**General Faculties Council**

For the meeting of November 25, 2019

**Item No. 21D**

**Governance Executive Summary**  
Advice, Discussion, Information Item

<table>
<thead>
<tr>
<th>Agenda Title</th>
<th>Waiver of Advertising Requirements: Report to General Faculties Council</th>
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**Item**

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<tr>
<th>Proposed by</th>
<th>Steven Dew, Provost and Vice-President (Academic)</th>
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<tbody>
<tr>
<td>Presenter</td>
<td>Steven Dew, Provost and Vice-President (Academic)</td>
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**Details**

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Office of the Provost and Vice-President (Academic)</th>
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<tbody>
<tr>
<td>The Purpose of the Proposal is (please be specific)</td>
<td>To provide GFC with summary information regarding the number of waiver of advertising for full-time academic staff vacancies as required through UAPPOL policy.</td>
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<tr>
<td>Executive Summary (outline the specific item – and remember your audience)</td>
<td>Under the UAPPOL Academic Staff Posting and Advertising Procedure, in exceptional circumstances, the posting requirements for continuing academic positions may be waived with the prior approval of the Provost and Vice-President (Academic). The Provost and Vice-President (Academic) will advise the AASUA of the decision and report all waivers to the General Faculties Council annually.</td>
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**Supplementary Notes and context**

<This section is for use by University Governance only to outline governance process.>

**Engagement and Routing** (Include proposed plan)

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<tr>
<th>Consultation and Stakeholder Participation</th>
<th>Provost and Vice-President (Academic)</th>
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**Strategic Alignment**

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<tr>
<th>Alignment with For the Public Good</th>
<th>GOAL: SUSTAIN</th>
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<tr>
<td>Objective 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</td>
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<td>Strategy i. Encourage transparency and improve communication across the university through clear consultation and decision-making processes, substantive and timely communication of information, and access to shared, reliable institutional data.</td>
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**Alignment with Core Risk Area**

Please note below the specific institutional risk(s) this proposal is addressing.

- Enrolment Management
- Faculty and Staff
- Funding and Resource Management
- IT Services, Software and Hardware
- Leadership and Change
- Physical Infrastructure
- Relationship with Stakeholders
- Reputation
- Research Enterprise
- Safety
- Student Success

**Legislative Compliance and jurisdiction**

1. The *Post-Secondary Learning Act (PSLA)* governs the appointment, promotion and dismissal of academic staff: “A person shall not be appointed to, promoted to or dismissed from any position on the
academic staff at a university except on the recommendation of the president made in accordance with procedures approved by the general faculties council.” (Section 22(2) of the PSLA)

2. Academic Staff Posting and Advertising Procedure
   “Waivers and Exceptions to Posting
   7. In exceptional circumstances, the posting requirements for continuing academic positions may be waived with the prior approval of the Provost and Vice-President (Academic). The Provost and Vice-President (Academic) will advise the AASUA of the decision and report all waivers to the General Faculties Council annually. Requests for waiver of posting should be submitted to Human Resource Consulting Services.”

Attachments (each to be numbered 1 - <>)
1. Interdepartmental Correspondence to Meg Brolley from Steven Dew (page 1)

Prepared by: Susan Buchsdruecker Faculty Relations Officer, sbuchs@ualberta.ca
Date: September 19, 2019

To: Meg Brolly
General Faculties Council Secretary and Manager of GFC Services

From: Steven Dew
Provost and Vice-President (Academic)

Re: Waiver of Posting Requirements: Report to GFC Executive Committee

Under the UAPPOL Academic Staff Posting and Advertising Procedure, in exceptional circumstances, the Provost and Vice-President (Academic) has the authority to waive the requirement that vacant continuing academic positions must be posted and advertised on the University of Alberta Careers website for a minimum of five business days. The Provost and Vice-President (Academic), is required to report all waivers to the General Faculties Council annually.

For the period July 1, 2018 to June 30, 2019, there were 15 waivers of posting and advertising for continuing academic positions. Of these 15 positions, 1 was Faculty Service Officer, 1 was Librarian, and 13 were Administrative Professional Officers.

The main factors that contributed to the number of positions waived were:

1) Individual had held the position as a temporary academic and the position was moved to a continuing academic position
2) Individual held the position in an acting role

I would be pleased to answer any questions.

Steven Dew

SD/sb

c Michelle Strong, Director, Faculty and Staff Relations

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