



General Faculties Council  
Approved Open Session Minutes

Monday, January 28, 2019  
Council Chamber, 2-100 University Hall (UNH)  
2:00 PM - 4:00 PM

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**ATTENDEES:**

**Statutory Members:**

***Ex-Officio:***

David Turpin, Chair  
Chris Andersen  
Dale Askey  
Deborah Burshtyn  
Katy Campbell  
Lesley Cormack  
Greta Cummings  
Steven Dew  
Joseph Doucet  
Mary Forhan  
Bill Foster  
Lesley Harrington  
Frank Marsiglio  
Pierre-Yves Mocquais  
Melissa Padfield  
Paul Paton  
Kelly Spencer  
Jacqui Tam

***Elected Faculty:***

W. Ted Allison  
Piet Defraeye  
Ryan Dunch  
Duncan Elliott  
Pierre Lemelin  
Mark Loewen  
Susanne Luhmann  
Rob McMahon  
Lynn McMullen  
Sean McMurtry  
Al Meldrum  
Sue-Ann Mok  
Shannon O'Byrne  
Richard Schulz  
Marc Secanell  
John Seubert  
Carrie Smith  
Kim Solez  
Susan Sommerfeldt  
Jorge Sousa

Lisa Stein  
Eleni Stroulia  
Bruce Sutherland  
Amy Tse  
Benjamin Tucker  
Dilini Vethanayagam  
Akiko Watanabe  
Jonathan White  
Lynne Wiltse  
***Students:***  
Masoud Aliramezani

**Appointed Members:**

Ayman Adwan  
Joel Agarwal  
Bishoi Aziz  
Matthew Barnett  
Akanksha Bhatnagar  
Robert Bilak  
Katherine Binhammer  
Andre Bourgeois  
Tiffany Bruce  
Meijun Chen  
Melinda Chisholm  
André Costopoulos  
Julia Craig  
Natalie Diether  
Shannon Erichsen  
Shawn Flynn  
Gautam Gaur  
Maryam Kebbe  
Janice Kung  
Reed Larsen  
Braulio Marfil-Garza  
Anthony Nguyen  
Ivy Porter  
Sabitha Rajaruban  
Dustin Sandler  
Luke Statt  
Andrei Tabirca  
Amanda Wakaruk  
Donna Wilson

Allan Yilun Wu  
Ding Xu

**REGRETS:**

Jason Acker  
Miray Aizouki  
Saleema Allana  
Erin Allin  
Vahid Ayan  
Allen Berger  
Jeff Birchall  
Stanford Blade  
Amlan Bose  
Abigail Bridarolli  
Yiming Chen  
David Chung  
Neal Davies  
Victoria deJong  
Tarek El-Bialy  
Nadir Erbilgin  
Dean Eurich  
Levi Flaman  
Fraser Forbes  
Michael Frishkopf  
Adam Gaudry  
Tahra Haddouche  
Robert Haennel  
Osman Hojanepesov  
Ryan Holowaty  
Mariam Hosseiny  
Albert Hu  
Basil Hubbard  
John Hussein  
Taher Jafferjee  
Shanthi Johnson  
Kevin Kane  
Hyejun Kim  
Brandi Kobes  
Gitta Kulczycki  
Dennis Kunimoto  
Eva Lemaire  
Leijun Li

Cindy Liang  
Pirkko Markula  
Laurie Mereu  
Mpoé Mogale  
Carmel Montgomery  
Roger Moore  
Kerry Mummery  
Vivian Mushahwar  
Syed Mustafa  
Alice Nakamura  
Anthony Nguyen  
Christina Rinaldi  
Shuaa Rizvi  
Matthias Ruth  
Carolyn Sale  
Georg Schmolzer  
Andrew Sharman  
Nathan Sunday  
Brent Swallow  
Jennifer Tupper  
Sasha van der Klein  
Rachel Wang  
Janet Williamson  
Ian Winship  
Erin Wright  
Janet Yao

**Staff:**

Meg Brolley, GFC  
Secretary  
Marion Haggarty-France,  
University Secretary  
Heather Richholt, scribe

**Observers:**

Nathan Fung  
Joyce Hillier  
Mike MacGregor  
Jon Olfert  
Kate Turner

## **OPENING SESSION**

1. Approval of the Agenda  
- Introduction of Consent Agenda

Materials before members are contained in the official meeting file.

The Chair noted that during consultations by the *ad hoc* Committee on Academic Governance Including Delegated Authority, the possibility of adding a consent agenda was raised on a number of occasions as a means to streamline routine items and allow more time for discussion of strategic items. Items in the consent agenda are those of a routine or non-controversial nature and are dealt with in a single motion with no discussion. He noted that the email notification with the meeting materials highlighted the addition of the consent agenda and indicated that a member could contact the Secretary to GFC prior to the meeting to move an item to the regular agenda. No requests were received.

Motion: Agarwal/Dew

THAT General Faculties Council approve the Agenda.

**CARRIED**

2. Report from the President  
- For the Public Good Performance Indicators

Materials before members are contained in the official meeting file.

The Chair provided members with a number of updates. He informed members that the Council of Post-Secondary Presidents of Alberta (COPPOA) had unanimously agreed to engage a Secretariat to help organize their system-level collaboration. The Chair also noted the uncertain timing of the upcoming provincial election but that a throne speech had been scheduled for mid-March.

The Chair indicated that discussions were underway for the university's 2019-2020 budget and that it would be presented to the Board of Governors and the Academic Planning Committee in early February in preparation for the approval process later in February and March.

The Chair informed members that, after further student consultation, the amended Academic Schedule including the fall reading week exemption for the Faculty of Pharmacy and Pharmaceutical Sciences was approved by the GFC Executive Committee and included in the GFC agenda for information.

The Chair updated members on the Board of Governors' Delegation of Authority project and recommendations regarding areas that included tuition, mandatory non-instructional fees, residence rates, and meal plan rates. He noted that proposals would come to the Board in March and that there would be consultation with students well in advance on the details of those proposals.

The Chair informed members that a Joint Committee for the Chancellor Search was being established as Chancellor Stollery's term concludes in June 2020. He indicated that the Joint Committee would include three GFC members and that this was an important opportunity for GFC to contribute to the university. He encouraged members to consider putting their names forward.

The Chair indicated his written report and the *For the Public Good Performance Measures Report* included with the meeting materials and highlighted the following:

- Julia Sawatzky was named a 2019 Rhodes Scholar. Ms Sawatzky was the University of Alberta's 75th Rhodes Scholar

- Professors Chris Le, of the Faculty of Medicine and Dentistry, and Anne Naeth, of the Faculty of Agricultural, Life and Environmental Sciences, received the University Cup, the University's most prestigious academic honour
- Dennis Kunimoto would continue as interim Dean of the Faculty of Medicine and Dentistry; Demetres P. Tryphonopoulos would join the university as Dean of Augustana Faculty on July 1; and Katy Campbell, Dean of the Faculty of Extension, had announced her resignation as Dean, effective June 30.

### **CONSENT AGENDA**

Consent Agenda Motion: Dew/Cormack

3. Approval of the Minutes of November 26, 2018

Materials before members are contained in the official meeting file.

THAT General Faculties Council approve the Minutes of November 26, 2018.

**CARRIED**

4. New Members of GFC

Materials before members are contained in the official meeting file.

*Purpose of the Proposal:* To appoint, re-appoint or receive new members of General Faculties Council.

MOTION I: TO APPOINT/RE-APPOINT:

The following academic staff member nominated by the Association of Academic Staff – University of Alberta (AASUA) to the Board of Governors and appointed to GFC for a term that is concurrent with their term on the Board (November 26, 2018 to November 25, 2021):

Donna Wilson, Faculty of Nursing

**CARRIED**

5. Proposal from the Faculty of Arts to terminate the Bachelor of Arts and Bachelor of Arts (Honors) in Chinese Studies and Japanese Studies, the Bachelor of Arts in Chinese and Japanese, and the minors in Chinese and Japanese

Materials before members are contained in the official meeting file.

*Purpose of the Proposal:* The proposal is before the committee to terminate the program. Admission and transfer into the program has been suspended since 2015.

THAT General Faculties Council recommend that the Board of Governors approve the termination of the Bachelor of Arts and Bachelor of Arts (Honors) in Chinese Studies and Japanese Studies, the Bachelor of Arts in Chinese and Japanese, and the minors in Chinese and Japanese, as recommended by the GFC Executive Committee and the GFC Academic Planning Committee, as submitted by the Faculty of Arts, and as set forth in Attachment 1, to be effective July 2019.

**CARRIED**

### **ACTION ITEMS**

6. Revisions to the Animal Ethics Policy and Procedures

Materials before members are contained in the official meeting file.

*Presenter(s)*: Steven Dew, Provost and Vice-President (Academic); Susan Babcock, Director, Research Ethics Office; Randy Goebel, Associate Vice-President Research/Academic

*Purpose of the Proposal*: To recommend revisions to the Animal Ethics Policy and Procedures

Dr Dew noted that the 2017 Canadian Council on Animal Care (CCAC) visit and assessment of facilities resulted in several recommendations for updates to policies and procedures.

Dr Babcock noted that the proposed changes would align the university's policies with CCAC requirements so that full accreditation, which is a requirement of funding, would be maintained.

*Discussion*:

There was no discussion.

Motion: Dew/Doucet

THAT General Faculties Council recommend that the Board of Governors approve the proposed revisions to the Animal Ethics Policy and Procedures, as recommended by the GFC Academic Planning Committee, to take effect upon final approval.

**CARRIED**

7. Proposed Revisions to Standing Committee Terms of Reference - GFC University Awards and Scholarship Committee (UASC) including a name change to GFC Undergraduate Awards and Bursaries Committee (UABC)

Materials before members are contained in the official meeting file.

*Presenter(s)*: Frank Robinson, Chair, GFC Undergraduate Awards and Scholarship Committee

*Purpose of the Proposal*: The proposal is before the committee to approve the revised terms of reference for the GFC UASC.

Dr Robinson gave an overview of the proposed changes to the terms of reference for the committee including a name change to the Undergraduate Awards and Bursaries Committee.

*Discussion*:

There was no discussion.

Motion: Loewen/Cormack

THAT General Faculties Council approve the proposed changes to the GFC Undergraduate Awards and Scholarship Committee Terms of Reference including a name change to the GFC Undergraduate Awards and Bursaries Committee (UABC) as set forth in Attachment 1, and as recommended by the GFC Undergraduate Awards and Scholarship Committee and the GFC Executive Committee, to take effect July 1, 2019.

**CARRIED**

**EARLY CONSULTATION**

8. Proposed Revisions to Standing Committee Terms of Reference - GFC Executive Committee

Materials before members are contained in the official meeting file.

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

The Chair provided an overview of the proposed changes including: clarification on when the Executive Committee was authorized to act on behalf of GFC; the addition of governance oversight including terms of reference for GFC standing committees; and adding an elected Dean to the committee composition. He also reminded members that, with the approval of the Nominating Committee terms of reference the previous spring, the Executive Committee would be replenished through the regular nomination procedures and that eligible members could self-nominate.

*Discussion:*

Members asked questions and expressed comments regarding methods to ensure diversity on committees, the GFC Principles of Committee Composition, and the mandate and role of the Nominating Committee to ensure the broadest possible base of representation and diversity.

The Chair noted that the proposed terms were much clearer and that they would come forward for approval in February.

## **DISCUSSION ITEMS**

9. Replenishment of GFC, Standing Committees, and other bodies  
- GFC Replenishment  
- Nominating Committee - Membership Replenishment Procedures

Materials before members are contained in the official meeting file.

*Presenter(s):* David Turpin, President and Vice-Chancellor and Chair, General Faculties Council; Jonathan White, Chair, GFC Nominating Committee

The Chair noted that it was the time of year to look towards replenishing seats on GFC. He noted that the terms for staff members would expire on June 30 and for students on April 30. He pointed out that it was important that Faculties fill their seats early enough so that incoming GFC members would be eligible to sit on GFC committees for 2019-2020.

Dr White pointed to current and upcoming vacancies and spoke to the Nominating Committee's procedural documents that were included in the meeting materials. He noted that the Nominating Committee was working on an engagement strategy to encourage members of the community to serve on GFC and its committees.

*Discussion:*

Members asked about current vacancies and eligibility criteria for those seats.

10. Board of Governors / GFC /Senate Summit debrief (no documents)

*Presenter(s):* David Turpin, President and Vice-Chancellor, Chair General Faculties Council

The Chair noted that there were 120 attendees at the recent Board/GFC/Senate Summit. He noted that a feedback survey had been circulated to attendees and encouraged members to complete the form while their thoughts were fresh.

*Discussion:*

Members noted that the Summit provided an excellent opportunity for the members of the three bodies to interact with each other. They discussed the focus on the importance of public engagement and the political side of post-secondary education, and how members of the university community could make an impact on public opinion.

The Chair noted the excellent contributions of the two speakers and how their presentations set the stage for the discussion.

11. Conflicts of Interest Amendment Act – Updated Draft Employee Code of Conduct

Materials before members are contained in the official meeting file.

*Presenter(s):* Brad Hamdon, General Counsel; Wayne Patterson, Vice-Provost and Associate Vice-President (Human Resources)

Mr Hamdon gave an overview of Bill 27 and the changes to the Alberta Conflict of Interest Act which gave the Ethics Commissioner of Alberta the authority to review and approve the university's Code of Conduct. He explained that the draft Employee Code of Conduct encompassed current approved university policy and collective agreement language and these sections had been copied directly into the document. He highlighted the new material in the document on required rules respecting the acceptance of gifts and concurrent employment and appointments.

Mr Hamdon noted that the Employee Code of Conduct would return to GFC in February to recommend approval of the Board of Governors in March in order to meet the April 30, 2019 deadline. Once approved the Code would come into force on July 1, 2019.

*Discussion:*

There was no discussion.

12. Universal Student Ratings of Instruction (USRI) for the Academic Year 2017/18

Materials before members are contained in the official meeting file.

*Presenter(s):* Sarah Forgie, Vice-Provost (Learning Initiatives) and Chair, GFC Committee on the Learning Environment (CLE); Jeff Rawlings, Director/Relationship Management, Information Services & Technology, Office of the Associate Vice-President (Information Services & Technology)

Dr Forgie introduced the report and noted that the USRI response rates were good compared to other U15 universities. She noted that CLE was currently working on GFC Policy 111, Teaching Policy and Teaching Education, including multifaceted evaluation of teaching. Mr Rawlings gave an overview of the data contained in the report.

*Discussion:*

Members expressed several comments and questions, including but not limited to: data from USRIs was difficult for students to access and a request for IST to work on making it easier; the USRIs opening before the withdrawal deadline despite policy and the subsequent deletion of responses submitted by students who withdrew; use of in-class time to complete USRIs and response rates; the use of USRIs and multifaceted evaluations for tenure and promotion; whether USRIs were publicly available; class size requirements for the use of USRIs; and potential alternatives for classes that do not meet the minimum size for USRIs to be used.

13. Equity, Diversity, and Inclusivity (EDI) Strategic Plan

Materials before members are contained in the official meeting file.

*Presenter(s):* Logan Mardhani-Bayne, Strategic Development Manager, Office of the Provost and Vice-President (Academic)

Mr Mardhani-Bayne noted that the members of the EDI Scoping Group undertook significant consultation across the community and the resulting EDI Strategic Plan was meant to provide an overall framework to encourage and empower everyone to incorporate EDI principles in their work.

*Discussion:*

Members expressed several comments and questions, including but not limited to: ageism; socioeconomic status; available demographic data and the need for more complex data; FOIPP and the potential development of voluntary demographic surveys for the university workforce as well as for students.

Members also noted that Indigenous needs must be considered separately so that they do not become lost among other EDI concerns.

14. Question Period

There were no questions.

**INFORMATION REPORTS**

15. Report of the GFC Executive Committee

Materials before members are contained in the official meeting file.

16. Report of the GFC Academic Planning Committee

Materials before members are contained in the official meeting file.

17. Report of the GFC Academic Standards Committee

Materials before members are contained in the official meeting file.

18. GFC Nominations and Elections

- Report of the GFC Nominating Committee - December 13, 2018
- Election results for positions on Search and Review Committees

Materials before members are contained in the official meeting file.

19. Report of the Board of Governors

Materials before members are contained in the official meeting file.

20. Information Items

Materials before members are contained in the official meeting file.

A. Helping Individuals at Risk (HIAR) and Office of Safe Disclosure and Human Rights (OSDHR) Annual Reports 2016-2017

B. Amended Academic Schedule 2019-2020

21. Information Forwarded to GFC Members Between Meetings (no items to date)

- Save the Date email for Summit
- Invitation to Summit
- announcement of new Dean of Augustana Faculty

Materials before members are contained in the official meeting file.

**CLOSING SESSION**

22. Adjournment

The Chair adjourned the meeting at 3:20 p.m.

