



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Executive Committee
Approved Open Session Minutes

Monday, June 04, 2012
2-1, Council Chamber
8:00 AM – 10:00 AM

ATTENDEES:

Voting Members:

Carl Amrhein	Provost and Vice-President (Academic) and Chair, GFC Executive Committee (Delegate)
Colleen Skidmore	Provost and Vice-President (Academic) (Delegate)
Gerry Kendal	Vice-Provost and University Registrar
Dustin Chelen	Students' Union Vice-President (Academic)
Nathan Andrews	Graduate Student Association Vice-President (Academic)
Ed Blackburn	Academic Staff, Member of GFC
Lee Livingstone	Academic Staff, Member of GFC
Ingrid Johnston	Academic Staff, Member of GFC
Chris de Gara	Academic Staff, Member of GFC
Duncan Saunders	Academic Staff, Member of GFC
Adam Woods	Undergraduate student

Presenter(s):

Carl Amrhein	Provost and Vice-President (Academic) and Chair, GFC Executive Committee
Ed Blackburn	Associate Dean (Academic), Faculté Saint-Jean
Garry Bodnar	Coordinator, GFC Executive Committee and GFC Campus Law Review Committee
Deborah Eerkes	Director, Office of Student Judicial Affairs
Elaine Geddes	Associate Dean (Undergraduate Programs), Faculty of Business
Natalie Sharpe	Senior Advisor and University Director, Student OmbudService
Iva Spence	Appeals Coordinator, University Governance

Staff:

Garry Bodnar	Coordinator, GFC Executive Committee
Emily Paulsen	Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

The agenda items were rearranged to accommodate presenters.

Motion: Blackburn/Saunders

THAT the GFC Executive Committee approve the Agenda, as reordered.

CARRIED

2. Approval of the Open Session Minutes of May 7, 2012

Materials before members are contained in the official meeting file.

A member asked for clarification regarding the procedure for tabling Motions and referring items back to committees, an issue that arose in the previous meeting. The Coordinator responded to this query.

Motion: Woods/Blackburn

THAT the GFC Executive Committee approve the Minutes of May 7, 2012.

CARRIED

3. Comments from the Chair

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

ACTION ITEMS

4. Disclosure Within and Around Student Discipline Processes

Materials before members are contained in the official meeting file.

Presenter: Deborah Eerkes, Director, Office of Student Judicial Affairs

Purpose of the Proposal: To bring clarity and transparency to the Code about current practices of disclosure of disciplinary decisions; to evaluate effectiveness of current practices; and to propose new practices where the Code does not currently meet the needs of the University Community.

Discussion:

Ms Eerkes explained to members that the proposed policy revisions were an effort to clarify how the Freedom of Information and Protection of Privacy (FOIPP) Act and the University's Code of Student Behaviour (COSB) interact, especially regarding disclosure of information and how and when sanctions are applied. She noted that the changes primarily were made to reflect current practice and that most revisions now before the GFC Executive Committee had been recommended by the GFC Campus Law Review Committee (CLRC).

Several minor amendments were noted, including striking the word "encumbrances" from page 13 and corrections to typographical errors. Mr Bodnar noted that the suggested new revisions would require the formal review of GFC CLRC, possibly through an e-mail vote, and, as such, could not be incorporated into the overall proposal at this time.

It was clarified that disclosure of information is determined on a need-to-know basis and judged case by case.

Motion: Johnston/Andrews

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to Section 30.6.5 (Procedures at the UAB Hearing)/Subsections 14 and 15 of the Code of Student Behaviour, as submitted by the Director of the Office of Student Judicial Affairs (OSJA) and as set forth in Attachment 5 (pages 4 [37] and 5 [38]), to take effect upon final approval.

CARRIED

5. Proposed Changes to the Code of Student Behaviour (Section 30.6) and the Practicum Intervention Policy (Section 87.9)

Materials before members are contained in the official meeting file.

Presenters: Natalie Sharpe, Senior Advisor and University Director, Student OmbudService; Iva Spence, Appeals Coordinator, University Governance

Purpose of the Proposal: To bring into line the 'Suggested Hearing Procedures' for all University-level appeals.

Discussion:

Ms Sharpe explained to members that the changes made were editorial in nature; served to rectify inconsistencies; simplified the procedures; and made terminology consistent.

Ms Spence requested a friendly amendment to the Motion before members that would see the proposed changes to the Code of Student Behaviour and the Practicum Intervention Policy come into effect on June 15, 2012 (if approved by the GFC Executive Committee).

After a question from a member regarding a Chair on an appeal board being able to judge his or her own possible bias, the presenters noted that this issue has arisen before and explained that this is common practice with judges in courts of law.

Motion: Livingstone/Saunders

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to Code of Student Behaviour Section 30.6 (Procedures for Appeal of Decisions to the University Appeal Board (UAB)) and Practicum Intervention Policy Section 87.9 (Procedures at the GFC PRB Hearing), as submitted by the Appeals Coordinator and as set forth in Attachments 1 and 2, to take effect on June 15, 2012.

CARRIED

6. Proposed Changes to the GFC Academic Appeals Policy

Materials before members are contained in the official meeting file.

Presenter: Iva Spence, Appeals Coordinator, University Governance

Purpose of the Proposal: To bring the GFC Academic Appeals Policy in line with the Code of Student Behaviour and the Practicum Intervention Policy. The changes include such matters as: changing the appeal deadline from 21 calendar days to 15 working days; including a timeframe for provision of response

and witnesses; adding a timeframe for completion of hearings. This proposal also serves to bring into line the 'Suggested Hearing Procedures' for all University-level appeals. In addition, the information has been reorganized and includes headings to make it easier to locate information.

Discussion:

Ms Spence explained to members that the proposed revisions were an attempt to streamline academic appeal processes and timelines with the long-term goal of creating a single panel of chairs and students rather than the separate *University Appeal Board* (UAB) and *Academic Appeals Committee* (AAC) panels that currently exist. The document was also improved to ease comprehension.

A typographical correction was noted.

Motion I: Chelen/Woods

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to the GFC Academic Appeals Policy, as submitted by the Appeals Coordinator and as set forth in Attachment 1 (as amended), to take effect for any appeal lodged with the GFC Academic Appeals Committee (AAC) on or after June 15, 2012.

CARRIED

Motion II: Chelen/Woods

THAT the GFC Executive Committee, acting under delegated authority from General Faculties Council, direct Faculties to immediately update their respective Faculty appeal regulations to reflect the new 15 working day deadline for appeals to the GFC Academic Appeals Committee (AAC) (as set forth in the revised GFC Academic Appeal Policy approved by the GFC Executive Committee on the occasion of its June 4, 2012 meeting).

CARRIED

7. Amendments to the Composition and Membership of the Council of Faculté Saint-Jean

Materials before members are contained in the official meeting file.

Presenter: Ed Blackburn, Associate Dean (Academic), Faculté Saint-Jean

Purpose of the Proposal: To achieve a better distribution of *ex officio* members and additional members of the Council of Faculté Saint-Jean.

Discussion:

Professor Blackburn noted that the (proposed) amendments made to the composition and membership of the Council of Faculté Saint-Jean were an attempt to clean up titles and associations that no longer exist as well as removing duplicate information. A member queried the roles and responsibilities of the Assistant Deans noted in the composition of the Council and whether or not individuals in these positions were faculty members.

Motion: Blackburn/Johnston

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed amendments to the composition and membership of the Council of Faculté Saint-Jean (GFC Policy Section 55.5.15), as submitted by Faculté Saint-Jean and as set forth in Attachment 1, effective on

final approval.

CARRIED

8. Re-appointment of Professor Steven Penney as Chair of the GFC Campus Law Review Committee (CLRC)

Materials before members are contained in the official meeting file.

Presenter: Garry Bodnar, Coordinator, GFC Executive Committee and GFC Campus Law Review Committee

Purpose of the Proposal: To re-appoint the Chair of GFC CLRC.

Discussion:

Mr Bodnar explained to members that Professor Penney is currently the Chair of the GFC Campus Law Review Committee (CLRC) and that his re-appointment would be beneficial in providing continuity for this committee.

After a question from a member regarding GFC CLRC's Chair being an academic staff member rather than a member of the senior administration, members discussed the benefits of having an academic staff member serve as Chair, since many of the issues that this committee undertakes would very likely require a Provost, Vice-Provost, or Dean to step out of the chair due to possible conflicts of interest.

Motion: DeGara/Skidmore

THAT the GFC Executive Committee re-appoint, under delegated authority from General Faculties Council, Professor Steven Penney to the position of Chair of the GFC Campus Law Review Committee (CLRC) for a term beginning July 1, 2012 and ending June 30, 2014.

CARRIED

9. Draft Agenda for the June 14, 2012 Meeting of General Faculties Council (GFC) and Discussion Regarding the June 18, 2012 Meeting of GFC

Materials before members are contained in the official meeting file.

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Purpose of the Proposal: To consider the order of items on the draft Agenda for the General Faculties Council (GFC) meeting of June 18, 2012 and, upon doing so, approve the Agenda in its final form.

Discussion:

Dr Amrhein recommended to members that they cancel the June 18, 2012 meeting of GFC due to a lack of items. Mr Bodnar noted that was not uncommon to cancel June meetings of GFC.

Motion: Johnston/Saunders

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the cancellation of the June 18, 2012 meeting of Council.

CARRIED

DISCUSSION ITEMS

10. The Umbrella Committee

There were no documents.

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Purpose of the Proposal: For discussion/ information.

Discussion:

Dr Amrhein noted that The Umbrella Committee (TUC) has decided to continue its work past June, 2012. He explained that there are information technology initiatives underway as well as discussions around a number of other key issues. He indicated that the comments submitted by the University community to TUC will be made available online once the submitters have approved the public disclosure of their comments.

Dr Amrhein also informed members of the significant progress being made by the Provost's Academic Policies and Procedures Review Task Force (APPRTF), which includes work on rectifying the accumulated layering of degree requirements.

11. Question Period

Mr Bodnar noted that this meeting was the last for several members, including Professors Blackburn, Livingstone, Johnston, and Veinot.

After a question from Professor DeGara, Dr Amrhein explained his plans for his upcoming sabbatical year, which includes teaching in China the protocols for running a Western-style university and travelling to a number of other international destinations at which he would be representing the University of Alberta and its interests.

INFORMATION REPORTS

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

There were no items.

13. Information Items Forwarded to Committee Members Between Meetings

Materials before members are contained in the official meeting file.

- Approved Motions and Final Documents from the April 10, 2012 Meeting of the GFC Undergraduate Awards and Scholarship Committee (UASC) (E-Mailed to Members on May 29, 2012)
- An Update Regarding the Agenda for the May 28, 2012 Meeting of General Faculties Council (GFC) (E-Mailed to Members on May 24, 2012)
- Additional Item for Consideration at the May 28, 2012 Meeting of General Faculties Council [Augustana Faculty's Proposed Termination of Augustana University College (AUC) Three-Year Bachelor of Arts (BA) (General) and Bachelor of Science (BSc) (General) Degrees] (E-Mailed to Members on May 16, 2012)
- Two Items Requiring the Attention of Members of the GFC Executive Committee [Addition of Item to the May 28, 2012 GFC Agenda (Faculty of Arts' Proposed Department of Women's and Gender

Studies) and Rescheduling of the June 4, 2012 GFC Executive Committee Meeting] (E-Mailed to Members on May 16, 2012)

CLOSING SESSION

14. Adjournment

The Chair adjourned the meeting at 9:00 am.