

General Faculties Council
Approved Minutes

Monday, May 30, 2011
2-1 University Hall, Council Chamber
2:00 pm – 4:00 pm

ATTENDEES:

Ex Officio (27): Acting President and Provost and Vice-President (Academic): Carl Amrhein; Acting Provost and Vice-President (Academic): Dru Marshall; Vice-President (Research): Lorne Babiuk; Vice-President (Finance and Administration): Phyllis Clark; Vice-President (Facilities and Operations): Don Hickey; Acting Vice-President (University Relations): Deb Hammacher; Chief Advancement Officer: O'Neil Outar; Vice-Provost and University Registrar: Gerry Kendal; Acting Chief Librarian: Mary-Jo Romaniuk; Deans and Directors: Lesley Cormack, Roger Epp, Katy Campbell, Philip Bryden, Ellen Bielawski, Anita Molzahn, Martin Ferguson-Pell, Gregory Taylor, Ernie Ingles

Students (3): Nima Yousefi Moghadden, Colten Yamagishi, Emerson Csorba

Faculty--Elected (54): J. Nelson Amaral, Cary Brown, Robert Couch, Sandra Davidge, Chris DeGara, Fay Fletcher, Ian Gellatly, Joanna Harrington, Steven Harris, Jack Ives, Louise Jensen, Pierre Lemelin, Lee Livingston, Todd Lowary, Bob Luth, Pirkko Markula, Ron McElhaney, Sushanta Mitra, Linda Phillips, Andre Plourde, Rhonda Rosychuk, J.M. Shaw, Christopher Sturdy, Duane Szafron, Serra Tinnic, Alan Underhill, Deanna Williamson, Noreen Willows, Elaine Yacychyn

ATTENDEES (Appointed):

Graduate Students at-Large (14): Andrea Rawluk, Hillary Sparkes, Michal Zielinski

Undergraduate Students (40): Ann Gordon, Heidi Johnson, Tyler Heal, Christopher Rogers, Su Su Liang, Jeffry Kochikuzhyi, Nicholas Monfrieds

Board of Governors Representatives (6): Rory Tighe, Louis Hugo Francescutti, Tanya Martelle

APOs and/or FSOs (2): Tracy Hetman

University Library Academic Staff (3): Marc Truitt, Sharon Farnel

Chair of Chairs' Council (1): Robin Overall

Vice-Provost and Dean of Students (1): Frank Robinson

GOVERNANCE STAFF:

Garry Bodnar, Secretary to General Faculties Council

Deborah Holloway, Scribe

Marion Haggarty-France, University Secretary

PRESENTERS AND GUESTS:

Carl Amrhein, Acting President and Acting Chair, General Faculties Council; Provost and Vice-President (Academic); and Chair, GFC Executive Committee

Garry Bodnar, Secretary to General Faculties Council and Coordinator, GFC Replenishment Committee

Phyllis Clark, Vice-President (Finance and Administration)

Jane Drummond, Vice-Provost (Health Sciences Council)

Deborah Eerkes, Director, Office of Student Judicial Affairs

Louis Hugo Francescutti, Academic Staff Representative on the Board of Governors

Erin Hnit, Manager, Policy Standards Office

Bob Luth, Provost's Fellow (and GFC Member)

Bob Picken, Manager, Insurance and Risk Assessment
Frank Robinson, Vice-Provost and Dean of Students
Philip Stack, Associate Vice President (Risk Management Services)
Duane Szafron, Chair, GFC Nominating Committee
Dima Utgoff, Director, Residence Services

OBSERVERS:

Marcia Lang, Chief of Staff and University Relations, Office of the President

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Truitt/Amaral

THAT the General Faculties Council approve the Agenda.

CARRIED

2. Approval of the Minutes of March 21, 2011

Materials before members are contained in the official meeting file.

Motion: Molzahn/Coulthard

THAT the General Faculties Council approve the Minutes of March 21, 2011.

CARRIED

3. Comments from the Acting President

Acting President, and Provost and Vice-President (Academic) Carl Amrhein, provided comments of interest to GFC that included the following:

- After 30 years of accomplishments at the University of Alberta, Deputy Provost Dru Marshall has accepted the position of Provost and Vice-President (Academic) at the University of Calgary, effective August 1, 2011. The Acting Chair and members of General Faculties Council congratulated Dr Marshall and thanked her for her contributions and achievements.
- The first meeting of the task force exploring a potential Fall Term Reading Week has been held. Recommendations from the task force are expected to be forthcoming in September, 2011.
- The Acting President provided a brief report regarding his recent trip to Central Europe, noting the many opportunities for student recruitment and research partnerships. He reported that the University of Alberta is seen by many institutions in Central Europe as a model regarding developing and implementing successful internationalization activities; he added that the University of Western Ontario cited the University's model as the one it is now adopting.
- The Acting President acknowledged outgoing members of General Faculties Council and thanked them for their contributions.
- At the invitation of the Acting President, the President of the Students' Union, Rory Tighe, provided an update regarding the University's dodge ball record and a recent challenge by the United States Air Force.

- Also, at the invitation of the Acting President, the Dean of the Faculty of Science, Gregory Taylor, confirmed that Centennial Centre for Interdisciplinary Science (CCIS) has been accessible since April, 2011; however, he noted that access from the Quad is not yet available.

ACTION ITEMS

4. New Members of GFC

Materials before members are contained in the official meeting file.

Presenter: Carl Amrhein, Acting President and Acting Chair, General Faculties Council; Provost and Vice-President (Academic); and Chair, GFC Executive Committee

Purpose of the Proposal:

Motion I: TO APPOINT/REAPPOINT: Szafron/Molzahn

The following undergraduate student members elected by the Students' Union (SU) to the Board of Governors and appointed to GFC for terms that are concurrent with their terms on the Board (May 1, 2011 to April 30, 2012):

Rory Tighe	President, SU
Raphael Lepage Fortin	SU Appointee

The following undergraduate student representatives to serve on GFC for terms beginning May 1, 2011 and ending April 30, 2012:

Ann Gordon	Faculty of Arts
Petros Kusmu	Faculty of Arts
Jessica Macumber	Faculty of Arts
Gabriel Tremblay	Faculty of Arts
Emily Fung	Faculty of Arts
Nikolas Kalantzis	Faculty of Arts
Zafir Kanji	Faculty of Arts
Harry Chandler	Faculty of Business
Christina Wolinski	Faculty of Business
Brit Luimes	Faculty of Education
Donovan Lovely	Faculty of Education
Tyler Heal	Faculty of Engineering
Heidi Johnson	Faculty of Engineering
Saadiq Sumar	Faculty of Engineering
Christopher Rogers	Faculty of Engineering
Lyndon Crone	Faculty of Engineering
Scott Nicol	Faculty of Law
Susan Amer	Faculty of Physical Education and Recreation
Spencer Dunn	Faculté Saint-Jean
Kim Ferguson	Faculty of Science
Su Su Liang	Faculty of Science
Stephanie D Agostini	Faculty of Science
Michael Parkes	Faculty of Science

Jeffry Kochikuzhyi	Faculty of Science
Victor Foroutanpay	Faculty of Science
Nicholas Monfries	Faculty of Science
Thomas L'Abbe	Faculty of Science

The following graduate student representatives to serve on GFC for terms beginning immediately and ending April 30, 2012:

Michael Zielinski	Faculty of Engineering
Zoey Zhang	Faculty of Education
Andrea Rawluk	Faculty of Agricultural, Life and Environmental Sciences
Sagar Lunawat	Faculty of Engineering
Hillary Sparkes	Faculty of Arts
Tamara Korassa	Faculty of Business

CARRIED

Motion II: TO RECEIVE: Amaral/Truitt

The following statutory undergraduate student members nominated by the Students' Union (SU) to serve on GFC for terms beginning May 1, 2011 and ending April 30, 2012:

Emerson Csorba	Vice-President (Academic), SU
Colten Yamagishi	Vice-President (Student Life), SU

The following statutory graduate student member nominated by the Graduate Students' Association (GSA) to serve on GFC for a term beginning May 1, 2011 and ending April 30, 2012:

Nima Yousefi Moghaddam	Vice-President (Academic), GSA
------------------------	--------------------------------

The following *ex officio* members to serve on GFC for terms beginning July 1, 2011 and extending for the duration of the Interim Deanship:

Tom Scott	Interim Dean, Faculty of Business
Nathalie Kermoal	Interim Dean, Faculty of Native Studies

The following statutory faculty members who have been elected or re-elected by their Faculty to serve on GFC for terms beginning July 1, 2011 and ending June 30, 2014:

Mary Beckie	Faculty of Extension
Jonathan Veinot	Faculty of Science
Jeremy Richards	Faculty of Science

CARRIED

5. Off-Campus Activity and Travel Policy Suite

Materials before members are contained in the official meeting file.

Presenters: Phyllis Clark, Vice-President (Finance and Administration); Erin Hnit, Manager, Policy Standards Office; Bob Picken, Manager, Insurance and Risk Assessment; and Philip Stack, Associate Vice President (Risk Management Services)

Purpose of the Proposal: To state the University's position on off-campus activities and travel and to provide direction and tools for planning safe travel experiences in a way that:

- recognizes the importance of travel
- balances independence and academic freedom with managing risks
- recognizes the independence of faculty, staff, and postdoctoral fellows
- reduces liability to organizers/leaders by assisting them in assessing and managing risks
- is consistent with existing practices across campus, including those of University of Alberta International, the Field Research Office, the Office of Insurance and Risk Assessment, and those of individual Faculties, Departments and Units.

Discussion:

The Acting President introduced the item, noting that following the May 2, 2011 GFC Executive Committee meeting, the presenters had received, and recommend accepting, a friendly amendment from student members. Regarding Attachment 5, *AASUA Consultations on the Off-Campus Travel Policy – Correspondence from the Associate Vice-President (Risk Management Services)*, he reported that, *per* an agreement with AASUA, their concerns, if any, with the development and implement of new Policy would be noted.

The Vice-President (Finance and Administration), Phyllis Clark, commented that the off-campus travel season is underway. Recent international events, such as the earthquake in Japan, highlight the necessity for this Policy suite. She reported that the purpose of the Policy is to state the University's position on off-campus activities and travel. It will also provide direction and tools for planning safe travel experiences in a way that: recognizes the importance of travel; balances independence and academic freedom with managing risks; recognizes the independence of faculty, staff, and postdoctoral fellows; reduces liability to organizers/leaders by assisting them in assessing and managing risks; and is consistent with existing practices across campus.

The Associate Vice-President (Risk Management Services), Philip Stack, noted that extensive consultation had been undertaken with the University community. He added that the Policy deals with planning and organizing travel and, therefore, does not address the merits of the particular program. Mr Stack reported that the Policy was framed from the perspective of what a reasonable person would do in a particular circumstance. Noting that orientation and awareness would be important, he reported that a set of tools and a web site would be developed to communicate with the University community. He stressed that the University maintains an extensive liability insurance program that covers faculty, staff, and students while undertaking their duties as an employee or students participating in University study activities.

The Manager, Insurance and Risk Assessment, Bob Picken, provided a detailed overview of the various insurance and liability programs in place to protect the University and members of the University community. Following this presentation, the Acting President inquired whether members had any questions regarding insurance coverage. There were no questions.

During the ensuing discussion, the presenters addressed questions and concerns expressed by members concerning the following matters: confirmation that a student employed via a research grant but not currently enrolled in courses would be treated as a student; whether the impact of the Policy might increase work load at the Departmental level; and whether a *Frequently Asked Questions* section would be available for members of the community travelling abroad. Mr Tighe, Students' Union President, expressed support for the Proposal.

Motion: Clark/Babiuk

THAT General Faculties Council recommend to the Board of Governors the new Off-Campus Activity and Travel Policy (as set forth in Attachment 1, as amended); Risk Assessment for Off-Campus Travel Involving Student Procedure (as set forth in Attachment 2); Off-Campus Activity and Travel Policy (Appendix A) Guidelines for Faculty, Postdoctoral Fellow and Staff Travel (as set forth in Attachment 3); and Off-Campus Activity and Travel Policy (Appendix B) Risk Assessment Matrix for Off-Campus Travel Involving Students (as set forth in Attachment 4), all submitted by the Associate Vice-President (Risk Management Services), to take effect upon final approval.

CARRIED

DISCUSSION ITEMS

6. Residence-Specific Rules

Materials before members are contained in the official meeting file.

Presenters: Carl Amrhein, Acting President and Acting Chair, General Faculties Council; Provost and Vice-President (Academic); and Chair, GFC Executive Committee; Deborah Eerkes, Director, Office of Student Judicial Affairs; Frank Robinson, Vice-Provost and Dean of Students; and Dima Utgoff, Director, Residence Services

Purpose of the Proposal: To provide, as requested by General Faculties Council (GFC) and the Board of Governors, the set of residence-specific rules for information.

Discussion:

Vice-Provost and Dean of Students, Frank Robinson, introduced the item by noting that, as requested by General Faculties Council (GFC) and the Board of Governors, the final set of residence-specific rules be provided for information. These rules were created (or migrated from GFC Policy Manual Section 98) under delegated authority from GFC and the Board of Governors to Residence Services and the applicable residence student association.

The Director, Office of Student Judicial Affairs, Deborah Eerkes, reported that the document before members was developed by a committee within each residence community; the rules noted therein were specific to each community.

7. The Emerging Model for Academic Support for Interdisciplinary Health Scholarship

Materials before members are contained in the official meeting file.

Presenters: Carl Amrhein, Acting President and Acting Chair, General Faculties Council; Provost and Vice-President (Academic); and Chair, GFC Executive Committee; and Jane Drummond, Vice-Provost (Health Sciences Council)

Purpose of the Proposal: To present an overview of the emerging model for academic support to interdisciplinary health scholarship (education, research, and service); the challenges of building capacity in interdisciplinary scholarship; the factors essential for success; and the expected outcomes of these factors.

Discussion:

With the aid of a PowerPoint presentation, the Vice-Provost (Health Sciences Council), Jane Drummond,

provided an overview of the emerging model for academic support to interdisciplinary health scholarship (education, research, and service). Dr Drummond outlined the challenges of building capacity in interdisciplinary scholarship, the factors essential for success, and the expected outcomes of these factors. She noted that the model is the realization of the vision for the Edmonton Clinic Health Academy (ECHA). The elements of the model include: the Health Sciences Education and Research Commons (HSERC) – developed to support inter-professional collaborative team learning; the Interdisciplinary Health Research Academy (IHRA) – developed to support interdisciplinary health research; and the Student Commons – developed to support interdisciplinary student engagement. The missions of and support mechanisms for each of these entities were presented in detail to members.

8. *Assessment and Grading at the University of Alberta: Policies, Practices, and Possibilities - A Report to the Provost and the University*

Materials before members are contained in the official meeting file.

Presenters: Carl Amrhein, Acting President and Acting Chair, General Faculties Council; Provost and Vice-President (Academic); and Chair, GFC Executive Committee; and Bob Luth, Provost's Fellow (and GFC Member)

Purpose of the Proposal: For discussion/information.

Discussion:

The Provost's Fellow, Bob Luth, reported that during the Fall of 2010 he had consulted broadly regarding the Executive Summary of the Report which had been drafted in the Spring of 2010. Beginning in January, 2011, a subcommittee of GFC Committee on the Learning Environment (CLE) revised the purposes and principles and worked to translate the material contained within the Report into the UAPPOL Policy and Procedure format. A large group of members from the GFC Academic Standards Committee (ASC) is reviewing the materials as they progress, and those discussions will continue over the coming months. The draft of the new assessment and grading policy and procedures will be revised during the Fall Term of 2011, and the documents are expected to move through the formal governance approval process in early 2012.

During the ensuing discussion, the presenter addressed questions and concerns expressed by members concerning the following matters: whether orientation is currently in place for instructors regarding the existing policy; where the 'pass/fail' model, particularly regarding graduates students, fits in the model; concern regarding the inconsistent employment of the words "assessment" and "evaluation"; and whether individual Faculties would have any freedom regarding the application of the proposed policy and attendant procedures. Mr Tighe, Students' Union President, offered support for the proposal and acknowledged the valuable work of Dr Luth and his collaborators.

9. Question Period

In response to a member's question regarding whether *Fat Franks* and other vendors on campus require the University's permission to conduct business, the Vice-President (Facilities and Operations), Don Hickey, replied that all vendors require permission, adding that *Fat Franks* is under the umbrella of the agreement between the University of Alberta and *Aramark*.

INFORMATION ITEMS

Materials before members are contained in the official meeting file.

10. GFC Executive Committee Minutes of March 7, 2011

Discussion:

There was no discussion.

11. Report of the Board of Governors of March 18 and May 13, 2011

Discussion:

There was no discussion.

12. E-Mail Reports of the GFC Nominating Committee (April 6, 2011)

Discussion:

There was no discussion.

13. E-Mail Report of the GFC Replenishment Committee

There were no reports to date.

14. Information Items Forwarded to GFC Members Between Meetings

There were no reports to date.

15. Reports

There were no reports to date.

CLOSING SESSION

16. Adjournment

The Chair adjourned the meeting at 3:55 pm.