



General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, May 11, 2020  
Virtual Meeting by Video/Phone  
2:00 PM - 4:00 PM

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**ATTENDEES:**

David Turpin, Chair  
Adarsh Badesha  
Steven Dew  
David Draper  
Duncan Elliott  
Bill Foster  
Christopher Lupke  
Sean McMurtry

Pierre-Yves Mocquais  
Roger Moore  
Melissa Padfield  
Sachiketha Reddy  
Eleni Stroulia

*non-voting:*  
Marion Haggarty-France

**REGRETS:**

Mary Forhan  
Yimmie Sonuga

Guest:

Bill Flanagan

Staff:

Heather Richholt, Assistant  
Secretary to GFC

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter(s):* David Turpin, President and Vice-Chancellor, and Chair of GFC Executive Committee (Exec)

*Motion:* Dew/Padfield

THAT GFC Executive Committee approve the agenda.

**CARRIED**

2. Comments from the Chair (no documents)

*Presenter(s):* David Turpin, President and Vice-Chancellor, and Chair of Exec

*Discussion:*

The Chair reported that the Board of Governors had approved the renewal of Dr Steven Dew for a second five-year term as Provost and Vice-President (Academic) following the unanimous recommendation of the Advisory Review Committee.

The Chair also noted that the search for the permanent Vice-President (Advancement) would be launched in the coming month.

The Chair thanked members for their engagement at the previous week's special meeting of Exec and GFC Town Hall regarding fall planning.

Dr Dew noted that academic restructuring would be coming forward to Exec and GFC for discussion and consultation and that proposed changes would eventually come to GFC for approval.

President-elect Flanagan expressed that academic restructuring was part of a larger project including administrative restructuring and the future of the university and that he was looking forward to engaging with the community.

### **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Seconder: Mocquais/Moore

#### 3. Approval of the Open Session Minutes of April 6, 2020

THAT General Faculties Council Executive Committee approve the open session minutes of April 6, 2020.

**CARRIED**

### **ACTION ITEMS**

#### 4. Recruitment and Selection of Employees Policy and Procedures

Materials before members are contained in the official meeting file.

*Presenter(s):* Wendy Rodgers, Deputy Provost; Jax Oltean, Senior Legal Counsel, Office of the General Counsel

*Purpose of the Proposal:* For review and recommendation of proposed changes to the Recruitment and Selection of Employees Policy and specific procedures under GFC's authority. Other procedures are not within the formal authority of GFC, but are included for information.

*Discussion:*

Dr Rodgers gave a brief overview of the extensive consultation undertaken for these revisions. She explained that the main goal was the addition of Equity, Diversity, and Inclusion (EDI) language but that some clean up and streamlining of the processes were carried out as well.

Members discussed: terminology related to protected grounds and persons historically underrepresented in human rights legislation; gender identity, gender expression, and the preferred plural form of sexual orientations; and that the links in the documents would be live in the University of Alberta Policies and Procedures Online (UAPPOL) versions.

Motion: Mocquais/Dew

THAT the General Faculties Council Executive Committee recommend the Board of Governors approve the amended Recruitment and Selection of Employees Policy, Faculty Deans Selection and Review Procedures, Department Chair Selection and Review Procedures, Academic Selection Procedure, and Acting and Interim Senior Administration Appointment Procedure, as set forth in attachments 3a, 3e, 3f, 3g, 3h, 3i and 3m, as amended, to take effect upon final approval.

**CARRIED**

#### 5. Approval of the Proposed Terms of Reference for a New GFC Programs Committee, and Related Changes to the Terms of Reference for the GFC Council Executive Committee and the GFC Academic Planning Committee, and the Disbanding of the GFC Academic Standards Committee

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs) and Chair of Executive's ad hoc Committee on Program Approval Processes; Brooke Milne, Vice-Provost and Dean, Graduate Studies and Research; Jason Acker, Professor, Medicine and Dentistry and member of GFC Academic Planning Committee; Radim Barta, Graduate Students' Association representative on GFC Academic Standards Committee; Norma Rodenburg, Associate Registrar

*Purpose of the Proposal:* To seek recommendation of Terms of Reference for a new GFC Programs Committee and related changes to the Terms of Reference for the GFC Executive Committee and Academic Planning Committee and the disbanding of the GFC Academic Standards Committee.

*Discussion:*

Dr Hopper explained the concerns regarding program approvals that were raised by the ad hoc Committee on Academic Governance Including Delegated Authority, and the evolution of the final proposal that was before members for recommendation to GFC. She highlighted the streamlined governance process with efficient and comprehensive administrative support in the proposed structure, and thanked the members of Executive's ad hoc Committee on Program Approval Processes who were attending as co-presenters, for their work on this item.

Members expressed support of the proposal and the meaningful consultation that went into its development, and asked questions about the Academic Standards Committee's Subcommittee on Standards, and about the composition of the new GFC Programs Committee.

Motion: Moore/Dew

THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed terms of reference for a New GFC Programs Committee, as set forth in attachment 1, to take effect on September 1, 2020.

**CARRIED**

Motion: Moore/Dew

THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed changes to the terms of reference for the GFC Executive Committee and the GFC Academic Planning Committee, as set forth in attachments 2 and 3, to take effect on September 1, 2020.

**CARRIED**

Motion: Moore/Dew

THAT the GFC Executive Committee recommend that General Faculties Council disband the GFC Academic Standards Committee, effective September 1, 2020.

**CARRIED**

6. University of Alberta Non-Credit Credential Framework

Materials before members are contained in the official meeting file.

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs); Christie Schultz, Assistant Dean, Academic, Faculty of Extension

*Purpose of the Proposal:* The proposal is before the committee for endorsement as the University of Alberta framework for the development of non-credit credentials.

*Discussion:*

Dr Hopper noted the consultation that went into the framework's development and the compressed timeline for the working group's meetings.

Ms Schultz gave an overview of the framework and explained that it was meant to provide an internal guide for the community and to encourage consistency across all non-credit offerings.

Members asked questions and expressed comments about non-credit courses and micro-credentials, laddering into other non-credit credentials, transfer credit as determined by the Faculties for each of their credit programs, collaboration between units, and strategies for keeping records and data on those items for which governance approval is not required.

Motion: Moore/Dew

THAT the GFC Executive Committee recommend that General Faculties Council approve the University of Alberta Non-Credit Credential Framework.

**CARRIED**

**DISCUSSION ITEMS**

7. Student Learning Analytics Policy Framework - GFC Committee on the Learning Environment ad hoc Committee (no documents)

*Presenter(s):* John Nychka, Vice-Provost (Learning Initiatives), Chair GFC Committee on the Learning Environment

*Discussion:*

Dr Nychka reminded members of GFC's February 24, 2020 approval of the Code of Practice for Student Learning Analytics and explained that the GFC Committee on the Learning Environment (CLE) would strike a task force to develop principles and a data sources inventory over the summer and report back to CLE in September.

A member suggested some individuals who would be good additions to the task force and offered to follow up with Dr Nychka.

8. Academic Governance Emergency Protocols - Standing Item (no documents)

A. COVID 19 - Governance Decision Tracker

B. Upcoming Considerations for GFC

-Update on Fall Planning

*Presenter(s):* David Turpin, President and Vice-Chancellor, and Chair of Exec

*Discussion:*

The Chair spoke about fall planning and noted that while most decisions would have to be made using emergency authorities, GFC should be engaged. To that end, he asked if any members of Exec would volunteer to serve on the Academic Impacts or Research subcommittees of the COVID-19 Public Health Response Team (PHRT). He further noted that a continuation of remote course delivery was expected for the fall with the potential for small, in-person classes subject to the recommendations of the Chief Medical Officer of Health

(CMOH). The Chair further noted the desire to open services to the extent possible while being mindful of support for immunocompromised individuals.

Mr Sharman noted that some other Canadian universities were announcing their fall plans and they seemed to be in line with the University of Alberta's expectations. He also noted that further information regarding the re-opening of research on campus was forthcoming and the target to return is the end of May.

Dr Dew noted that his office was keeping in contact with other U15 institutions and trying to coordinate as much as possible subject to provincial health authorities. He further noted that efforts were focused on face to face experiential learning, research, labs, and clinicals.

During the discussion, members expressed opinions and asked questions including but not limited to:

- that the Academic Impacts working group would be working on general principles to guide decision making;
- concerns about funding for graduate teaching assistantships and graduate research assistantships (GTAs and GRAs);
- work permit and tax implications for students with GTAs and GRAs who were attending remotely from other jurisdictions;
- the potential to open up labs for graduate student and faculty research;
- current work on an exemption list to determine which smaller courses could be offered in person; and
- the potential to understand how the campus was being accessed by tracking devices that connect to the Wi-Fi network.

#### 9. Question Period

*Presenter(s):* David Turpin, President and Vice-Chancellor, and Chair of Exec

*Discussion:*

A member asked about the issue of cheating with remotely administered exams and what could be done to ensure academic integrity.

Ms Padfield replied that the working group from within the Academic Impacts Sub-Committee was looking at this issue and investigating solutions including alternate forms of assessment.

A member asked about the use of Open Educational Resources (OERs) to support remote learning.

Dr Dew spoke about the potential for U15 institutions to collaborate and share OERs, and noted that the University of Alberta Libraries and the Centre for Teaching and Learning (CTL) were the experts regarding available OERs and how to access them.

### **ACTION ITEMS**

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

Materials before members are contained in the official meeting file.

*Presenter(s):* David Turpin, President and Vice-Chancellor, and Chair of Exec

*Purpose of the Proposal:* The GFC Executive Committee is responsible for the preparation of the agenda for all regular and special meetings of General Faculties Council, ensuring items are ready to be presented to GFC and are ordered and timed appropriately.

Motion: Stroulia/Moore

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the May 25, 2020 meeting of General Faculties Council, as set forth in Attachment 1.

**CARRIED**

### **INFORMATION REPORTS**

11. Items Approved by the GFC Executive Committee by email ballots  
- Email sent April 9, 2020: [URGENT- ACTION REQUIRED - BY 4PM] - APPROVAL OF DRAFT GFC AGENDA

Materials before members are contained in the official meeting file.

12. Information Items Forwarded to GFC Executive Committee between Meetings

There were no items.

### **CLOSING SESSION**

13. Adjournment

The Chair adjourned the meeting at 3:55 p.m.