

General Faculties Council
Executive Committee
Approved Minutes

Monday, August 29, 2011
3-15, UHALL
2:00 pm – 3:30 pm

ATTENDEES:

Carl Amrhein – Chair (Delegate), Gerry Kendal, Emerson Csorba, Nima Yousefi Moghaddam, Ed Blackburn, Lee Livingstone, Lise Gotell, Anita Molzahn, Duncan Saunders, Jonathan Veinot, Garry Bodnar (Coordinator), Lindsey Hornland (Scribe)

PRESENTERS AND GUESTS:

Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee
Garry Bodnar, Coordinator, GFC Executive Committee (and Secretary to General Faculties Council)
Marion Haggarty-France, University Secretary
Mazi Shirvani, Dean, Faculty of Graduate Studies and Research

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Blackburn/Molzahn

THAT the GFC Executive Committee approve the Agenda.

CARRIED

2. Approval of the Minutes of June 6, 2011

Materials before members are contained in the official meeting file.

Motion: Livingstone/Blackburn

THAT the GFC Executive Committee (EXE) approve the Minutes of June 6, 2011.

CARRIED

3. Comments from the Chair (no documents)

The Chair provided comments of interest to members.

4. Orientation and Kick-off (no documents)

Presenters: Garry Bodnar, Coordinator, GFC Executive Committee (and Secretary to General Faculties Council); Marion Haggarty-France, University Secretary

The University Secretary welcomed members to the new academic year and provided an overview of the orientation process, indicating unique orientations would be held for the individual standing committees of GFC.

The Secretary to General Faculties Council provided a formal orientation to members, aided by a web-based presentation from www.governance.ualberta.ca which highlighted the following: the *Post-Secondary Learning Act*; various GFC, GFC Standing Committee, and Board of Governors Standing Committee Terms of Reference; samples of GFC Executive Committee Agendas, Minutes, and Outlines of Issue; and other relevant resource documentation upon which members can draw as they perform their duties on GFC Executive Committee.

ACTION ITEMS

5. Faculty of Graduate Studies and Research Proposed New Course Designator – Formal Agreement Registration (AGRMT)

Materials before members are contained in the official meeting file.

Presenter: Mazi Shirvani, Dean, Faculty of Graduate Studies and Research

Purpose of the Proposal: To introduce a new course designator AGRMT (Formal Agreement Registration). The University currently does not have a registration with minimal fees that can be used for University of Alberta graduate students participating in an approved program administered under a formal agreement between the University of Alberta and other institution(s) who wish to maintain registration at the University of Alberta while studying and paying tuition at an approved partner institution. The Faculty of Graduate Studies and Research proposes to create the course AGRMT 900 that is similar to ABROD 800 in credits and fees but is owned by the Faculty.

Discussion:

Dr Shirvani, Dean of the Faculty of Graduate Studies and Research, introduced the item by acknowledging that the proposal would affect students following both dual and joint degrees in the Faculty. He then explained to members the reasoning behind the course designator's creation, noting it will allow University of Alberta graduate students to still be recognized as such if and when they are doing coursework abroad.

Dr Shirvani further noted that this course designator would also allow the University to better track graduate students who are travelling abroad than was previously possible. He stated that the AGRMT designator is more appropriate than the current designation EXCH; the EXCH course registration is often used for students who spend a brief amount of time (eg, a month) abroad.

During the ensuing discussion, Dr Shirvani addressed questions and comments expressed by members concerning the following matters: the program's fee structure; how students will register for the course; how often students will need to register in the course (whether they need to sign up each term or if their registration will cover an entire academic year); if students registered in this course would contribute to the University's FLE (full-learning equivalent) count; if students would still be considered full-time and how it would affect their eligibility for grants and scholarships; and what access to University resources students registered in ARGMT would be allowed.

Mr Bodnar reminded members that the GFC Executive Committee has been asked to approve the proposed course designator and not specific details such as fees associated with AGRMT.

Motion: Livingstone/ Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a new course designator, AGRMT (Formal Agreement Registration), as submitted by the Faculty of Graduate Studies and Research, to take effect Fall Term, 2011.

CARRIED

6. Draft Agenda for the September 19, 2011 Meeting of General Faculties Council (GFC) (to be distributed)

Materials before members are contained in the official meeting file.

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Discussion:

The Chair suggested two additional items be added to the Agenda for the September 19, 2011 meeting of GFC—they included a presentation by the Office of the Vice-President (University Relations) on the University's new Web Strategy and an update from University of Alberta International (UAI) on the University's wide range of current and anticipated international activities. Members were agreeable to these additional discussion items.

Motion: Csorba/ Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the draft agenda, as amended, for the September 19, 2011 meeting of General Faculties Council (GFC), contingent upon the President's review and confirmation.

CARRIED

DISCUSSION ITEMS

7. Comments from the Provost and Vice-President (Academic) – Looking Ahead

There were no documents.

Presenter: Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

Purpose of the Proposal: For discussion/information.

Discussion:

The Chair informed members of the new administrative structure of the Office of the Provost and Vice-President (Academic). He acknowledged that the changes to the Office are ongoing and will continue to develop after an external review. Dr Amrhein discussed in some detail the roles and responsibilities of his senior administrative 'team', noting that, at this time, the position of Deputy Provost would remain unfilled. He concluded his remarks by stating that the President will make an additional announcement in September regarding the Office of the Provost and Vice-President (Academic).

8. Question Period

There were no questions.

INFORMATION ITEMS

9. Items Approved by the GFC Executive Committee by E-Mail Ballots

There were no items to date.

10. Information Items Forwarded to Committee Members Between Meetings

Approved Motions and Final Documents from the GFC Undergraduate Awards and Scholarship Committee (UASC) Meeting of June 14, 2011 (E-Mailed to Members on August 24, 2011)

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 3:40 p.m.