptions may apply; students must consult with their Faculty office.
Friday, October 6, 2023		Last day for withdrawal from six-week courses offered in the first half of the Fall Term.
Friday, October 6, 2023		Last day to apply for Exploration Credits for 6-week courses offered in the first half of the Fall Term.
Monday, October 9, 2023		Thanksgiving Day; University buildings closed.
Tuesday, October 10, 2023		No classes for first, second and third year PharmD students.
Friday, October 13, 2023		Last day of classes for six-week courses offered in the first half of Fall Term.
Friday, October 13, 2023		Augustana Faculty Fall Term 11-week classes refund deadline; students withdrawing after this date will be assessed full fees.
Monday, October 23, 2023		Classes begin for six-week courses offered in the second half of the Fall Term.
Friday, November 3, 2023		Last day to drop six-week courses offered in the second half of the Fall Term. Students can contact the teaching department for assistance.

Start Date - Proposed	End Date - Proposed	Event
Saturday, November 11, 2023		Remembrance Day; University buildings closed.
Monday, November 13, 2023		Remembrance Day holiday; University buildings closed
Tuesday, November 14, 2023		No classes for first, second and third year PharmD students.
Tuesday, November 14, 2023	Friday, November 17, 2023	Fall Term Reading week. Classes withdrawn for a full week, except for students in Faculty of Law; Faculty of Medicine and Dentistry (excluding the BSc Dental Hygiene program); Faculty of Rehabilitation Medicine; students in the PharmD program and students in Cooperative Education, Experiential Learning Placement, Clinical Placement and Work Placement terms.
Tuesday, November 21, 2023	Wednesday, November 22, 2023	Fall Convocation, Part I, Parts II and III
Wednesday, November 22, 2023		Fall Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the last six weeks of Fall Term will be assessed full fees.
Wednesday, November 29, 2023		Augustana Faculty last day to withdraw from Fall Term 11-week classes.
Wednesday, November 29, 2023		Augustana Faculty last day to apply for Exploration Credits for Fall Term 11-week classes.
Friday, December 1, 2023		Last day for withdrawal from six-week courses offered in the second half of Fall Term.
Friday, December 1, 2023		Last day to apply for Exploration Credits for 6-week courses offered in the second half of the Fall Term.
Friday, December 1, 2023		Last day for withdrawal from Fall Term courses. Exceptions may apply; students must consult with their Faculty office.
Friday, December 1, 2023		Last day to apply for Exploration Credits for 13-week courses offered in Fall Term.
Tuesday, December 5, 2023		Last day of Fall Term classes for students in the Faculty of Law.
Wednesday, December 6, 2023		Last day of Fall Term 11-week classes for Augustana Faculty students.
Friday, December 8, 2023		Last day of Fall Term classes. Exceptions may apply; students must consult with their Faculty office.
Saturday, December 9, 2023	Friday, December 22, 2023	Fall Term examinations (including consolidated examinations). Exceptions may apply; students must consult with their Faculty office. Examinations other than consolidated examinations are held within the period December 12-21 (inclusive). University-organized extracurricular activities will normally not be allowed during this period.

Start Date - Proposed	End Date - Proposed	Event
Tuesday, December 12, 2023	Thursday, December 21, 2023	Final exam period for students in year two of the BSc Dental Hygiene program.
Wednesday, December 13, 2023		Last day of classes for students in year three and four of the BSc Dental Hygiene Program.
Monday, December 11, 2023	Saturday, December 16, 2023	Augustana Faculty final examinations in Fall Term courses and mid-year examinations in two-term courses. Extracurricular activities sponsored by Augustana Faculty will normally not be allowed during this period.
Friday, December 15, 2023		Last day of Fall Term classes for students in year four of the BSc Radiation Therapy program.
Friday, December 15, 2023	Thursday, December 21, 2023	Final exam period for students in year three and four of the BSc Dental Hygiene program.
Friday, December 15, 2023		Last day of Fall Term classes for students in the MSc and PhD Orthodontics, Oral Medicine and Periodontology programs.
Friday, December 22, 2023		Last day of Fall Term classes for students in the DDS program.
Friday, December 22, 2023		Last day of Fall term for students in the MD program.
Monday, December 25, 2023	Friday, December 29, 2023	Christmas holiday period; University buildings closed.
Wednesday, December 27, 2023		Winter term classes begin for students in year three and four of the MD program.
Monday, January 1, 2024		New Year's Day; University buildings closed.
Tuesday, January 2, 2024		Winter Term classes begin for students in year four of the BSc Radiation Therapy program.
Wednesday, January 3, 2024		Winter Term classes begin for all students in the DDS program
Wednesday, January 3, 2024		Winter Term classes begin for all students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs
Thursday, January 4, 2024		Augustana Faculty Winter Term 3-week classes begin.
Thursday, January 4, 2024		Winter Term classes begin for the BSc Dental Hygiene program.
Friday, January 5, 2024		Augustana Faculty Winter Term 3-week classes' registration deadline; students withdrawing after this date through January 10 will be assessed 50% fees.
Monday, January 8, 2024		Winter Term classes begin for students in year one and two of the MD program
Monday, January 8, 2024		Winter Term classes begin. Exceptions may apply; students must consult with their Faculty office.
Wednesday, January 10, 2024		Augustana Faculty Winter Term 3-week classes refund deadline; students withdrawing after this date will be assessed full fees.

Start Date - Proposed	End Date - Proposed	Event
Thursday, January 18, 2024		Augustana Faculty last day to withdraw from Winter Term 3-week classes.
Thursday, January 18, 2024		Augustana Faculty last day to apply for Exploration Credits for Winter Term 3-week classes
Friday, January 19, 2024		Last day to withdraw from Fall/Winter two-term courses.
Friday, January 19, 2024		Last day to apply for Exploration Credits for Fall/Winter two-term courses
Friday, January 19, 2024		Winter Term Registration Deadline. Last day to add or drop Winter Term courses (Bear Tracks web registration system available until midnight): Students withdrawing after this date through February 4 will be assessed 50% fees for withdrawn courses. Exceptions may apply; students can consult with their Faculty office.
Monday, January 22, 2024	Friday, January 26, 2024	Registration by undergraduate and graduate students to change to audit or change from 'credit' to 'audit' in Fall Term and Fall/Winter Term courses will be accepted only during this period.
Wednesday, January 24, 2024		Last day of Winter Term 3-week classes for Augustana Faculty students.
Monday, January 29, 2024		Augustana Faculty Winter Term 11-week classes begin.
Friday, January 26, 2024		Winter Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the first six weeks of Winter Term will be assessed full fees.
Wednesday, January 31, 2024		Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to the University of Alberta International.
Wednesday, January 31, 2024		Payment Deadline: Last day for payment of Winter Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late payment penalty charges.
Thursday, February 1, 2024		Last day for undergraduate students to apply through Bear Tracks for permission to graduate at Spring Convocation.
Thursday, February 1, 2024		Last day for application for reappraisal of final examinations for Fall Term courses.
Wednesday, February 7, 2024		Last day to withdraw from Fall/Winter two-term 11-week classes for Augustana Faculty.
Wednesday, February 7, 2024		Winter Term Refund Deadline: Students withdrawing from courses after this date will be assessed full fees. Exceptions may apply; students must consult with their Faculty office.

Start Date - Proposed	End Date - Proposed	Event
Friday, February 9, 2024		Last day for withdrawal from six-week courses offered in the first half of Winter Term.
Friday, February 9, 2024		Last day to apply for Exploration Credits for 6-week courses offered in the first half of the Winter Term.
Wednesday, February 14, 2024		Registration system opens for Spring/Summer 2024.
Friday, February 16, 2024		Last day of classes for six-week courses offered in the first half of Winter Term
Monday, February 19, 2024		Statutory Provincial holiday; University buildings closed.
Tuesday, February 20, 2024	Friday, February 23, 2024	Winter Term Reading Week. Classes withdrawn for a full week, except for students in Nursing undergraduate focused practicum courses, Experiential Learning placement, years three and four of the MD program, year four Pharmacy, and students in the clinical component of the Radiation Therapy program. Exceptions may apply; students must consult with their Faculty office.
Wednesday, February 7, 2024		Augustana Faculty Winter Term 11-week classes drop deadline; students withdrawing after this date through March 1 will be assessed 50% fees. Students must contact a faculty advisor for assistance.
Friday, March 1, 2024		Augustana Faculty Fall Term 11-week classes refund deadline; students withdrawing after this date will be assessed full fees.
Monday, March 4, 2024		Classes begin for six-week courses offered in the second half of Winter Term.
Monday, March 4, 2024		12:00 to 1:00 pm Students' Union Election Forum in the Myer Horowitz Theatre (SUB). Classes withdrawn for this time period.
Friday, March 15, 2024		Last day to drop from six-week courses offered in the second half of Winter Term. Students can contact Department for assistance.
Friday, March 22, 2024		Winter Term Refund Deadline for six-week courses: After this date students withdrawing from courses offered in the last six weeks of Winter Term will be assessed full fees.
Friday, March 29, 2024		Good Friday; University buildings closed.
Monday, April 1, 2024		Easter Monday; University buildings closed.
Monday, April 1, 2024		Last day for students in thesis-based programs to submit theses for approval by the Faculty of Graduate Studies and Research to ensure graduation at Spring Convocation.

Start Date - Proposed	End Date - Proposed	Event
Monday, April 1, 2024		Last day for departments to submit Report of Completion of course-based master's, postgraduate diploma or graduate certificate programs to the Faculty of Graduate Studies and Research to ensure graduation at Spring Convocation.
Monday, April 1, 2024		Last day for graduate students to apply through Bear Tracks to ensure graduation at Spring Convocation.
Friday, April 5, 2024		Last day for withdrawal from six-week courses offered in the second half of Winter Term.
Friday, April 5, 2024		Last day to apply for Exploration Credits for 6-week courses offered in the second half of the Winter Term.
Friday, April 5, 2024		Last day for withdrawal from Winter Term courses. Exceptions may apply; students must consult with their Faculty office.
Friday, April 5, 2024		Last day to apply for Exploration Credits for 13-week courses offered in Winter Term.
Friday, April 12, 2024		Augustana Faculty last day to withdraw from Winter Term 11-week classes.
Friday, April 12, 2024		Augustana Faculty last day to apply for Exploration Credits for Winter Term 11-week classes.
Friday, April 12, 2024		Last day of Winter Term classes. Exceptions may apply; students must consult with their Faculty office.
Friday, April 12, 2024		Last day of Winter Term classes for students in the BSc Dental Hygiene program.
Monday, April 15, 2024	Friday, April 26, 2024	Final exam period for students in the BSc Dental Hygiene program.
Monday, April 15, 2024	Saturday, April 27, 2024	Winter Term examinations (including consolidated examinations). Exceptions may apply; students must consult with their Faculty office. Examinations other than consolidated examinations are held within the period April 15-27 (inclusive). University-organized extracurricular activities will normally not be allowed during this period.
Friday, April 19, 2024		Last day of Winter Term 11-week classes for Augustana Faculty students.
Wednesday, April 24, 2024	Tuesday, April 30, 2024	Augustana Faculty final examinations period. Extracurricular activities sponsored by the Augustana Faculty will normally not be allowed during this period.
Friday, April 26, 2024		Last day of Winter Term classes for students in the DDS program.
Friday, April 26, 2024		Last day of Winter Term classes for students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs.

Start Date - Proposed	End Date - Proposed	Event
Wednesday, May 1, 2024		Spring Term classes begin for all students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs
Monday, May 6, 2024		Spring Term classes begin.
Monday, May 6, 2024		Classes begin for courses taught in the first three weeks of Spring Term.
Monday, May 6, 2024		Summer program begins for students in years one, two and three of the DDS program.
Monday, May 6, 2024	Thursday, May 9, 2024	Auditor registrations for Spring Term courses will be accepted only on these days.
Thursday, May 9, 2024		Charter Day.
Thursday, May 9, 2024		Payment Deadline: Last day for payment of Spring Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late payment penalty charges.
Thursday, May 9, 2024		Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to the University of Alberta International.
Thursday, May 9, 2024		Spring Term Registration Deadline. Last day to add or drop six-week courses and courses offered in the first three weeks of the term: (Bear Tracks web registration available until midnight.) Students wishing to add or drop three-week courses offered during the last three weeks of the term should seek assistance at department offices.
Friday, May 10, 2024		Last day of Winter term classes and examinations for students in year one of the MD program.
Monday, May 13, 2024		Spring Term Refund Deadline for three-week courses: Students withdrawing from courses taught in the first three weeks of Spring Term will be assessed full fees after this date.
Friday, May 17, 2024		Last day for withdrawal from courses taught in the first three weeks of Spring Term.
Friday, May 17, 2024		Last day to apply for Exploration Credits for 3-week courses offered in the first half of the Spring Term
Monday, May 20, 2024		Victoria Day; University buildings closed.
Tuesday, May 21, 2024		Spring Term Refund Deadline for six-week courses: Students withdrawing after this date will be assessed full fees.
Friday, May 24, 2024		Last day for classes taught in the first three weeks of Spring Term.
Monday, May 27, 2024		Classes begin for courses taught in the last three weeks of Spring Term.
Thursday, May 30, 2024		Last day to add or drop courses taught in the last three weeks of Spring Term. Students can contact Department for assistance.

Start Date - Proposed	End Date - Proposed	Event
Friday, May 31, 2024		Last day of classes and examinations for students in the year two and four of the MD program.
Monday, June 3, 2024		Spring Term Refund Deadline for three-week courses. Students withdrawing from courses taught in the last three weeks of Spring Term will be assessed full fees after this date.
Sunday, June 2, 2024	Friday, June 7, 2024	Spring Term 2024 Convocation, parts I to VI.
Wednesday, June 5, 2024		Last day for withdrawal from six-week courses in Spring Term.
Wednesday, June 5, 2024		Last day to apply for Exploration Credits for 6-week Spring Term courses.
Thursday, June 6, 2024		Last day for withdrawal from courses in the last three weeks of Spring Term.
Thursday, June 6, 2024		Last day to apply for Exploration Credits for 3-week courses offered in the second half of the Spring Term.
Monday, June 10, 2024	Thursday, June 13, 2024	Spring Term 2024 Convocation parts VII to XIII.
Wednesday, June 12, 2024		Last day of Spring Term classes, exceptions may apply.
Thursday, June 13, 2024	Friday, June 14, 2024	Final examinations for Spring Term classes, exceptions may apply.
Sunday, June 30, 2024		One hundred and seventeenth University year ends.
Monday, July 1, 2024		One hundred and eighteenth University year begins.
Tuesday, July 2, 2024		Students in year three of the BSc in Medical Laboratory Science program begin year of practical training.
Friday, July 5, 2024		Summer program ends for students in years one, two and three of the DDS programs.
Monday, July 8, 2024		Summer Term classes begin.
Monday, July 8, 2024		Classes begin for courses taught in the first three weeks of Summer Term.
Monday, July 8, 2024	Thursday, July 11, 2024	Auditor registrations for Summer Term courses will be accepted only on these days.
Thursday, July 11, 2024		Last day for students enrolled in the University of Alberta Health Insurance Program (UAHIP) to opt out of this insurance coverage by providing proof of enrolment in the Alberta Health Care Insurance Plan to the University of Alberta International.
Thursday, July 11, 2024		Summer Term Registration Deadline. Last day to add or drop six-week courses and courses offered in the first three weeks of Summer Term (Bear Tracks web registration available until midnight). Students wishing to add or drop three-week courses offered during the last three weeks of the term should seek assistance at department offices.

Start Date - Proposed	End Date - Proposed	Event
Thursday, July 11, 2024		Payment Deadline: Last day for payment of Summer Term fees. Students who have not paid their fees in full, or made satisfactory alternate arrangements, will be assessed late payment penalty charges.
Friday, July 12, 2024		Last day of Spring Term classes for students in the MSc and PhD Orthodontics, Oral Medicine, and Periodontology programs.
Monday, July 15, 2024		Summer Term Refund Deadline for three-week courses: Students withdrawing from courses taught in the first three weeks of Summer Term will be assessed full fees after this date.
Monday, July 22, 2024		Summer Term Refund Deadline for six-week courses: Students withdrawing from courses taught for six weeks will be assessed full fees after this date.
Monday, July 22, 2024		Last day for withdrawal from courses taught in the first three weeks of Summer Term.
Monday, July 22, 2024		Last day to apply for Exploration Credits for 3-week courses offered in the first half of the Summer Term.
Friday, July 26, 2024		Last day of classes taught in the first three weeks of Summer Term.
Monday, July 29, 2024		Classes begin for courses taught in the last three weeks of Summer Term.
Wednesday, July 31, 2024		Deadline to write a special deferred examination for students who have missed a deferred examination for cause. Please refer to University Calendar; University Regulations and Information for Students; Academic Regulations; Attendance; Absence from Final Exams section.
Thursday, August 1, 2024		Second half Summer Term Registration Deadline for three-week courses: Last day to add or drop courses offered in the last three weeks of Summer Term. Students can contact department for assistance.
Monday, August 5, 2024		Heritage Day; University buildings closed.
Tuesday, August 6, 2024		Summer Term Refund Deadline for three-week courses: Students withdrawing from courses taught in the last three weeks of Summer Term will be assessed full fees after this date.
Tuesday, August 6, 2024		Classes begin for years three and four of the MD program.
Wednesday, August 7, 2024		Last day for withdrawal from six-week courses in Summer Term.
Wednesday, August 7, 2024		Last day to apply for Exploration Credits for 6-week Summer term courses.
Thursday, August 8, 2024		Last day for withdrawal from courses taught in the last three-weeks of Summer Term.

Start Date - Proposed	End Date - Proposed	Event
Thursday, August 8, 2024		Last day to apply for Exploration Credits for 3-week courses offered in the second half of the Summer Term.
Wednesday, August 14, 2024		Last day of Summer Term classes, exceptions may apply.
Wednesday, August 14, 2024		
Thursday, August 15, 2024	Friday, August 16, 2024	Final examinations for Summer Term classes, exceptions may apply.
Monday, August 19, 2024		Registration opens for Open Studies students in courses designated for delayed registration.
Monday, August 19, 2024		Classes begin for students in the Dentistry program, year two of the Radiation Therapy program, and year two of Medical Laboratory Science program.
Thursday, August 22, 2024		Augustana Faculty Fall Term 3-week classes begin. (subject to change)
Friday, August 23, 2024		Augustana Faculty Fall Term 3-week classes' registration deadline; students withdrawing after this date through August 31 will be assessed 50% fees. (subject to change)
Monday, August 26, 2024		Classes begin for students in year one and two of the MD program.
Monday, August 26, 2024		Classes begin for students in the BSc Dental Hygiene program.
Friday, August 30, 2024		Orientation for new undergraduate students.
Friday, August 30, 2024		Augustana Faculty Fall Term 3-week classes Refund Deadline; students withdrawing after this date will be assessed full fees. (subject to change)

FINAL Item No. 6
**Governance Executive Summary
Advice, Discussion, Information Item**

Agenda Title	Proposed Changes to the Terms of Reference for the GFC Nominating Committee
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Motion

THAT the GFC Executive Committee recommend that the General Faculties Council approve the proposed changes to the Terms of Reference for the GFC Nominating Committee as set forth in attachment 1, to take effect upon approval.

Item

Proposed by	General Faculties Council
Presenter	Jerine Pegg, GFC Elected Faculty Member and Chair of Subcommittee on Governance and Procedural Oversight (Exec GPO), and member GFC Executive Committee; Kate Peters, Secretary to General Faculties Council

Details

Office of Administrative Responsibility	University Governance
The Purpose of the Proposal is (please be specific)	The proposal is before the committee as part of the regular review of GFC committee terms of reference and delegations of authority.
Executive Summary (<i>outline the specific item – and remember your audience</i>)	<p><u>Terms of Reference</u> GFC Executive’s Subcommittee on Governance and Procedural Oversight (GPO) discussed the GFC Nominating Committee terms of reference at their meeting of January 24 and February 7, 2022. And reviewed updated EDI language that was circulated via email on February 23, 2022.</p> <p>The advice from GPO includes the following proposed changes:</p> <ul style="list-style-type: none"> • changes to composition to allow for more diverse membership • editorial changes to provide clarity and consistency • moving the authority to recommend candidates, that was listed incorrectly in 5.1, to 4.1 (consider the limitations to that authority in 7.1) • greater emphasis on Indigenous Initiatives, Equity, Diversity, and Inclusion (IEDI) in the role and mandate of the committee • the duty of the Chair to report back to the committee after providing advice on selection/review committees • added language around providing feedback regarding composition of other committees or bodies <p>When the GFC Nominating Committee (NC) was consulted on the proposed changes to their terms of reference, members objected to including at-large members in the committee composition. Members of NC expressed that all members of NC should also be members of GFC.</p> <p>GPO discussed the committee composition at length, and considered the Nominating Committee’s objection to including at-large members.</p>

Item No. 6

	<p>Nonetheless, GPO disagreed with NC and their advice is that NC's membership should be revised to allow inclusion of elected GFC members from other staff categories as well as up to one at-large academic staff member but with preference to GFC members, noting concerns with workload and the importance of increasing the diversity of perspectives on NC.</p> <p><u>Draft Procedures</u> The GFC Nominating Committee has revised their procedures to streamline and provide clarity on NC processes. Proposed changes to the procedures include:</p> <ul style="list-style-type: none"> • strengthening the language related to IEDI and adding consideration of the University's Vision, Mission, and Values • indicating that meetings will be held in open session and the committee will move in camera when required to ensure the review and discussion of nominations is confidential • revised language regarding conflict declarations and objectivity
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include proposed plan)

Consultation and Stakeholder Participation	GFC Executive Subcommittee on Governance and Procedural Oversight, Meetings on January 24, February 7, and via email on February 23, 2022 GFC Nominating Committee, January 26, 2022 Evelyn Hamdon-Senior Advisor, Equity and Human Rights, February 2022 GFC Executive - April 11, 2022 General Faculties Council - May 2, 2022, June 6, 2022 (items were deferred)
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Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21			
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing. <table border="1" data-bbox="571 1436 1524 1646"> <tr> <td data-bbox="571 1436 1084 1646"> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td data-bbox="1091 1436 1524 1646"> <input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success			
Legislative Compliance and jurisdiction	GFC Executive Committee Terms of Reference GFC Executive Subcommittee on Governance and Procedural Oversight Terms of Reference			

Attachments:

1. GFC Nominating Committee Draft Terms of Reference
2. GFC Nominating Committee Draft Procedures

 Link: [Current GFC Nominating Committee Terms of Reference](#)

Prepared by: University Governance



1. Mandate and Role of the Committee

The Nominating Committee (NC) is a standing committee of GFC responsible for recommending ~~individuals~~ candidates to serve on GFC standing committees and other bodies requiring representation from GFC or the University community. In putting forward its recommendations, the Committee will ensure the best possible match between ~~prospective members~~ candidates and the committees to which they are nominated, and ~~ensure~~ the broadest possible base of representation and diversity. To accomplish this, the Committee will work to ensure committees are inclusive of women; First Nations, Métis and Inuit persons; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and will seek to ensure membership that can bring diversity of perspectives to decision making.

2. Areas of Responsibility

- a. Review and recommend candidates to GFC for the replenishment of GFC standing committees and other bodies requiring representation from the university community.
- b. Develop and support engagement and communication strategies to encourage individuals to apply to serve on GFC, GFC standing committees and/or other governance bodies.
- c. Appoint the Chair and Vice Chair of the GFC Student Conduct Policy Committee (SCPC)
- d. **The Chair** may be called upon to provide input/feedback on other bodies seeking representation from the university community including, but not limited to, Selection/Review Committees (Vice-Presidents and Deans), major award selection committees.

3. Composition

Voting Members (13)

Ex-officio (2)

- Vice-President (Academic), Graduate Students' Association
- Vice-President (Academic), Students' Union

Elected by GFC (11)

- ~~7-5~~ academic staff (A1.1, A1.5, A1.6, A1.7) (preference to members of GFC);
 - at least 5-2 who are current members of GFC ~~and~~
 - up to 2 recent former GFC members
 - up to 1 from at-large.

(~~One-Two~~ members, ideally ~~a~~ members of GFC, will be elected by the committee to serve as Chair and Vice-Chair.) ~~One member, ideally a member of GFC, will be elected by the committee to serve as Vice-Chair.~~

- 2 elected academic staff members from GFC (from any staff category)
- 1 Faculty Dean
- 1 elected non-academic staff (S1.0) from GFC
- 1 undergraduate student from GFC
- 1 graduate student from GFC

Non-voting Members

- University Secretary
- GFC Secretary
- Appeals Coordinator as defined in the Code of Student Behaviour, Code of Applicant Behaviour and the Practicum Intervention Policy

4. Delegated Authority from General Faculties Council

Should be reviewed at least every three years and reported to GFC.

4.1 Review applications and recommend candidates to fill vacancies on GFC standing committees and other bodies requiring representation from the university community.

4.14.2 Discretionary power to ~~nominator~~recommend candidates for terms of less than three years, should such be needed, to provide an overlap of experience in committees of GFC. This discretionary power may be exercised at the request of the committee involved. Terms of one or two years will be submitted by the Nominating Committee in the same manner as for three-year terms.

4.24.3 Appoint the Chair and Vice-Chair of the GFC Student Conduct Policy Committee (SCPC).

5. Responsibilities Additional to Delegated Authority

~~5.1 Review and recommend to GFC the replenishment of GFC standing committees and other bodies requiring representation from the university community.~~

5.2-1 Develop and support engagement and communication strategies to encourage individuals to apply to serve on GFC, GFC standing committees and/or other governance bodies.

5.2 The Committee may be called upon to provide input/feedback on the composition of other committees or bodies representing the university community.

5.3 Duties of the Nominating Committee Chair

- a. The Chair may be called upon to provide input/feedback on other bodies seeking representation from the university community including, but not limited to, Selection/Review Committees (Vice-Presidents and Deans), major award selection committees. The Chair will share the details of these consultations with the committee at the next regular committee meeting.

6. Sub-delegations from Nominating Committee

Should be reviewed at least every three years and reported to GFC.

None.

7. Limitations to Authority

The following further refines or places limitations on authorities held by or delegated to NC:

7.1 The committee provides a report of its ~~recommendations~~recommended candidates to GFC who will then have the opportunity to add further eligible nominees. If further eligible nominations are received, an election ~~may~~will be held according to the GFC Nominating Committee process Procedures which can be found at governance.ualberta.ca; otherwise, the report of the committee is considered approved and the ~~nominees~~recommended candidates elected.

7.2 The Nominating Committee will be replenished by the same rigorous process as the GFC standing committees (see 54.1) and in accordance with its mandate.

8. Reporting to GFC

The Committee should regularly report to GFC with respect to its activities and decisions.

9. Definitions

Academic staff – as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Administrators and Colleagues](#) in UAPPOL

Non-Academic staff – as defined by the [Recruitment Policy \(Appendix B\) Definition and Categories of Support Staff](#) in UAPPOL

10. Links

UAPPOL ([Recruitment Policy](#), [Awards for Faculty Excellence Policy](#))

Approved by General Faculties Council:

April 30, 2018

[Updated approval date](#)



Operating Framework:

- GFC Nominating Committee (NC) Procedures must align to the [Principles for General Faculties Council \(GFC\) Standing Committee Composition](#) and the [NC Terms of Reference](#).
- NC is responsible for recommending candidates to serve on GFC standing committees and other bodies requiring representation from GFC or the university community as specified within each of the committees/bodies' approved terms of reference.
- In putting forward its recommendations, the Committee will consider the University's [Vision, Mission, and Values](#), and commitments to Indigenous Initiatives, Equity, Diversity, and Inclusion (IEDI), and work to ensure the best possible match between candidates and the committees to which they are nominated, and the broadest possible base of representation and diversity.
- Judiciary student panelists may receive terms of appointment of up to 2 years, with overlapping membership terms particularly in spring and summer, while academic staff panelists normally serve for three-year terms.
- Student members of GFC Standing Committees serve a one-year term, running May 1 to April 30, while staff members normally serve three-year terms, running July 1 to June 30.

Advertising Vacancies:

Annual Replenishment

Each spring, in preparation for the annual membership replenishment process, the NC Coordinator (NCC) compiles a list of anticipated vacancies for the upcoming academic year. Anticipated vacancies and application deadlines are advertised through campus-wide broadcasting and engagement efforts shared by members of NC, GFC, Faculties, Students' Union, Graduate Students' Association, and academic staff and staff unions.

In-Year Vacancies

When seats remain unfilled or are vacated during the governance cycle, vacancies will be published online in [Current Membership Vacancies](#) and updated as needed.

For both annual replenishment and in-year vacancies, The NC Chair, GFC Secretary, and Members of NC may reach out to GFC, various constituency groups, and individuals to encourage applications.

Application Forms:

Those interested in an anticipated or current vacancy must self-nominate, or be nominated by a colleague, and submit an online [application form](#). The application form asks for constituency and contact information, a summary of interest, a biographical sketch, and an equity, diversity, and inclusion statement. Information submitted on application forms will be used only for NC's confidential deliberations and will not be shared without permission.

Judiciary Panelist Applications

The University Appeals and Compliance Officer (ACO) will initiate an introductory meeting with each student and staff judiciary panel applicant. This informal discussion offers the applicant information about the role and membership expectations. Interested individuals may also contact the ACO in advance of application for more details.

To be considered for a position as a judiciary panelist, interested students must submit three (3) personal references. Reference checks are conducted in strict confidence by the ACO.



NC Meetings:

NC meetings are held in open session and the committee moves in camera when required to ensure the review and discussion of nominations is confidential. Votes are also confidential, and the report to GFC contains only the slate of recommended candidates.

To help inform membership recommendations, the NC will:

- consider the University of Alberta's Vision, Mission, and Values, and commitments to IEDI;
- review terms of reference, committee compositions, and current membership; and
- review the information submitted through the application form and discuss the attributes and relevant qualifications of each applicant.

Nominations are duly moved and seconded and decided by a majority vote. In the course of its deliberations and voting, the NC may decide not to nominate an applicant for a vacancy.

E-Votes

Between regularly scheduled meetings, the Chair and NCC may decide to hold an e-vote to fill a vacancy. Upon receipt of an e-vote request, any committee member may ask that the matter be debated at the next meeting, or at a special meeting, and the vote delayed until after that debate.

Conflict Declarations and Objectivity as a Committee Member

NC members must disclose to the committee any potential, apparent or actual conflict with an applicant where their personal interests, whether direct or indirect, conflict or appear to conflict with the member's responsibility to the Committee or to the University. Objectivity is a standard that promotes fair decision making by focusing on facts and evidence, not on the personal judgment of one person or group or on individual biases, interpretations, feelings, beliefs, and imaginings. If a member declares a conflict, or feels that they cannot act fairly and objectively, they may recuse themselves or the NC will discuss and determine whether the nature of the relationship is such that the committee member may not act fairly and objectively. Where the NC finds that to be the case, the committee member will withdraw from the meeting for any discussion or vote related to that applicant.

If an NC serving member submits an application for a vacancy, the Committee Chair will ask the member to withdraw from the meeting during the related discussion and vote.

Confirmation with Applicants

The NCC will contact all applicants regarding the NC's nominations. A candidate will be asked to confirm their continued interest before the nominations are forwarded to GFC.

Nominations and Reports to GFC:

GFC is the final approver of all appointments to its standing committees, university-level appeal bodies and other committees to which GFC elects. The NC reports its recommendations to GFC by email. This is an opportunity for members of GFC to put forward additional names by the deadline specified. If there are no additional nominations received by the deadline, the report of the committee is considered approved and the slate of candidates recommended by NC are elected.

Upon receipt and consideration of an NC Report, a GFC member may submit an additional nomination. Additional nominations must be received by the NCC before the deadline specified in the report and be supported by a completed and submitted application form. If an eligible nomination comes forward, an election by GFC will be held using e-vote mechanisms.

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Revisions to Terms of Reference – General Faculties Council
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Motion

THAT the GFC Executive Committee recommend the General Faculties Council approve the proposed changes to the GFC Terms of Reference as set forth in Attachment 1, to take effect upon approval.

Item

Action Requested	<input type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	General Faculties Council
Presenter(s)	Andrei Tabirca, NASA Representative, GFC

Details

Office of Administrative Responsibility	General Faculties Council
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the Executive Committee to discuss proposed revisions to the terms of reference for GFC, to amend the composition of GFC to include the NASA President.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The Non-Academic Staff Association (NASA) is the union representing the more than 5,000 support staff at the University of Alberta. The work that NASA members do reflects the diversity of the University of Alberta—there are student advisors and recruiters, building service workers, library personnel, administrative and clerical personnel, tradespeople, researchers, lab assistants, computer technicians, nurses, and engineers. The work NASA members do is what makes the university work.</p> <p>NASA members constituted the majority of the 1,000+ layoffs required by SET, after our funding cuts, with hundreds of colleagues losing their jobs in an attempt to balance our budget. NASA presence at GFC includes two voting members and the Board of Governors representative.</p> <p>Currently the Presidents of SU, GSA and AASUA are all on GFC as appointed members. By adding the NASA President as an appointed member, GFC can rectify this oversight and ensure increased representation for our 5,000 NASA members.</p> <p>As a self-governing body, GFC has added appointed members to its composition to deal with, discern, and discuss items. GFC currently has 162 members; 84 are statutory members named in the Post-Secondary Learning Act, and the remaining 78 are appointed members added by GFC over the years. The addition of the NASA President as an appointed member will increase the size of GFC to 163 members.</p>

Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>
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Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<u>Those who are actively participating:</u> •
	<u>Those who have been consulted:</u> •
	<u>Those who have been informed:</u> •
Approval Route (Governance) (including meeting dates)	October 31, 2022 – GFC Executive Committee (for recommendation) November 14, 2022 – GFC (for approval)

Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.	
	<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
Legislative Compliance and jurisdiction	Post-Secondary Learning Act	

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

1. Proposed GFC terms of reference (extract)
2. Position Description for NASA President (extract)

 Prepared by: [Andrei Tabircatabrica@ualberta.ca](mailto:Andrei.Tabircatabrica@ualberta.ca)



1. Mandate and Role of the Committee

The University of Alberta is governed bicamerally by the Board of Governors and General Faculties Council (GFC); they share and balance power within the University and are called upon to provide both oversight and strategic vision. The proper functioning of the Board and GFC are essential to the university's institutional autonomy and the processes of collegial academic governance.

GFC is the University's senior academic governing body defined in the *Post-Secondary Learning Act (PSLA)* and is responsible for the **academic affairs** of the University, subject to the authority of the Board of Governors. The Board of Governors has primary responsibility for the business affairs of the institution.

2. Areas of Responsibility

General Faculties Council (GFC) operates by authority of the Post-Secondary Learning Act (PSLA). The PSLA allows GFC to delegate its responsibilities to GFC standing committees and other persons.

GFC has delegated authority on many matters to GFC standing committees, faculty councils, officials of the University, and other bodies (see Section 6), thus allowing it to focus on high level strategic items of academic significance which include, but are not limited to:

- high level strategic and academic stewardship policy issues or matters of significant academic consequence to the University;
- alterations to the mandate, terms of reference, composition, or structure of a Standing Committee;
- those things which a Standing Committee considers to be of major strategic significance to or long-term impact on the University;
- those matters on which, in the opinion of a Standing Committee chair, there has been a strong division of opinion within the Standing Committee; and
- issues in which there is a lack of clarity as to which Standing Committee is responsible.

3. Composition

Voting Members (162)

Statutory:

Ex-officio (27) – PSLA, Sec 23(a)

- President, Chair
- Vice-Presidents (6)
- Dean of each Faculty (18)
- Vice-Provost and Chief Librarian
- Vice-Provost and University Registrar

Statutory Student Members (3) – PSLA, Sec 23(c)

- 2 students nominated by the Students' Union
- 1 student nominated by the Graduate Students' Association

Elected members (54) – PSLA, Sec 23(b)

- full-time academic staff (A1.1 and A1.6) elected by Faculty/School Council in the numbers assigned by GFC



Appointed -- PSLA, Sec 23 (d):

Elected Students

- undergraduate students (40)
- graduate students (14)

Other appointees (24)

- Vice-Provost and Dean of Students, or delegate
- President of AASUA
- President of St. Joseph's College, or delegate
- Principal of St. Stephen's College, or delegate
- 1 representative from Chairs' Council
- Board of Governors Representatives (6)
 - 1 academic staff member, nominated to the Board by GFC
 - 1 academic staff member, nominated to the Board by AASUA
 - 2 undergraduate students, nominated to the Board by the Students' Union
 - 1 graduate student, nominated to the Board by the Graduate Students' Association
 - 1 non-academic staff, nominated to the Board by NASA
- 2 non-academic staff; elected by NASA, up to 1 may be from excluded category
- 1 APO/FSO Representative, elected by AASUA
- 2 Academic Teaching Staff (ATS), elected by AASUA
- 3 library academic staff elected by the academic staff of the University Library
- 1 Postdoctoral Fellow, elected by the Postdoctoral Fellows Association
- 1 elected Management and Professional Staff (MAPS) representative, election conducted by University Governance
- 3 College Deans
- President of NASA

Reapportionment of elected faculty and student seats takes place every three years with at least one faculty and one student per Faculty.

Each Faculty shall adopt a method of election for their respective elected faculty representatives to GFC. Academic staff members serve three year terms, elected individuals may serve more than one term. Faculties may elect members to serve one- or two-year terms in order to provide overlapping terms. Persons on leave normally do not serve.

Elected students are elected in accordance with the principles approved by GFC February 3, 1971. Student members serve a one year term, elected individuals may serve more than one term.

The President will chair GFC. In the absence of the President, GFC will be chaired by the Provost or by the Dean serving on the GFC Executive Committee.

Non-voting Members

- University Secretary
- GFC Secretary

4. Delegated Authority from the Board of Governors

Should be reviewed at least every three years and reported to GFC and the Board.

- 4.1 Physical Testing and Immunization of Students - individual Faculty regulations (sub-delegated to GFC Academic Standards Committee)



- 4.2 General Space Programs for academic units (sub-delegated to GFC Facilities Development Committee)
- 4.3 Proposals concerning the design and use of all new facilities and the repurposing of existing facilities. In considering such proposals, GFC may provide advice, upon request, to the Provost and Vice-President (Academic), Vice-President (Facilities and Operations), and/or the University Architect on the siting of such facilities.

5. Responsibilities Additional to Delegated Authority

- 5.1 Receive an information session on the proposed budget each year just prior to being introduced to the Board approval process, and receive information on the budget, however 'soft', at the first GFC meeting in September.

6. Delegations from General Faculties Council

Should be reviewed at least every three years and reported to GFC.

- 6.1 The PSLA allows GFC to delegate its responsibilities to GFC standing committees and other persons. Specific delegations from GFC are outlined in the following:

[GFC Delegations](#)

7. Limitations to Authority

GFC is subject to the authority of the Board of Governors

8. Reporting

GFC reports regularly to the Board of Governors with respect to its activities and decisions through the GFC nominee to the Board of Governors.

9. Definitions

Reapportionment - The process by which the number of members that may be elected by each Faculty is determined. This number elected faculty members shall be proportional to the number of faculty members in each Faculty. The number of elected undergraduate student members shall be proportional to the number of undergraduate students in each Faculty. It is, in effect, a "representation-by-population" system. Reapportionment occurs every three years.

Academic staff – as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Administrators and Colleagues](#) in UAPPOL

Non-Academic staff – as defined by the [Recruitment Policy \(Appendix B\) Definition and Categories of Support Staff](#) in UAPPOL

AASUA – [Association of Academic Staff University of Alberta](#)

NASA – [Non-Academic Staff Association](#)



Repurposing: Significant changes to the use of a facility, as determined by the Vice-President (Facilities and Operations) or delegate.

10. Links

[Procedure for Reapportionment](#)

[GFC Apportionment Table](#)

[Post-Secondary Learning Act \(2003\)](#)

Approved by General Faculties Council:
April 29, 2019
September 20, 2021
October 17, 2022



**POSITION DESCRIPTION
NASA PRESIDENT**

The President represents the organization both to the University, in the broader Labour community, and to the public through the media.

As full-time chair of the Executive Board, the President ensures the board works together toward their strategic goals and objectives.

The President ensures the Board's work is in keeping with the Bylaws. This role provides leadership and direction on behalf of the Executive Board to the Association's Director of Operations. The President ensures that NASA actively contributes to the broader labour movement in any area that will advance the broad interests of the members and the union.

The President is expected to exemplify the following characteristics of Servant Leadership: listening, empathy, healing, awareness, persuasion, conceptualization, foresight, stewardship, commitment to the growth of people, and building community.



FINAL Item No. 11

**Governance Executive Summary
Action Item**

Agenda Title	Draft Agenda for the Meeting of General Faculties Council
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Motion

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the November 14, 2022 meeting of General Faculties Council, as set forth in Attachment 1, as amended.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Bill Flanagan, President and Chair, GFC Executive Committee
Presenter(s)	Bill Flanagan, President and Chair, GFC Executive Committee

Details

Responsibility	GFC Executive Committee
The Purpose of the Proposal is <i>(please be specific)</i>	To approve the Agenda for the General Faculties Council meeting to be held on Monday, November 14, 2022.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	The GFC Executive Committee is responsible for the approval of the agenda for all regular and special meetings of General Faculties Council, ensuring items are ready to be presented to GFC and are ordered and timed appropriately.
Supplementary Notes	

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	<u><i>Those who are actively participating:</i></u> Bill Flanagan, President and Vice-Chancellor and Chair, GFC Executive Committee Office of the President Office of the Provost and Vice-President (Academic) University Governance GFC Executive Committee
Approval Route (Governance)	GFC Executive Committee – October 31, 2022

Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21												
Alignment with Institutional Risk Indicator	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0"> <tr> <td><input type="checkbox"/> Enrolment Management</td> <td><input type="checkbox"/> Relationship with Stakeholders</td> </tr> <tr> <td><input type="checkbox"/> Faculty and Staff</td> <td><input type="checkbox"/> Reputation</td> </tr> <tr> <td><input type="checkbox"/> Funding and Resource Management</td> <td><input type="checkbox"/> Research Enterprise</td> </tr> <tr> <td><input type="checkbox"/> IT Services, Software and Hardware</td> <td><input type="checkbox"/> Safety</td> </tr> <tr> <td><input checked="" type="checkbox"/> Leadership and Change</td> <td><input type="checkbox"/> Student Success</td> </tr> <tr> <td><input type="checkbox"/> Physical Infrastructure</td> <td></td> </tr> </table>	<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders	<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation	<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise	<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety	<input checked="" type="checkbox"/> Leadership and Change	<input type="checkbox"/> Student Success	<input type="checkbox"/> Physical Infrastructure	
<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders												
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<input checked="" type="checkbox"/> Leadership and Change	<input type="checkbox"/> Student Success												
<input type="checkbox"/> Physical Infrastructure													
Legislative Compliance and jurisdiction	<i>Post-Secondary Learning Act (PSLA)</i> GFC Executive Committee Terms of Reference												



Item No. 11

Attachment 1: Draft Agenda for the General Faculties Council Meeting of November 14, 2022
Prepared by: Kate Peters, Secretary to GFC, University Governance

Monday, November 14, 2022
Council Chambers
2:30 PM - 4:30 PM

OPENING SESSION 2:30 – 2:35 p.m.

Verna Yiu

1. Approval of the Agenda
2. Report from the President

CONSENT AGENDA 2:35 – 2:40 p.m.

[If a member has a question or feels that an item should be discussed, they should notify the Secretary to GFC, in writing, two business days or more in advance of the meeting so that the relevant expert can be invited to attend.]

3. Approval of the Open Session Minutes of October 17, 2022
4. New Members of GFC

ACTION ITEMS

5. Sexual and Gender-based Violence Policy 2:40 – 2:55 p.m. Verna Yiu

Motion: To Recommend the Board of Governors Approve

6. Proposed Changes to the Terms of Reference for the GFC Nominating Committee 2:55 – 3:00 p.m. Jerine Pegg
Kate Peters

Motion: To Approve

7. Proposed addition of the Non-Academic Staff Association (NASA) President as an Appointed Member to the General Faculties Council Composition 3:00 – 3:15 p.m. Andrei Tabirca

Motion: To Approve

DISCUSSION ITEMS

8. Question Period 3:15 – 3:45 p.m. Verna Yiu
9. University Strategic Plan 3:45 – 4:30 p.m. Verna Yiu

INFORMATION REPORTS

10. [If a member has a question about a report, or feels that a report should be discussed by GFC, they should notify the Secretary to GFC, in writing, two business days or more in advance of the meeting so

that the Committee Chair (or relevant expert) can be invited to attend.]

11. Report of the GFC Executive Committee
12. Report of the GFC Academic Planning Committee
13. Report of the GFC Programs Committee
14. GFC Nominations and Elections
15. Report of the Board of Governors
16. Information Items:
 - A. Culture of Care - U of A Safety Action Plan
 - B.
 - C.
17. Information Forwarded to GFC Members Between Meetings
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CLOSING SESSION

18. Adjournment
 - Next Meeting of General Faculties Council: January 30, 2023

Presenter(s):

Verna Yiu	Interim Provost and Vice-President (Academic)
Jerine Pegg	Associate Prof/Assoc Chair, University of Alberta
Kate Peters	GFC Secretary and Manager, GFC Services
Andrei Tabirca	International Partnerships/Recruitment

Documentation was before members unless otherwise noted.

Meeting REGRETS to:	Heather Richholt, 780-492-1937, richholt@ualberta.ca
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