

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

Monday, September 11, 2023  
South Academic Building (SAB) 2-31  
2:00 PM - 3:45 PM

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**ATTENDEES:**

Bill Flanagan  
Pedro Almeida  
Ryan Dunch  
Kyle Foster  
Julianne Gibbs  
Jelena Holovati  
Shanthi Johnson

Rija Kamran  
Danielle Milln  
Sujata Persad  
Spencer Proctor  
Norma Rodenburg  
Dan Romanyk  
Robert Wood  
Verna Yiu

*non-voting:*

John Lemieux  
Kate Peters

**REGRETS:**

Aiman Saif

Staff:

Heather Richholt, Scribe

**OPENING SESSION**

Before calling the meeting to order, the Chair acknowledged the territory and spoke about the upcoming National Day for Truth and Reconciliation, and the university's commitment to the calls to action.

The Chair welcomed members to the first Executive Committee meeting of the academic year and led a round of introductions.

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

*Discussion:*

The Chair asked GFC Secretary, Kate Peters to review the structure of the agenda for members. K Peters explained the use of the consent agenda for items that were routine and required no discussion noting that members could request to have an item removed from the consent agenda in order to ask questions; she explained that this should be done in advance so that the proponent could be invited to attend and speak to their item. She also went over the GFC agenda items and explained that Executive had no mandate to discuss items under that section beyond considering them for placement on the GFC agenda.

The Chair noted that a member has asked for items 5 and 6 to be pulled from the consent agenda so that they could ask questions. A member requested that item 7 be pulled from the consent agenda as well.

The motion was moved and seconded.

THAT GFC Executive Committee approve the agenda, as amended.

**CARRIED**

2. Comments from the Chair (no documents)  
- Election of a Vice-Chair

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

*Discussion:*

In his comments the Chair spoke about:

- A successful week of welcome and return to campus;
- The pipe ceremony at the new space for First Peoples' House in the former Coutts Library;
- The launch of the University Strategic Plan on September 19th; and
- The search process for the Provost and Vice-President (Academic).

The Chair asked K Peters to update members about the Vice-Chair role on the committee. K Peters noted that J Holovati had agreed to put her name forward for the role and asked if there were any other nominations. Hearing none, J Holovati was elected by acclamation.

3. GFC Committee Orientation

Materials before members are contained in the official meeting file.

*Presenter(s)*: John Lemieux, University Secretary; Kate Peters, GFC Secretary and Manager of GFC Services

*Discussion:*

J Lemieux spoke about the role of the University Secretary and the Governance unit, the balance of authority between the Board of Governors and General Faculties Council as set out in the *Post-Secondary Learning Act*, and the principles of collegial governance.

K Peters provided an overview of the committee's authority, delegated by GFC, to prepare the GFC agenda, to provide oversight and recommend on governance procedural matters, to approve Faculty Council composition and quorum, to approve Dean selection committee composition, and to make decisions on GFC's behalf where it is not feasible to call a special meeting of GFC. She also encouraged members to complete the Equity, Diversity and Inclusion training module as a tool to support the committee's work.

There were no questions.

**CONSENT AGENDA**

4. Approval of the Open Session Minutes of May 15, 2023

Materials before members are contained in the official meeting file.

The motion was moved and seconded.

THAT GFC Executive Committee approve the open session minutes of May 15, 2023.
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**CARRIED**

**ACTION ITEMS**

5. Proposed Changes to the Pharmacy and Pharmaceutical Sciences Faculty Council Composition

Materials before members are contained in the official meeting file.

*Presenter(s)*: Christine Hughes, Dean, Pharmacy & Pharmaceutical Sciences

*Discussion:*

C Hughes provided an overview of the proposed changes to the composition.

Members discussed student and support staff participation on the Faculty Council.

The motion was moved and seconded.

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 to take effect upon final approval.

**CARRIED**

6. Proposed Changes to the Kinesiology, Sport and Recreation Faculty Council Composition

Materials before members are contained in the official meeting file.

*Presenter(s)*: Kyra Pyke, Dean, Faculty of Kinesiology, Sport, and Recreation

*Discussion:*

K Pyke spoke about the proposed changes and noted that student members on Faculty Council were involved in the process to revise the composition.

Members discussed the role of the Faculty Students' Association to determine student membership on Faculty Council and the student memberships aligned with programs of study.

The motion was moved and seconded.

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 Kinesiology, Sport and Recreation (KSR), as set forth in Attachment 1, to take effect upon final approval.

**CARRIED**

7. Proposed Changes to the Rehabilitation Medicine Faculty Council Composition

Materials before members are contained in the official meeting file.

*Discussion:*

The Chair noted that there was no presenter for this item as no notice was given that the motion would be removed from the consent agenda.

A member noted that there was no support staff member on the Faculty Council and observed that only about half of the Faculty Councils included support staff members. K Peters noted that she would communicate this concern to all Deans.

The motion was moved and seconded.

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 Rehabilitation Medicine, as set forth in Amendment 1, to take effect upon final approval.

**CARRIED**

8. Proposed Changes to the Dean Selection Committee Composition for the Faculties of Agricultural, Life, and Environmental Sciences, Nursing, Engineering, and Augustana.

Materials before members are contained in the official meeting file.

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

*Discussion:*

V Yiu explained that there were five Dean searches that would be scheduled this year for the Faculties of Agricultural, Life and Environmental Sciences, Augustana, Engineering, Law, and Nursing. She noted that proposed changes to the search committee compositions may be initiated by the Faculty or by the Provost but that Faculty Council approval was needed before proposals could advance to EXEC.

Members discussed the recent change to the definition of Academic Staff in order to align with the *Post-Secondary Learning Act*, the increasing role that Academic Teaching Staff (ATS) played at the university, and whether the Dean search committees included sufficient ATS representatives.

The motions were moved and seconded.

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of the Faculty of Agricultural, Life and Environmental Sciences (ALES) as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

**CARRIED**

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of the Faculty of Nursing as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

**CARRIED**

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, the proposed change to the composition of the dean selection committee of the Faculty of Engineering as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

**CARRIED**

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of Augustana Campus as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

**CARRIED**

**DISCUSSION ITEMS**

9. Chancellor Search (no documents)

*Presenter(s)*: Shawn Flynn, Academic Dean, St. Joseph's College, GFC Representative to Senate

*Discussion:*

S Flynn spoke about the process for nomination of a new University Chancellor and asked for feedback. He pointed members to the Nomination of Chancellor website and spoke about articulating desirable attributes and the importance of the role.

A member noted the changes that the University would be facing over the next five years and the importance of finding a Chancellor who could be an advocate for change. A member spoke about the need for a non-partisan and high profile individual who could extend the reach of the University of Alberta beyond the capital region.

S Flynn agreed to circulate a google form to members to gather feedback.

10. Subcommittee on Governance and Procedural Oversight (GPO) Work Plan

Materials before members are contained in the official meeting file.

*Presenter(s):* Kate Peters, GFC Secretary and Manager of GFC Services; Heather Richholt, Associate Secretary to GFC

*Discussion:*

The Chair announced that he had asked Ryan Dunch to act as his delegate and chair of GPO and thanked him for taking on the job. He noted the importance of the GPO and EXEC connection.

K Peters spoke about the work completed over the past year and the challenges involved with getting this work on EXEC and GFC agendas for discussion and approval. H Richholt provided an overview of the Work Plan and Meeting Notes document and spoke about priorities for the upcoming academic year.

**PREPARATION OF THE GFC AGENDA**

Materials before members are contained in the official meeting file.

11. A. Strategic Plan for Research and Innovation (SPRI) (Discussion)  
B. University of Alberta Students' Union Goals and Graduate Students' Association Board Work Plan (Discussion)  
C. Final Draft of Budget Model (Discussion)  
D. Council on Systemic Ableism (Discussion – no documents)  
E. Student Academic Integrity Policy Suite (Information – see Item 14)

**ACTION ITEMS**

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

Materials before members are contained in the official meeting file.

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

*Discussion:*

Members discussed:

- The ZTC Cup, a University of Alberta Students' Union initiative to encourage Faculties to offer more Zero Textbook Cost (ZTC) courses;
- Timing for the budget model discussion and question period;
- Whether the item on the Council on System Ableism should be deferred to the next meeting of GFC so that it gets the necessary time and attention;

- The scheduled length of GFC meetings and that GFC can vote to extend the meeting if they wish; and
- The importance of allowing sufficient time for Question Period at GFC and why it is placed as the first discussion item.

The motion was moved and seconded.

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the September 18, 2023 meeting of General Faculties Council, as set forth in Attachment 1, as amended.

**CARRIED**

### **DISCUSSION ITEMS**

13. Question Period (no documents)

*Discussion:*

K Peters asked members to consider the GFC meeting format and whether they should move to in person only for a few meetings per year in order to bring people together. She pointed to some other Universities who were doing this with success.

Members pointed out that the University of Alberta is a multi-campus institution with a strong, and growing, online presence and spoke about equity and accommodation concerns for those who do not work or study on North Campus. A member noted that the Board, GFC, and Senate Summit was an in person opportunity for members to connect. A member suggested surveying members of GFC to ask if they would value having one or two meeting per year in person only.

### **INFORMATION REPORTS**

Materials before members are contained in the official meeting file.

14. Student Academic Integrity Policy Suite

### **CLOSING SESSION**

15. Adjournment

- Next Meeting of Exec: October 2, 2023
- Next Meeting of GFC: September 18, 2023