

General Faculties Council
Executive Committee (Exec)
Approved Open Session Minutes

Monday, December 05, 2022
South Academic Building (SAB) 2-31
2:00 PM - 3:40 PM

ATTENDEES:

Bill Flanagan, Chair
Bishoi Aziz
Shanthi Johnson
Gurleen Kaur
Christopher Lupke
Jerine Pegg
Spencer Proctor

Tracy Raivio
Norma Rodenburg
Dan Romanyk
Verna Yiu
Nese Yuksel
non-voting:
Brad Hamdon
Kate Peters

REGRETS:

Jelena Holovati
Chanpreet Singh

Staff:

Heather Richholt, Scribe

OPENING SESSION

Before calling the meeting to order, the Chair acknowledged, "the University of Alberta resides on Treaty 6 territory and the homeland of the Métis".

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

The motion was moved and seconded.

THAT the GFC Executive Committee approve the agenda.

CARRIED

2. Comments from the Chair (no documents)

- Voting at GFC
- Update from Chair of GPO

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

Discussion:

In his comments the Chair spoke about the December 6th National Day of Remembrance and Action on Violence against Women and information in The Quad about the community's ceremonies, events, and memorials to honour and remember the lives of those who have died as a result of gender-based violence. The Chair also made note of the approval of the Sexual and Gender-based Violence Policy, the distribution of the Board of Governor's December 9th agenda to GFC, and the upcoming Board, GFC, and Senate Summit.

GFC Secretary Kate Peters was invited to share information about the development of a new voting tool for GFC. Information Services and Technology (IST) Application Development Service team members were in attendance to speak to the development and functionality of the tool. Committee members discussed the use of the tool in real time in a GFC meeting and why it was the practice for each GFC member's vote to be projected on the screen.

Jerine Pegg, Chair of Executive's Subcommittee on Governance and Procedural Oversight (GPO) provided an update on the work of the subcommittee. She noted that the request to Faculty Deans for copies of Faculty Council Terms of Reference would be sent out before the holiday closure and that GPO would work through the documents and report back to Exec. She also noted that items 8 and 9 were on the agenda for an initial conversation and that GPO would continue to work on the GFC Terms of Reference and the recommendations of the *ad hoc* Committee for the Formal Review of Academic Restructuring.

CONSENT AGENDA

Materials before members are contained in the official meeting file.

The motion to approve the items in the consent agenda was moved and seconded.

3. Approval of the Open Session Minutes of October 3, and October 31, 2022

THAT the GFC Executive Committee approve the open session minutes of October 3, and October 31, 2022.

CARRIED

4. Helping Individuals at Risk (HIAR) and Office of Safe Disclosure and Human Rights (OSDHR) Annual Reports

Purpose of the Proposal: HIAR reports annually to GFC Executive and to the Board Learning, Research, and Student Experience Committee on data related to the previous years' reports, services provided, and on priorities. The OSDHR reports annually to General Faculties Council Executive and the Board Audit and Risk Committee on activity and areas of focus.

ACTION ITEMS

5. Proposed Changes to Membership Restrictions for Academic Staff on University Appeal Boards

Materials before members are contained in the official meeting file.

Presenter(s): Laura Riley, Appeals and Compliance Coordinator; Heather Richholt, Associate Secretary to GFC

Discussion:

L Riley provided an overview of the proposal noting the responsibilities of the appeal bodies as well as the persistent vacancies for chairs and staff panelists over the last few years.

Members discussed concerns with time commitment for these positions and whether opening these opportunities to all academic staff members would solve the problem of persistent vacancies.

General Counsel and University Secretary Brad Hamdon noted that the scheduling of hearings in the evenings was best for students but that there were changes underway to include more written appeals which would result in fewer in-person hearings.

A member expressed support of Academic Teaching Staff (ATS) involvement noting the significant role these academic staff members play in Faculties.

The motion was moved and seconded.

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, the proposed changes to eligible staff categories for service on the GFC Academic Appeals Committee (AAC) and the University Appeal Board (UAB) as set forth in the attachments, to take effect upon approval.

CARRIED

DISCUSSION ITEMS

6. Parchments for Online and Continuing Education Programs

Presenter(s): Norma Rodenburg, Acting Vice-Provost and University Registrar

Discussion:

N Rodenburg presented the changes to parchments for online and continuing education programs. She explained that the change was required for all programs that were previously under the Faculty of Extension. She clarified that no approval was needed, this item was before Exec for information and the governance record.

There was no discussion.

7. College Model Review

Presenter(s): Verna Yiu, Interim Provost and Vice-President (Academic)

Discussion:

V Yiu explained that D Marshall would conduct a review of the College Model which would include round table conversations and feedback from GFC. She noted that she was asking the committee for their advice on the proposed consultation questions and plan.

During the discussion members expressed comments and questions including but not limited to: separate consideration of the College responsibilities for administrative functions and for interdisciplinarity; perception that the administrative centralization has been the priority, and that teaching and research need to be a priority as well; which members of the university community that D Marshall would meet with and a suggestion to include front-line staff as well as leadership; suggestions to review how new workflows are communicated to Faculties, what is functioning well, and what needs refinement; discomfort with interdisciplinarity in the Faculty of Arts from some whose work does not align with that priority; and an opinion about the validity of rankings and a note that some institutions are opting out of rankings.

V Yiu thanked members for their feedback and noted that the review would be forward thinking because the Colleges have not had time to evolve and mature. She explained that this was an opportunity for learning and to help direct the growth of the Colleges.

8. Definition of Full-time Academic Staff, General Faculties Council and Faculty Council Composition

Presenter(s): Jerine Pegg, Professor and Chair of Executive Subcommittee on Governance and Procedural Oversight (GPO); Kate Peters, GFC Secretary and Manager, GFC Services

Discussion.

J Pegg provided an overview of the issue of how GFC has defined 'full-time academic staff' noting the exclusions put in place by Executive in the past need to be addressed in order for GFC and Faculty Councils to comply with the *Post-Secondary Learning Act* (PSLA). K Peters explained that this would not require a decision as it was a necessary correction and asked for Executive's advice for how best to communicate this to GFC.

Members discussed: how this issue would play out at the Faculty Council level; the likelihood of non-faculty academic staff members being elected to GFC seats; the variability in how different Faculties operate; the intent of the PSLA and whether that should have any bearing on implementation; concerns with the size of Faculty Councils; and a suggestion to put what is changing up front, highlighting the impact on Faculty Councils, and indicating the importance of diversity.

9. Proposed Changes to GFC Executive Terms of Reference

Presenter(s): Jerine Pegg, Professor and Chair of GPO; Kate Peters, GFC Secretary and Manager, GFC Services

Discussion.

J Pegg explained that GPO's discussions and consultation had resulted in the proposed changes in the draft terms of reference. She noted that the additional language in section 4.2 was not meant to be a gatekeeping function but instead a clarification on Exec's role in alignment with the GFC Meeting Procedural Rules.

Members discussed Exec's responsibility to approve the draft agenda for GFC and concerns that GFC was not able to get through the amount of work that was before it. They discussed section 8.7 in the Meeting Procedural Rules and how Exec could suggest changes for the purpose of clarity but that the committee did not have the authority to stop a notice of motion made under 8.7 moving forward to GFC. Members also asked about suggestions to add a Non-Academic Staff (NASA) member to the Exec composition and heard that GPO suggested a more general category that could be filled by a NASA member or someone from another category.

10. Question Period

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

Discussion.

A member noted that the Association of Academic Staff of the University of Alberta (AASUA) voted in favour of restoring the masking mandate on campus and asked if senior leaders would lead by example by wearing masks in public spaces.

Interim Provost and Vice-President (Academic) Verna Yiu noted that the current data and advice regarding masking did not provide evidence that would support a mandate. She reminded members that when people were symptomatic they were asked to stay at home.

A member noted that there were some classrooms on campus where a large number of people are masking and spoke to the importance of communication and education.

INFORMATION REPORTS

11. Information Items Forwarded to Committee Members Between Meetings

- For Review Revised meeting materials and Documentation for discussion
- Time Sensitive GFC on November 14

- Action Requested eVote on November 14
- Results of the eVote - GFC Executive Committee approval of the agenda

CLOSING SESSION

12. Adjournment
 - Next Meeting of Exec: January 16, 2025
 - Next Meeting of GFC: January 30, 2023