



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Executive Committee
Approved Open Session Minutes

Monday, October 05, 2015
2-31 South Academic Building (SAB)
1:30 PM – 3:30 PM

ATTENDEES:

Voting Members:

David Turpin	Chair, President
Sam Cheng	Member, Undergraduate Student At-large, Member of GFC
Lisa Collins	Member, Vice-Provost and University Registrar
Steven Dew	Member, Provost and Vice-President (Academic)
Duncan Elliott	Member, Academic Staff, Member of GFC
Paul Jurasz	Member, Academic Staff, Member of GFC
Anita Molzahn	Member, Academic Staff, Member of GFC
Steve Patten	Member, Academic Staff, Member of GFC
Navneet Khinda	(Delegate) Member, Vice-President (Academic), Students' Union
Fahim Rahman	Member, Vice-President (Academic), Students' Union
Sean Robertson	Member, Academic Staff, Member of GFC
Harsh Thaker	Member, Graduate Students' Association Vice-President (Academic)
Mirko van der Baan	Member, Academic Staff, Member of GFC
Sheena Wilson	Member, Academic Staff, Member of GFC

Presenter(s):

David Turpin	President and Chair, GFC Executive Committee
Steven Dew	Provost and Vice-President (Academic)
Wendy Rodgers	Deputy Provost
Navneet Khinda	President, Students' Union (SU)
Harsh Thaker	Vice-President (Academic), Graduate Students' Association (GSA)
Susanne Luhmann	Chair, Department of Women's and Gender Studies
Lisa Collins	Vice-Provost and University Registrar
Sam Stowe	Associate Registrar

Staff:

Meg Brolley, General Faculties Council (GFC) Secretary and Manager of GFC Services
Marion Haggarty-France, University Secretary
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Thaker/Molzahn

THAT the GFC Executive Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of September 14, 2015

Materials before members are contained in the official meeting file.

Motion: Thaker/Molzahn

THAT the GFC Executive Committee approve the minutes of September 14, 2015.

CARRIED

3. Comments from the Chair

The Chair invited members to comment on the General Faculties Council (GFC) meeting of September 28, 2015. A number of comments were made including: appreciation for the student presentations; the availability of the budget presentation slides would have enhanced discussion; there was a tone of openness and transparency to the meeting; and, the microphones at each seat were better than queuing to use the microphone to speak. The Chair noted that one of the students placed third in the recent Falling Walls Lab UAlberta 2015 competition and will be going to Berlin to compete in the International Falling Walls Lab finale.

The Chair further noted that agendas will be structured with a discussion piece to provide an opportunity for dialogue at the beginning of each GFC meeting.

The Chair reported that the Report of Task Force on GFC Reforms (2014) has been posted online and that this will be discussed at the GFC Executive Committee meeting of November 2, 2015, with an aim to determine whether it should be placed on the GFC Agenda for November 23, 2015.

A member noted that the Chair's presentation at GFC on academic governance left members interested in hearing more details.

Regarding the Institutional Strategic Planning process, the Chair explained that a Draft Discussion Paper has been circulated to the Deans for discussion at Deans' Council in the coming week, adding that he is considering a joint GFC and Board of Governors retreat on November 23, 2015. Members expressed support of such an initiative adding that it would be important to ensure that the agenda was clear relative to the roles of each governing body. The Chair noted that the Board is the final approver of the Plan and it would be beneficial to engage early in the consultation process.

The Chair asked that members hold this date and indicated that a brief GFC meeting may be required in advance of the joint meeting to deal with items requiring GFC approval. A member enquired about the possibility of having the joint retreat on a non-GFC day. The Chair noted that the November 23, 2015 date would be best for members of the Board of Governors, since they have another campus event planned for that day.

In regards to the possible objectives of the GFC/Board retreat, the Chair explained that it would be beneficial to bring the Board of Governors into the consultation process early and that the retreat would not include institutional decision-making and would, instead, focus on the strategic direction of the institution. In addition, he suggested that members of the University of Alberta Senate be included to allow members of this body to have an opportunity to engage on this issue.

The Chair thanked members for their input.

ACTION ITEMS

4. Proposed Amendments to the Composition of the Selection/Review Committee for the Dean of the Faculty of Rehabilitation Medicine

Materials before members are contained in the official meeting file.

Presenter(s): Steven Dew, Provost and Vice-President (Academic); Wendy Rodgers, Deputy Provost

Purpose of the Proposal: To change the Composition of the Selection/Review Committee for the Dean of the Faculty of Rehabilitation Medicine to ensure clarity and more inclusive and better balanced committee representation.

Discussion:

Dr Dew noted that this proposal aims to separate the Department Chair requirement into a separate section and update the name of the Department of Communication Sciences and Disorders. He added that the third change relates to proposed changes to the eligibility criteria for one of the four full-time faculty members.

In response to a question about the separation of the Chair and department representatives, Dr Dew explained that the Faculty had proposed this change to make the process simpler. It was clarified further that only one of the members could be an Administrative Professional Officer (APO).

Dr Dew thanked members for their feedback, and advised that the Faculty Deans Selection Procedure allows for the Provost to consult with the President on the composition of the selection committee once the Committee has been established and all members elected or designated. To ensure broad representation, the President may, in consultation with the Chair or Vice-Chair of the GFC Nominating Committee, name up to two additional members.

Motion: Jurasz/Wilson

THAT the GFC Executive Committee approve, under delegated authority from the Board of Governors and General Faculties Council, proposed changes to the composition of the Dean Selection Committee for Dean of the Faculty of Rehabilitation Medicine as submitted by the Office of the Provost and Vice-President (Academic) and as set forth in Attachment 1, to take effect immediately.

CARRIED

5. Proposed Parchment Wording for the Joint Shared Credential Master of Science and Doctor of Philosophy, Universidade Estadual de Campinas, Brazil and University of Alberta (Faculty of Graduate Studies and Research and Faculty of Science)

Materials before members are contained in the official meeting file.

Presenter: Lisa Collins, Vice-Provost and University Registrar

Purpose of the Proposal: To adjust the wording of the program-specific University parchment to reflect the shared credentials of Master of Science and Doctor of Philosophy between the University of Alberta with the Universidade Estadual de Campinas, Brazil.

Discussion:

Ms Collins noted that the Outline of Issue incorrectly indicated that the proposal was presented to GFC Executive Committee on May 13, 2015.

Ms Collins reported that the GFC Academic Planning Committee (APC) approved the proposal for the joint Master's and Doctoral degree graduate program between the Faculty of Graduate Studies and Research (FGSR) and the Faculty of Science, University of Alberta, and the Universidade Estadual de Campinas, Brazil. She stated that as part of the Agreement Pursuant to the Memorandum of Understanding (MoU) for this arrangement, the parchment would need to be amended to reflect the shared credentials between the two institutions.

She then invited members to review the sample parchment attached to the proposal.

Ms Collins, in response to a question about parchments and collaborative programs, clarified that the University of Alberta Policies and Procedures Online (UAPPOL) Shared Credentials Policy includes definitions and characteristics of rules surrounding parchment issuance according to the category of the program.

In response to a question about whether institutional logos will appear on the parchment, Ms Collins reported that as logos are the trademarks of the different institutions, using them on the parchment would require additional governance approval. She noted that instead, this parchment does contain the written names of the institutions. She also clarified that the parchment will contain institutional signatures. She reported that students in this program must choose one institution; the parchment would indicate the degree is granted by that institution, in partnership with the other institution.

On the issue of the actual joint programs, as contained within the MoU, Ms Collins replied that there is a long consultative and approval process for joint programs. She further noted that the GFC Academic Planning Committee considers the quality of partnering institutions before approving such programs.

Motion: Robertson/Khinda

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the proposed parchment wording for cohorts of students receiving the Master of Science and Doctor of Philosophy degrees under the shared credentials policy with Universidade Estadual de Campinas, Brazil, as submitted by the Office of the Registrar and as set forth in Attachment 1, to take effect upon approval.

CARRIED

6. Proposed New Course Designation of GSJ (Gender and Social Justice for the new Master's program in the Department of Women's and Gender Studies

Materials before members are contained in the official meeting file.

Presenter: Susanne Luhmann, Chair, Department of Women's and Gender Studies

Purpose of the Proposal: To establish a new course designation, GSJ, as an identifier of courses related to new Master of Arts program in the Department of Women's and Gender Studies, starting Fall 2016.

Discussion:

Dr Luhmann explained that as part of the new Master's of Arts program in the Department of Women's and Gender Studies, a new course designator is required to identify courses related to Gender and Social Justice (GSJ).

A question arose with respect to a course name contained in the attachment; Dr Luhmann noted that this was an error and would be corrected through the regular course approval process.

Dr Luhmann reported that the changes are cost neutral, and that it is anticipated that class sizes will be in the range of 15-20 students, with some classes being smaller.

Motion: Wilson/Patten

THAT GFC Executive Committee approve, under delegated authority from General Faculties Council, the new course designation of GSJ (Gender and Social Justice), Department of Women's and Gender Studies, as submitted by the Faculty of Arts, to take effect for Fall Term 2016.

CARRIED

DISCUSSION ITEMS

7. Students' Union (SU) Executive Goals 2015-2016 and the Graduate Students' Association (GSA) Strategic Work Plan 2015-2016

Materials before members are contained in the official meeting file.

Presenter(s): Navneet Khinda, President, Students' Union (SU); Harsh Thaker, Vice-President, (Academic) Graduate Students' Association (GSA)

Purpose of the Proposal: For discussion/information.

Discussion:

Students' Union (SU) President Navneet Khinda presented the objectives of the SU Executive Goals for 2015-16, noting that the plans revolve around five primary themes: affordability; supporting students; student wellness; student experience; and engaging students.

She also reported on recent successes of the SU, including major renovations of the Students' Union Building (SUB) and the implementation of the Fall Term Reading Week. Ms Khinda provided members with an introduction to the 2015-16 SU Executive.

A member noted her support for the SU's efforts towards translating scholarship and award details in French.

In response to a member's suggestion on evaluating progress on the SU's goals, Ms Khinda clarified that although the SU can measure the financial success of their businesses, it is more difficult to apply measurement tools towards advocacy goals.

Graduate Students' Association (GSA) Vice-President (Academic) Harsh Thaker provided a summary of the goals of the current GSA Executive as part of the Strategic Work Plan, including advocacy at the Provincial Government level for sustainable and predictable funding for the institution; continuity with the current endeavors to provide professional development to graduate students; compliance with the Collective Agreement governing Academically Employed Graduate Students; a review of services and spaces important to international graduate students; and ensuring that there is enough quality graduate student housing, as well as transparent residential contracts.

Mr Thaker noted that the GSA utilizes a stoplight system to measure the progress toward goals, and also indicated that the GSA has a committee which examines permanent residency requirements for graduate students.

The Chair thanked Ms Khinda and Mr Thaker for their presentations.

8. Update on Implementation of the Electronic Calendar Project, Office of the Registrar

Materials before members are contained in the official meeting file.

Presenter(s): Lisa Collins, Vice-Provost and University Registrar; Sam Stowe, Associate Registrar

Purpose of the Proposal: For discussion/information.

Discussion:

Ms Collins reported that since her arrival at the University of Alberta, she has been provided with consistent feedback in terms of the format and usability of the University Calendar. She noted that she provided information to the committee on December 2, 2013, on the discontinuation of the hard copy calendar. This update to GFC Executive reports on phase one of the Electronic Calendar Project which entails transitioning to an interactive, electronic tool.

Ms Collins reported that the new content management and web production tool, Acalog, will improve user navigation of existing, approved content in the University Calendar, and she emphasized that her team remains mindful of the large amount of content requiring transition to the new format. Overall, she added, content will now be treated like data, instead of text, which will improve functionality.

Ms Collins explained that there will be changes to the way content is displayed in order to better suit an electronic presentation, and that section numbers should no longer be necessary in the electronic format. She noted that the project team will be working with users to help address any issues.

She then presented members with a slide comparing the current University Calendar home page to the new one.

In response to a question about the removal of section numbers, Ms Collins clarified that the new electronic platform will be searchable and users will still be able to reference paragraphs.

She also provided clarification in regards to the vendor's ability to ensure that links remain active and current, stating that this is a feature that the vendor has guaranteed.

In regards to a question surrounding how the new electronic format might impact students requiring easily identified information, Ms Collins explained that information in the Calendar will still be able to be referenced, and that further, most Canadian post-secondary institutions have moved away from using section numbers.

Ms Collins noted that she will bring future updates in regards to this project to the Committee.

9. Waiver of Advertising Requirements: Report to General Faculties Council

Materials before members are contained in the official meeting file.

Presenter: Steven Dew, Provost and Vice-President (Academic)

Purpose of the Proposal: This report fulfills General Faculties Council (GFC) reporting requirements.

Discussion:

Dr Steven Dew provided members with a summary of the 2014-2015 waivers of posting requirements, adding that there were 20 waivers of posting and advertising for continuing academic positions. He explained that of those, nine were for faculty members and 11 were for Administrative Professional Officers (APOs).

10. Question Period

There were no questions.

INFORMATION REPORTS

11. Items Approved by the GFC Executive Committee by e-mail Ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

13. Adjournment

The Chair adjourned the meeting at 2:45 p.m.