



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Executive Committee
Approved Open Session Minutes

Monday, April 15, 2019
2-31 South Academic Building (SAB)
2:00 PM - 4:00 PM

ATTENDEES:

David Turpin, Chair
Masoud Aliramezani
Akanksha Bhatnagar
Lesley Cormack
Steven Dew
Duncan Elliott
Bill Foster

Al Meldrum
Melissa Padfield
Brent Swallow

REGRETS:
Mary Forhan
Sean McMurtry

Eleni Stroulia
Nathan Sunday

Staff:
Meg Brolley, GFC Secretary
Heather Richholt, scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Padfield/Foster

THAT the GFC Executive Committee approve the Agenda.

CARRIED

2. Comments from the Chair (no documents)

The Chair spoke about the upcoming provincial election and mentioned messaging around political priorities to increase the capacity for post-secondary seats in Alberta.

The Chair informed members that the fundraising results for the 2018-2019 budget year were 167.8 million dollars exceeding the goal of 140 million dollars. He noted that this was an indicator that support for this institution was strong and acknowledged the efforts of the Deans, their Faculty support, and the Office of Advancement.

The Chair noted that this was the final meeting for the student members and thanked them for their thoughtful contributions over the past year.

CONSENT AGENDA

Consent Agenda Motion: Cormack/Aliramezani

3. Approval of the Open Session Minutes of March 4, 2019

Materials before members are contained in the official meeting file.

THAT the GFC Executive Committee approve the Open Session Minutes of March 4, 2019

CARRIED

4. Enrolment Management Policy and Procedures

Materials before members are contained in the official meeting file.

Purpose of the Proposal: To recommend approval of the new Enrolment Management Policy and Procedure, and the rescission of Section 50 of the GFC Policy Manual.

THAT the GFC Executive Committee, as recommended by the GFC Academic Planning Committee, recommend to General Faculties Council the approval of the new Enrolment Management Policy and Procedure, as set forth in Attachments 3 and 4, and the concurrent rescission of Section 50 of the GFC Policy Manual (Enrollment Management), to take effect upon final approval.

CARRIED

5. Proposed New Course Designators of GENEQ (Génétique) and ZOOLE (Zoologie), Faculté Saint-Jean

Materials before members are contained in the official meeting file.

Purpose of the Proposal: To create new course designations GENEQ (Génétique) and ZOOLE (Zoologie), in Faculté Saint-Jean, for the 2020-2021 University academic year.

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, the new course designators of GENEQ (Génétique) and ZOOLE (Zoologie) in Faculté Saint-Jean, to take effect for Fall Term 2019.

CARRIED

6. Proposed New Course Designator of MAFSJ (Master of Arts Faculté Saint-Jean), Faculté Saint-Jean

Materials before members are contained in the official meeting file.

Purpose of the Proposal: To introduce a new course designation, MAFSJ, as an identifier of courses related to the Master of Arts (MA) of the Faculté Saint-Jean. The proposed Calendar changes will replace the current course designator, ETCAN courses numbered 500-599, in the Faculté Saint-Jean (see attachment 1). The new course name will reflect different subjects' areas that is so much broader than Canadian Studies (ETCAN). This change will ensure that both the name of the Master of Arts Program (MA) and the related course prefix (MAFSJ) are consistent with one another.

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, the new course designator MAFSJ (Master of Arts Faculté Saint-Jean) for the Master of Arts Program, Faculté Saint-Jean, to take effect for Fall Term 2019.

CARRIED

7. Proposed New Course Designator of CEDUL (Certificat Éducation Leadership) for the Graduate Certificate in School Leadership and Administration/Certificat d'études supérieures en administration et leadership scolaire, Faculté Saint-Jean

Materials before members are contained in the official meeting file.

Purpose of the Proposal: To introduce a new course designator, CEDUL, as an identifier of courses related to the Graduate Certificate in School Leadership and Administration/ Certificat d'études supérieures en administration et leadership scolaire.

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, the new course designator CEDUL (Certificat Éducation Leadership) for the Graduate Certificate in School Leadership and Administration/Certificat d'études supérieures en administration et leadership scolaire , Faculté Saint-Jean,

to take effect for Fall Term 2019.

CARRIED

ACTION ITEMS

8. Proposed Changes to the Collective Agreement: appointment, promotion and dismissal procedures

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic); Michelle Strong, Director, Faculty and Staff Relations, Provost and Vice-President (Academic); Donna Herman, Special Advisor, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: The proposal is before the committee to act on behalf of GFC to recommend to the Board for approval revisions to sections of the proposed collective agreement related to procedures for appointment, promotion and dismissal.

The Chair noted GFC's role in approving procedures relating to the appointment, promotion and dismissal of academic staff members contained in the *Post-Secondary Learning Act (PSLA)*. He further noted that, with the changes to legislation on post-secondary academic bargaining, items of this nature are now part of a collective bargaining process which is governed by the Labour Relations Code. The Chair noted that the Association of Academic Staff of the University of Alberta (AASUA) had ratified the entire agreement earlier that day.

The Chair indicated that the proposal asked the committee to act on behalf of GFC in consideration of the collective bargaining support of the changes, and in light of the time pressures which called for a decision before the next GFC meeting.

Discussion:

There was no discussion.

Motion: Dew/Cormack

THAT the GFC Executive Committee, acting on behalf of General Faculties Council, recommend that the Board of Governors approve the procedures in the Collective Agreements relating to appointment, promotion, and dismissal as set forth in Attachment 1, pending ratification by the AASUA.

CARRIED

EARLY CONSULTATION

9. PhD Minimum Funding Proposal

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research (by teleconference); Maxine Clarke, Senior Officer, Strategic Initiatives, Faculty of Graduate Studies and Research

Ms Clarke noted that this proposal aligned with the strategic goals of the Graduate Students' Association and asked for feedback on the content.

Discussion:

Members discussed different funding options; concerns about a potential reduction in the number of PhD students due to limited funding availability; the risk of funding to be re-directed from Masters programs to Doctoral programs; the challenges for programs to provide the proposed level of funding; the ongoing viability of programs; sponsored and self-funded students; the responsibilities of graduate students who parent; the recent

increase in food bank use by graduate students; limitations on work outside of the university for funded students; and distinctions or restrictions based on full or part-time study.

10. Integrated Asset Management Guiding Principles

Materials before members are contained in the official meeting file.

Presenter(s): Andrew Sharman, Vice-President (Facilities and Operations)

Mr Sharman referred to the Town Hall discussion of the principles which occurred the previous week and the presentation to the Board Finance and Property Committee which was scheduled for the following day. He noted that the Integrated Asset Management Strategy would be considered by the Board of Governors in June. Mr Sharman explained how the principles related to the Institutional Strategic Plan, *For the Public Good* and the main institutional mandates of research and scholarship.

Discussion:

Members expressed several comments and questions including, but not limited to: staff space; the challenge of meeting current building codes in old buildings; esthetic coherence on campus; barrier free and all-gender washrooms; the impact of space limitations and available funding on renovations; and the considerations of the Long Range Development Plan.

ACTION ITEMS

11. Workplace Impairment Policy and Procedures

Materials before members are contained in the official meeting file.

Presenter(s): Wayne Patterson, Vice-Provost and Associate Vice-President (Human Resources)

Purpose of the Proposal: To obtain recommendation for approval of the Workplace Impairment Policy and related procedures which have been developed after extensive consultation and feedback.

Mr Patterson gave an overview of the Policy and Procedures and explained when the policy would apply to students employed by the university and when the Code of Student Behaviour (COSB) or other policies would apply. He outlined the early consultation activities and the feedback that had been incorporated into the final documents. Mr Patterson also noted that training, FAQs, and education and awareness initiatives would be provided for the community.

Discussion:

Members discussed: the issues with identifying stress and fatigue; the sections of the COSB that refer to disruptions, and violations of safety and dignity; drug testing; and the potential role of University of Alberta Protective Services.

Motion: Padfield/Bhatnagar

THAT the GFC Executive Committee recommend to General Faculties Council the Workplace Impairment Policy, the Workplace Impairment Disclosure and Reporting Procedure, the Managing Impairment in Safety-Sensitive Positions Procedure, and the Drug Testing Procedure.
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CARRIED

12. Proposed Revisions to Standing Committee Terms of Reference - GFC Academic Planning Committee

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic) and Chair GFC Academic Planning Committee

Purpose of the Proposal: The proposal is before the committee to approve the revised terms of reference for the GFC Academic Planning Committee

Dr Dew outlined the changes and noted that the committee had considered feedback both from APC and from GFC on the proposed name change and proposed that there be no change to the committee name as the general consensus was that the term 'academic' included research.

Discussion:
There was no discussion.

Motion: Foster/Aliramezani

THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed changes to the GFC Academic Planning Committee Terms of Reference as set forth in Attachment 1, to take effect July 1, 2019.

CARRIED

13. Proposed Revisions to Terms of Reference - General Faculties Council

Materials before members are contained in the official meeting file.

Presenter(s): David Turpin, President and Vice-Chancellor and Chair of GFC

Purpose of the Proposal: The proposal is before the committee to approve the revised terms of reference for General Faculties Council.

The Chair drew the committee's attention to the proposed changes to composition. He also indicated that further discussion would occur in the fall on delegating GFC's responsibility to recommend on changes to the appointments, promotions and dismissals as discussed in item 8.

Discussion:
There was no discussion

Motion: Meldrum/Cormack

THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed changes to the General Faculties Council Terms of Reference as set forth in Attachment 1, to take effect July 1, 2019.

CARRIED

DISCUSSION ITEMS

14. Report of the GFC Executive Transition Committee

Materials before members are contained in the official meeting file.

Presenter(s): David Turpin, President and Vice-Chancellor and Chair of GFC Executive Committee

The Chair pointed to the two remaining items from the ad hoc report: the terms of reference and mandate for the Committee on the Learning Environment, and recommendations regarding streamlining program approvals, both to come forward in fall 2019.

Discussion:

There was no discussion.

15. Academic Governance Decision Making during a Disruption

Materials before members are contained in the official meeting file.

Presenter(s): David Turpin, President and Vice-Chancellor and Chair of GFC Executive Committee

The Chair asked the GFC Secretary to comment on this issue. Ms Brolley noted that in the case of a labour disruption, the academic schedule and the appeals process would be the main issues to address. She explained that the GFC Executive Committee had delegated authority for the Academic Schedule. She also noted that deadlines for the appeals process were outlined in the codes and, if it were necessary to adjust the deadlines, the GFC Executive Committee would also have authority to do so. It was also noted that any decisions made by the committee would be reported to GFC at the next meeting.

Discussion:

Members discussed: crossing picket lines; quorum requirements; the authority of the President, under the PSLA, to make decisions; email ballots or the use of teleconferencing for meetings; and the need to make decisions in a timely fashion to minimize the impact on students.

16. Question Period

Question from GFC member D. Vethanayagam for GFC meeting on April 29, 2019, regarding maximum salary limits for professors.

Materials before members are contained in the official meeting file.

The Chair pointed to the question that would be coming forward to GFC and asked members for their input.

Discussion:

Members discussed mandatory retirement, the collective bargaining process, faculty renewal and the impact on academic issues.

ACTION ITEMS

17. Draft Agenda for the Next Meeting of General Faculties Council

Materials before members are contained in the official meeting file.

Purpose of the Proposal: To approve the Agenda for the GFC meeting to be held on Monday, April 29, 2019.

Discussion:

Members asked if Academic Governance during a disruption would be discussed at GFC and were assured that it would be addressed in the President's Report.

Motion: Padfield/Bhatnagar

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the April 29, 2019 meeting of General Faculties Council, as set forth in Attachment 1.

CARRIED

INFORMATION REPORTS

18. Items Approved by the GFC Executive Committee by email ballots

There were no items.

19. Information Items Forwarded to GFC Executive Committee between Meetings

There were no items.

20. A. Graduate Enrolment Report

A member noted that the provincial government had recently changed the way that Full Load Equivalent (FLEs) were calculated.

B. 2017-18 Report of the Graduate Scholarship Committee

C. GFC and Committee meeting schedules 2019-2020

CLOSING SESSION

21. Adjournment

The Chair adjourned the meeting at 3:20 p.m.