

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

Monday, April 8, 2024  
2-31 South Academic Building (SAB)  
2:00 PM - 3:00 PM

**ATTENDEES:**

Bill Flanagan, Chair  
Jelena Holovati (Vice Chair)  
Pedro Almeida  
Ryan Dunch  
Kyle Foster  
Danielle Gardiner Milln  
Rija Kamran  
Sujata Persad  
Norma Rodenburg

Dan Romanyk  
John Spence  
Robert Wood  
Verna Yiu

**REGRETS:**

Spencer Proctor  
Julianne Gibbs

Aiman Saif

*non-voting:*

John Lemieux  
Kate Peters

*staff:*

Carley Roth

**OPENING SESSION**

The Chair began by acknowledging the territory:

The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the sovereignty, lands, histories, languages, knowledge systems and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

The Chair welcomed members and observers.

The motion to approve the agenda was moved and seconded

THAT the GFC Executive Committee approve the agenda.

**CARRIED**

2. Comments from the Chair (no documents)

- President's Review Committee

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

*Discussion:* The Chair noted that he would have to leave the meeting early and thanked Vice-Chair J Holovati who would assume the Chair. He then asked members for advice on the April 29th meeting of GFC noting that he would be unable to attend in person. He emphasized how important his role as Chair of GFC was to him and asked members to consider whether it was preferable to move the meeting online so he could preside or to ask V Yiu, Provost and Vice-President (Academic) and Vice-Chair of GFC, to take on the role. Members discussed and suggested that it was preferable to allow for in-person participation with V Yiu in the Chair but that it would be valuable for the President to be available for Question Period.

The Chair asked J Lemieux to provide an update on the Presidential Review Committee.

### **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

3. Approval of the Open Session Minutes of March 11, 2024

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

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

THAT the GFC Executive Committee approve the consent agenda.

**CARRIED**

### **ACTION ITEMS**

4. Student Academic Integrity Policy Suite

*Presenter(s):* Ravina Sanghera, Vice-Provost and Dean of Students; Chris Hackett, Discipline Officer, Student Services

*Discussion:* The members were reminded that the proposal was initially discussed at the October 2023 meeting of the GFC Executive Committee. The Chair further noted that, as set out in the terms of reference, the GFC Executive Committee oversees changes to policy and procedure as well as having responsibilities over Student Affairs and Student Conduct.

C Hackett presented the revised Policy Suite noting the differences in language, changes to the appendices, and how the implementation of the policy will involve new processes and ways of working across the University.

Members made comments and asked questions including:

- Whether there would be changes for instructors, and if additional resources were available at the department level;
- Discussion on the implications for non-disciplinary actions and records with the new policy suite; and
- How the responsibility of departments and chairs over program delivery feeds back into this process.

The motion was moved and seconded.

THAT the GFC Executive Committee recommend that the General Faculties Council approve the Student Academic Integrity Policy and associated Procedures identified in attachments 1 through 5, and rescind the Code of Student Behaviour, both to take effect September 1, 2024.

**CARRIED**

5. Proposed revisions to the Terms of Reference for the GFC Academic Planning Committee, Committee on the Learning Environment, and Programs Committee and Proposed Disbanding of the Student Conduct and Policy Committee and Facilities Development Committee

*Presenter(s):* Ryan Dunch, Professor and Chair of the GFC Executive Subcommittee on Governance and Procedural Oversight (GPO)

*Discussion:* The Chair noted that GFC Executive Committee holds delegated authority from GFC to recommend changes to standing committee terms of reference. R Dunch noted that the proposed revisions to the Academic Planning Committee, Programs Committee and the Committee on the Learning Environment (CLE) were discussed at the March 18 GFC meeting after being reviewed by the GFC Executive Committee previously. He pointed to the proposed four motions detailed in the provided materials.

R Dunch summarized the effort of GPO to reconceptualize the terms of reference to align with the Post-secondary Learning Act and to provide more clarity and consistency. He spoke to the work to develop definitions within each document, to balance committee composition, and to reduce redundancy between standing committees.

Members discussed the composition of the CLE - specifically the inclusion of the Vice-President (Student Life) from the University of Alberta Students' Union as opposed to an at-large student representative.

The four motions were moved and seconded.

THAT the GFC Executive Committee recommend to GFC that it approve the proposed revisions to the GFC Academic Planning Committee Terms of Reference as set forth in Attachment 1, to take effect upon approval.  
**CARRIED**

THAT the GFC Executive Committee recommend to GFC that it approve the proposed revisions to the GFC Committee on the Learning Environment Terms of Reference as set forth in Attachment 2, to take effect upon approval.  
**CARRIED**

THAT the GFC Executive Committee recommend to GFC that it approve the dissolution of the GFC Student Conduct Policy Committee as a result of the approval of the Revised GFC Committee on the Learning Environment Terms of Reference as set forth in Attachment 2, to take effect upon approval.  
**CARRIED**

THAT the GFC Executive Committee recommend to GFC that it approve of the proposed revisions to the GFC Programs Committee Terms of Reference as set forth in Attachment 3, to take effect upon approval.  
**CARRIED**

## **PREPARATION OF THE GFC AGENDA**

### **ACTION ITEMS**

- *Student Academic Integrity Policy Suite*
- *3-in-24 hour Exam Reschedule Procedure*
- *Policy Development Policy*
- *Proposed revisions to the Terms of Reference for the GFC Academic Planning Committee, Committee on the Learning Environment, and Programs Committee and Proposed Disbanding of the Student Conduct and Policy Committee and the Facilities Development Committee*

### **DISCUSSION ITEMS**

- *Question Period*
- *People Strategy*

### **INFORMATION REPORTS**

- *Report of the GFC Executive Committee*
- *Report of the GFC Academic Planning Committee*
- *Report of the GFC Programs Committee*
- *GFC Nominations and Elections*
- *Report of the Board of Governors*
- *Information Items:*
  - A. *Annual Ombuds Report*
- *Information Forwarded to GFC Members Between Meetings*
  - A. *Board of Governors Open Session Agenda for March 22, 2024*

## **ACTION ITEMS**

### 6. Draft Agenda for the Next Meeting of General Faculties Council

*Presenter(s):* Jelena Holovati, Associate Professor, Faculty of Medicine and Dentistry, Vice-Chair of GFC Executive Committee (EXEC)

*Discussion:* The proposed agenda was reviewed for suggested changes and action items.

Members made suggestions concerning the timing of the agenda and the proposed Exam Rescheduling Procedure.

The motion was moved and seconded.

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the April 29, 2024, meeting of General Faculties Council.

**CARRIED**

## **DISCUSSION ITEMS**

### 7. Question Period

*Presenter(s):* Jelena Holovati, Associate Professor, Faculty of Medicine and Dentistry, Vice-Chair of GFC Executive Committee (EXEC)

*Discussion:* The student membership of GPO was discussed. Specifically, if the University of Alberta Students' Union representative was required to be the president or if that position could be delegated. It was noted that the president could delegate and that the composition could be revised to designate the Vice-President (Academic) when the terms of reference are reviewed in 2025.

### **CLOSING SESSION**

8. Adjournment
  - Next meeting of EXEC: May 13, 2024
  - Next meeting of GFC: April 29, 2024