



The following Motions and Documents were considered by the General Faculties Council at its June 3, 2013 meeting:

Agenda Title: **New Members of GFC**

APPROVED MOTION I: TO APPOINT/RE-APPOINT

The following undergraduate student representatives nominated by the Students' Union (SU) to serve on GFC for terms beginning immediately and ending April 30, 2014:

Kelsey Mills	Faculty of Arts
Majd Mouzaffar	Faculty of Arts
Marina Banister	Faculty of Arts
Stephen Schiavone	Faculty of Arts
Rafael Valdez	School of Business
Ralph Mlynarski	School of Business
Andrew Vela	Faculty of Education
Averi Iwaniuk	Faculty of Education
Ranek Kiil	Faculty of Engineering
Patrick Cajina Cortez	Faculté Saint-Jean
Harold Pang	Faculty of Nursing
Rob Wright	Faculty of Pharmacy and Pharmaceutical Sciences
Chloe Speakman	Faculty of Science
Cory Hodgson	Faculty of Science
Dawson Zeng	Faculty of Science
James Hwang	Faculty of Science
Jeffry Kochikuzhyil	Faculty of Science
Jimmy Kang	Faculty of Science
Matt Lee	Faculty of Science
Maxwell Douglas	Faculty of Science
Natalia Binczyk	Faculty of Science

The following graduate student members nominated by the Graduate Students' Association (GSA) to serve on GFC for terms beginning immediately and ending April 30, 2014:

Erika Goble	Graduate Student at-Large
Gary Barron	Graduate Student at-Large
Isaac Odoom	Graduate Student at-Large
Jennifer McGetrick	Graduate Student at-Large
Karen Vera Lyn Turpin	Graduate Student at-Large
Karly Coleman	Graduate Student at-Large
Kirsta Reich	Graduate Student at-Large
Navjot Thind	Graduate Student at-Large
Patrick Reid	Graduate Student at-Large
Peng Shao	Graduate Student at-Large
Qiang Li	Graduate Student at-Large
Richard Zhao	Graduate Student at-Large
Roy Coulthard	Graduate Student at-Large

Sukhpreet Tamana

Graduate Student at-Large

APPROVED MOTION II: TO RECEIVE

The following *ex officio* members to serve on GFC for a term beginning July 1, 2013 and extending for the duration of their appointments:

Martin Ferguson-Pell
Gerald Beasley

Acting Provost and Vice-President (Academic)
Vice-Provost and Chief Librarian

The following statutory faculty members who have been elected or re-elected by their Faculty to serve on GFC for terms beginning July 1, 2013 and ending June 30, 2016:

Lise Gotell
Kathleen Lowrey
Steve Patten
Toni Samek
John M. Law
Chris de Gara
Kim Solez
Amy Tse
Jonathan White

Faculty of Arts
Faculty of Arts
Faculty of Arts
Faculty of Education
Faculty of Law
Faculty of Medicine and Dentistry (June 30, 2014)
Faculty of Medicine and Dentistry
Faculty of Medicine and Dentistry
Faculty of Medicine and Dentistry

Agenda Title: **Merger of the Augustana Faculty's Department of Fine Arts and Department of Humanities**

APPROVED MOTION: THAT General Faculties Council recommend to the Board of Governors the proposed merger of Augustana Faculty's Department of Fine Arts and Department of Humanities into a single Department of Fine Arts and Humanities, as submitted by the Dean of Augustana Faculty and as set forth in Attachment 1, to take effect July 1, 2013.

Final Recommended Item: 5

Agenda Title: **Budget Principles (and Update)**

APPROVED MOTION: THAT General Faculties Council recommend to the Board of Governors the budget principles that will guide the University in developing the strategies that will enable the institution to achieve a sustainable budget, as provided by the President's Executive Committee and as set forth in Attachment 1, as amended, to take effect upon final approval.

Final Recommended Amended Item: 8

OUTLINE OF ISSUE

Agenda Title: **Merger of Augustana Faculty’s Department of Fine Arts and Department of Humanities**

Motion: THAT General Faculties Council recommend to the Board of Governors the proposed merger of Augustana Faculty’s Department of Fine Arts and Department of Humanities into a single Department of Fine Arts and Humanities, as submitted by the Dean of Augustana Faculty and as set forth in Attachment 1, to take effect July 1, 2013.

Item

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Allen Berger, Dean, Augustana Faculty
Presenter	Allen Berger, Dean, Augustana Faculty
Subject	Proposed Department Merger at Augustana Faculty

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To create administrative efficiencies and reduced expenditures and help facilitate improved faculty communication and new collaborations in teaching and research.
The Impact of the Proposal is	Budgetary savings of one Department Chair stipend, course releases, and administrative leave.
Replaces/Revises (eg, policies, resolutions)	The existing Department of Fine Arts and the Department of Humanities at Augustana Faculty.
Timeline/Implementation Date	Effective July 1, 2013 (to be in place before the start of the 2013-2014 academic year).
Estimated Cost	As set out in the attached ‘Memorandum’.
Sources of Funding	N/A
Notes	Any course changes that result from this merger of Departments at Augustana Faculty will be considered for approval in the standard manner (ie, formal consideration by the GFC Executive Committee and/or circulation by means of the GFC-mandated processes for formal approval of University Calendar changes).

Alignment/Compliance

Alignment with Guiding Documents	<i>Dare to Discover</i> and <i>Dare to Deliver</i> ; University of Alberta <i>Comprehensive Institutional Plan (CIP)</i>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA) Section 26(1) states:</p> <p>“Powers of general faculties council</p> <p>26(1) Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university and, without restricting the generality of the foregoing has the authority to</p> <p>[...]</p> <p>(l) recommend to the board [of governors] the establishment of faculties, schools, departments, chairs and programs of study in the university in any subject that the general faculties council thinks fit;</p> <p>[...]</p> <p>(o) make recommendations to the board with respect to [...] academic planning, campus planning [...] and any other matters considered by the general faculties council to be of interest to the</p>

university[.] [...]”

In **Section 19 (Board to consider recommendations)** of the *PSLA*, it states: “A board must consider the recommendations of the general faculties council, if any, on matters of academic import prior to providing for [...]”

(e) the establishment of faculties, schools, departments, chairs programs of study and any other activities the board considers necessary or advantageous.”

2. GFC Academic Planning Committee (APC) Terms of Reference/3. Mandate of the Committee:

“The Academic Planning Committee (APC) is GFC's senior committee dealing with academic, financial and planning issues. As such, it is not only responsible to GFC (or the Board) for the specific matters itemized below, but may also ask to consider or recommend to GFC on any academic issue, including 1) those issues under the purview of other GFC committees, 2) any academic issue related to restructuring, 3) any research-related issue, or 4) issues linked to academic service units where those issues have a significant academic impact. In like manner, the President, Provost and Vice-President (Academic) or other Vice-Presidents may refer any matter to APC for consideration or recommendation to GFC. APC is also responsible to GFC for promoting an optimal learning environment for students and excellence in teaching, research, and graduate studies. (GFC 29 SEP 2003)

APC is responsible for making recommendations to GFC and/or to the Board of Governors concerning policy matters and action matters with respect to the following:

[...]

2. Units

a. Subject to Article 32 of the Faculty Agreement, to recommend to GFC on the establishment and termination of Faculties, Departments, Schools and divisions, and on mergers involving Faculties, Departments or Schools. (Divisions are defined as academic units with authority over student programs. They may be budgetary units and may or may not be part of an existing Department.)

With respect to any proposal to terminate, merge or reorganize a Faculty, Department or School, the Provost and Vice-President (Academic) will ensure that before a proposal is placed before APC, the Dean(s) is notified, provided with supporting documentation, and is given a reasonable amount of time to take the matter to the Faculty Council(s). [...]”

(Note: In the case of the attached proposal, it should be noted that this is a Faculty-driven initiative in the first instance.)

FINAL Item No. 5

	<p>3. Board Learning and Discovery Committee (BLDC) Terms of Reference</p> <p>“3. <u>MANDATE OF THE COMMITTEE:</u></p> <p>Except as provided in paragraph 4 hereof and in the Board’s General Committee Terms of Reference, the Committee shall, in accordance with the Committee’s responsibilities with powers granted under the Post-Secondary Learning Act, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board. [...]</p> <p>4. <u>LIMITATIONS ON DELEGATION BY THE BOARD</u></p> <p>This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to:</p> <p style="padding-left: 40px;">a. the establishment, continuation, reorganization or abolition of faculties, schools and departments[.] [...]”</p>
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Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Augustana Faculty Department of Fine Arts and Department of Humanities (March, 2013); Office of the Registrar; Office of the Provost and Vice-President (Academic)
Approval Route (Governance) (including meeting dates)	Augustana Faculty Council (April 8, 2013) – for recommendation; GFC Academic Planning Committee (May 22, 2013) – for recommendation to General Faculties Council (GFC); Board Learning and Discovery Committee (May 28, 2013) – for recommendation to the Board (pending GFC’s recommendation); General Faculties Council (June 3, 2013) – for recommendation; Board of Governors (June 21, 2013) – for final approval
Final Approver	Board of Governors

Attachments (each to be numbered 1 - <>):

- Attachment 1 (pages 1 – 5) – Memorandum of Agreement Regarding Merger of Augustana Faculty’s Departments of Fine Arts and Humanities and Support Letters

Prepared by: Sarah Ross, Executive Assistant to the Vice-Dean, Augustana Campus, ross3@ualberta.ca

Memorandum of Agreement

Department Merger

University of Alberta, Augustana Campus Departments of Fine Arts and Humanities

On the 8th April 2013, the Faculty Council of Augustana Campus approved the following motion:

THAT the Faculty Council approve the merger of the Department of Humanities and the Department of Fine Arts effective 1 July 2013, to create a single Department of Fine Arts and Humanities.

The purpose of this motion is the reorganization of two small Departments, and their integration into a single Department within Augustana. It is not to achieve any staff reduction or program cuts for students.

The motion has been discussed within the Departments of Fine Arts and Humanities and has been supported by the continuing academic staff in both departments.

Augustana Faculty Council recommends this proposed reorganization to the Provost and the General Faculties Council. Details of the background, rationale and action plan are listed below.

Background

This motion is the result of consultations with staff in Fine Arts, Humanities and other affected stakeholders. The reasons are given below:

1. The merger of the two departments will result in annual budgetary savings of approximately \$39K (calculated on the basis of anticipated savings from a chair stipend, course releases, and administrative leave).
2. The current Departments of Fine Arts and Humanities are significantly smaller than Augustana's other two academic departments, the Department of Social Sciences and the Department of Science.
3. The merger will reduce the committee workload that must be borne by the faculty in the two departments.
4. In addition to creating administrative efficiencies and reduced expenditures, a merger will help facilitate improved faculty communication and new collaborations in teaching and research.
5. The proposal does have an impact on the Office of the Registrar, specifically with regard to the need to recode courses. Both Jonathan Hawkins, Assistant Registrar at Augustana, and Gerry Kendal, Registrar, have been consulted.

Action Plan

1. This merger is not being advanced for the purpose of producing staffing reductions. We do currently have a part-time administrative secretary in Fine Arts who is on approved leave. For the time being, that work is being redistributed.
2. The merger is also not being advanced for the purpose of reducing program or course options for students.
3. The Department of Humanities and the Department of Fine Arts will cease to exist as separate academic units as of 1 July 2013.
4. Following consultation with both departments, the Dean will consult with the Acting Provost regarding the appointment of Kim Misfeldt, current Chair of Humanities, to serve out the remainder of her term as Chair of the new merged department.
5. In addition to the Chair role, a separate position of Director of Music will be created, with specific duties and terms to be finalized through consultation involving the music faculty, the two current Chairs, and the Dean.
6. The specific duties of the administrative assistants currently assigned to the Department of Humanities and the Department of Fine Arts may be modestly adjusted by the Chair of the merged department to create equity, efficiencies and opportunities for cross training.

[Submitted by Allen Berger, Dean, Augustana Faculty, April, 2013]

8406, rue Marie-Anne-Gaboury (91 St)
Edmonton, Alberta, Canada T6C 4G9
Tel: 780.465.8700
Fax: 780.465.8760
www.csj.ualberta.ca

By email: allen.berger@ualberta.ca

May 6, 2013

Dr. Allen Berger, Dean
Augustana Campus
University of Alberta
2-062 Augustana Forum
Camrose, AB T4V 2R3

Dear Allen:

I am pleased to lend CSJ's support to the requested merger of Augustana's Department of Humanities and the Department of Fine Arts to create a single Department of Fine Arts and Humanities. The arguments presented in your proposal are compelling and I will speak to the issue at Wednesday's APC meeting.

We are contemplating a similar merger of two "Arts" sectors at Saint-Jean. Administrative efficiencies, a reduction in committee workload for faculty, and budget savings all figure in the rationale for this initiative as they do in yours.

Best wishes,



Ed Blackburn
Acting Dean

cc: Garry Bodnar, Director of GFC Services, University Governance

6-33 Humanities Centre
Edmonton, Alberta, Canada T6G 2E5
Tel: 780.492.ARTS
Fax: 780.492.7251
www.arts.ualberta.ca

May 6, 2013

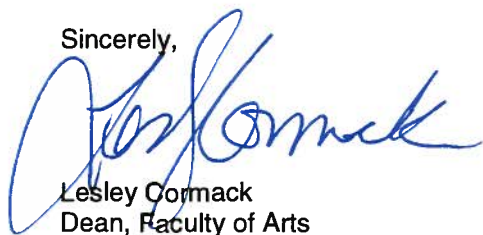
Allen Berger,
Dean, Augustana Campus
2-062 Augustana Forum
Camrose, AB T4V 2R3

Dear Allen,

I am writing to support the proposed merger of the Departments of Fine Arts and Humanities in Augustana Faculty. This merger makes administrative sense and should have the added benefit of academic and pedagogical connections among disciplines in these two areas.

There are no issues of concern from the point of view of the Faculty of Arts. We expect to continue our strong intellectual connections with the faculty and programs of these two departments when they merge into one.

Sincerely,



Lesley Cormack
Dean, Faculty of Arts
Professor of History
6-33 Humanities Centre
University of Alberta
Edmonton, AB T6G 2E5
ph: [780-492-4223](tel:780-492-4223) Fax: [780-492-7251](tel:780-492-7251)
artsdean@ualberta.ca

cc: Garry Bodnar, Director of GFC Services

May 21, 2013

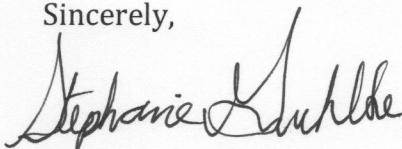
To Whom It May Concern:

On behalf of the Augustana Students Association, I would like to offer our support to the administrations decision to merge the fine arts and humanities departments into the Faculty of Fine Arts & Humanities. To my knowledge this merge was designed to produce approximately \$39,000 in administration savings and will not involve any changes to course offerings, staffing, curriculum or access to academic advisors. It is intended to be completely invisible to students.

It is also my understanding that Ms. Kim Misfeldt will be the chair of the new department and, with a year of experience as the Humanities Department Chair, I believe that she will be able to navigate through the transition properly. I am pleased that the administration also chose to create the new position Director of Music to ensure that the more demanding aspects of the fine arts program still receive all the necessary attention and that music students will not lose concert days, audition days, recitals or other necessary planned events that make our current department so great.

The Augustana Students Association understands that in these financial times decisions such as this one need to be made and we are glad that the administration found a way to save without affecting students. We acknowledge that student representatives were present at faculty discussions and in faculty counsel when the decisions were being made and, while initially skeptical, saw that the proposed benefits out weighed the negatives. Because of this we as an association support the merge. However, we still withhold the right to withdraw our support for the merge at anytime should we see any adverse affects on students.

Sincerely,



Stephanie Gruhlke
Vice President Academic
Augustana Students Association

OUTLINE OF ISSUE

Agenda Title: **Budget Principles (and Update)**

Motion: THAT General Faculties Council recommend to the Board of Governors the budget principles that will guide the University in developing the strategies that will enable the institution to achieve a sustainable budget, as provided by the President’s Executive Committee and as set forth in Attachment 1, as amended, to take effect upon final approval.

Item

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation <input type="checkbox"/> Discussion/Advice <input type="checkbox"/> Information
Proposed by	Martin Ferguson-Pell Acting Provost and Vice-President (Academic); Phyllis Clark Vice President (Finance and Administration)
Presenter	Martin Ferguson-Pell Acting Provost and Vice-President (Academic); Phyllis Clark Vice President (Finance and Administration)
Subject	Budget Principles

Details

Responsibility	Provost and Vice-President (Academic) and Vice-President (Finance and Administration)
The Purpose of the Proposal is (please be specific)	<p>On March 7, 2013, the Provincial Government tabled a budget that revealed an unexpected and significant reduction in the level of funding for Alberta’s post-secondary sector. The University’s Campus Alberta grant was reduced by 7.2 per cent, or \$43 million. This dramatic cut in funding, continuing restrictions on tuition revenue, the economic reality of low interest rates, and inflationary pressures on expenditures have resulted in substantial consolidated budget deficiencies in the current and forecast years.</p> <p>In response to these budget pressures and as outlined in the University’s <i>2013 Comprehensive Institutional Plan (CIP)</i>, the University has developed a three-year plan that will bring the consolidated budget into a balanced position. The plan will require significant restructuring of the academy and administrative operations.</p> <p>As the University initiates academic, administrative, and operational planning to achieve restructuring and reorganization of academic and operational programs, the University has developed a set of budget principles as a guide in decision making.</p> <p>Section 3(4)(a) of the GFC Academic Planning Committee (APC) Terms of Reference on budget matters states that GFC APC is to “recommend to GFC on budget principles.”</p> <p>The budget principles as recommended by GFC APC at its meeting of May 22, 2013 are attached for GFC’s consideration (see Attachment 1).</p>
The Impact of the Proposal is	To have a set of budget principles that will guide the University community in making decisions regarding the reorganization of University academic and operational programs.
Replaces/Revises (eg, policies, resolutions)	N/A
Timeline/Implementation Date	The principles will be applied immediately upon Board approval in support of implementing the University’s three-year plan to achieve a

	sustainable budget.
Estimated Cost	N/A
Sources of Funding	N/A
Notes	N/A

Alignment/Compliance

Alignment with Guiding Documents	<i>Dare to Discover, Dare to Deliver</i> , Comprehensive Institutional Plan (CIP)
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA) Section 26(1) states: “Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university and, without restricting the generality of the foregoing has the authority to [...] (o) make recommendations to the board with respect to affiliation with other institutions, academic planning, campus planning, a building program, the budget [...] and any other matters considered by the general faculties council to be of interest to the university[.] [...]”</p> <p>2. GFC Academic Planning Committee Terms of Reference/3. Mandate of the Committee/3. Mandate of the Committee: “The Academic Planning Committee (APC) is GFC’s senior committee dealing with academic, financial and planning issues. [...]</p> <p>APC is responsible for making recommendations to GFC and/or to the Board of Governors concerning policy matters and action matters with respect to the following: [...]</p> <p>4. Budget Matters</p> <p>a. To recommend to GFC on budget principles. [...]</p> <p>3. Board Finance and Property Committee (BFPC) Terms of Reference:</p> <p>“3. MANDATE OF THE COMMITTEE</p> <p>Except as provided in paragraph 4 and in the Board’s General Committee Terms of Reference, the Committee shall monitor, evaluate, advise and make decisions on behalf of the Board with respect to all strategic and significant financial and property matters and policies of the University. The Committee shall also consider any other matter delegated to the Committee by the Board.</p> <p>Without limiting the generality of the foregoing, the Committee shall: [...]</p> <p>b) review and recommend to the Board the Integrated Planning and Budgeting Policy which includes guiding principles for changes to approved budgets and for transfer or reallocation of monies included in approved budgets c) review and recommend to the Board the annual and other budgets</p>

	<p>and major issues of policy related to budgets[.] [...]</p> <p>4. <u>LIMITATIONS ON DELEGATION BY THE BOARD</u></p> <p>The general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee set out in paragraph 3, the Board shall:</p> <p>a) approve the guiding principles, budgets and changes to approved budgets and the transfer or reallocation of monies included in approved budgets;</p> <p>b) approve the annual and other budgets and major issues of policy related to budgets[.] [...]"</p>
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Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	President's Executive Committee – Operations for review May 2, 2013; President's Executive Committee – Operations for formal endorsement May 9, 2013
Approval Route (Governance) (including meeting dates)	GFC Academic Planning Committee (May 22, 2013) – for recommendation to GFC; Board Finance and Property Committee (May 28, 2013) – for recommendation to the Board of Governors (subject to GFC approval); General Faculties Council (June 3, 2013) – for recommendation to the Board of Governors; Board of Governors (June 21, 2013)
Final Approver	Board of Governors

Attachments (each to be numbered 1 - <>):

1. Attachment 1 (page 1) – University of Alberta Principles for Achieving a Sustainable Budget

Prepared by: Philip Stack, Associate Vice-President (Risk Management Services), pstack@ualberta.ca

University of Alberta

Principles for Achieving a Sustainable Budget

The University of Alberta will preserve the strength of the institution and its vision of excellence while achieving a sustainable budget. Change will be made in accordance with the university's bi-cameral governance processes that reflects the commitment to student and staff participation and the role of the Board in making final decisions. All decisions will be made in a timely way and communication with university stakeholders will be frequent and open.

In achieving a sustainable budget:

1. The university will honour its mission and its vision as a publicly-funded comprehensive academic research intensive university with national and international impact;
2. Resource allocation will favour those academic programs with demonstrable excellence in education (undergraduate and/or graduate and professional), research or service;
3. Job losses will be minimized;
4. The university will remain committed to the priorities identified in *Dare to Deliver* while focusing on research excellence, increasing the number of international students, increasing the number and quality of graduate students, strengthening university advancement, and delivering social impact through discovery, scholarship and innovation;
5. The university will continue to develop new resources in support of its mission and vision; and
6. The university will continue to identify efficiencies wherever possible to maximize use of resources.