



General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, June 14, 2021  
Zoom Virtual Meeting  
3:00 PM - 4:00 PM

**ATTENDEES:**

Bill Flanagan, Chair  
Ghalia Aamer  
Steven Dew  
Anastasia Elias  
Mary Forhan  
Kathy Haddadkar

Christopher Lupke  
Sean McMurtry  
Pierre-Yves Mocquais  
Abner Monterio  
Roger Moore  
Melissa Padfield  
Eleni Stroulia

*non-voting:*  
Brad Hamdon  
Kate Peters

**REGRETS:**

Nat Kav

Staff:

Heather Richholt, Scribe

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

Motion: Mocquais/Dew

THAT the GFC Executive Committee approve the agenda.

**CARRIED**

2. Comments from the Chair (no documents)

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

*Discussion:*

The Chair thanked members for their service and engagement over a particularly challenging year due to academic restructuring and the COVID-19 pandemic. In his comments, the Chair spoke about:

- preparing for fall 2021;
- the University of Alberta for Tomorrow (UAT) townhall that would be held the following day; and
- campus activities in June to celebrate National Indigenous month.

**CONSENT AGENDA**

3. Approval of the Open Session Minutes from May 10, 2021

Materials before members are contained in the official meeting file.

Motion: Moore/Padfield

THAT the GFC Executive Committee approve the open session minutes of May 10, 2021.

**CARRIED**

#### **DISCUSSION ITEMS**

##### 4. Remote Learning Taskforce

Materials before members are contained in the official meeting file.

*Presenter(s):* John Nychka, Vice-Provost (Learning Initiatives); Helen Vallianatos, Associate Dean of Students

*Purpose of the Proposal:* The proposal is before the committee to update them on the work of the Remote Learning Taskforce and to gather information on the possibility of putting in place a temporary decanal approval process for courses using AI-mediated remote proctoring for Fall, 2021.

*Discussion:*

The Chair reminded members of the recommendations of the Council on Student Affairs (COSA) earlier in the year and that based on the advice of Executive Committee, GFC added some language giving the Remote Learning Taskforce the responsibility to look into the matters of remotely proctored exams, lecture capture, and participation grading. He noted that he had been asked by the co-chairs of the Remote Learning Taskforce to consider approval using Presidential authority as set out by the Board of Governors to make a temporary change to the University Calendar for the 2021-2022 academic year. The approval would require instructors to indicate in their syllabus planned remotely proctored final exams that had been approved by the faculty dean.

Dr Nychka presented an update on the work of the Provost's Taskforce on Remote Teaching and Learning that touched on:

- the key principles governing the work of the taskforce;
- myth-busting and the challenges of remote proctoring;
- recommended action regarding the recording of lectures;
- recommendations related to participation grades;
- considerations for Faculties; and
- instructor and student messages.

Dr Vallianatos noted that the slides were a draft of the preliminary recommendations and that a final report was forthcoming. She also highlighted the taskforce's focus on accessibility and inclusivity.

Members discussed the possibility of required approval of the Faculty Dean for the use of remote proctored exams, and asked the presenters to share the slides with committee members.

#### **DISCUSSION & ACTION ITEMS**

##### 5. Executive *ad hoc* Governance and Procedural Review Committee

Materials before members are contained in the official meeting file.

*Presenter(s):* Brad Hamdon, General Counsel and University Secretary; Moin Yahya, Professor, Faculty of Law, GFC elected faculty member; Kate Peters, GFC Secretary and Manager, GFC Services

*Purpose of the Proposal:* The proposal is before General Faculties Council (GFC) to inform on the work of the Executive *ad hoc* Governance and Procedural Review Committee on the GFC guiding documents. In addition, the Committee recommends the creation of a new standing sub-committee of GFC Executive to support their responsibility over governance and procedural oversight. The proposed draft Terms of Reference are included for review. Finally, the GFC Executive Committee is asked to disband the Executive *ad hoc* Governance and Procedural Review Committee.

*Discussion:*

The Chair thanked members of the ad hoc committee for their work.

Mr Hamdon spoke about the principles documents and the draft terms of reference for a new standing subcommittee of Executive to carry on the regular review work.

Dr Yahya noted that there were no big changes recommended for these documents as they had served GFC well over the past years.

Ms Peters asked for feedback on the cross-appointed members listed in the draft terms of reference and noted that the subcommittee would have no delegated authority and would only review documents and make recommendations to Executive Committee.

There was no discussion.

Motion: Forhan/Moore

THAT the GFC Executive Committee discharge, with thanks, the Executive ad hoc Governance and Procedural Review Committee.
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**CARRIED**

**DISCUSSION ITEMS**

6. Question Period

There were no questions.

**INFORMATION REPORTS**

7. Items Approved by the GFC Executive Committee by email ballots

There were no items

8. Information Items Forwarded to GFC Executive Committee between Meetings

There were no items

**CLOSING SESSION**

9. Adjournment

- Next Meeting of EXEC: September 13, 2021
- Next Meeting of GFC: September 20, 2021

The Chair adjourned the meeting at 3:30 p.m.