



## GENERAL FACULTIES COUNCIL

Minutes for Approval

Meeting #579

Thursday, February 8, 2018, 1:30 p.m.

Science Theatre 147

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### ***Voting Members***

E. Cannon, Chair  
D. Marshall, Vice-Chair  
T. Afyouni  
C. Ayachit  
S. Barker  
T. Beattie  
J. Brown  
D. Bruckner  
E. Carr  
B. Cave  
D. Cramb  
L. Dalgetty  
A. dela Cruz  
J. Dewald  
R. El-Hacha  
J. Ellis  
S. Grewal  
W. Hartwell  
T. Hickerson  
S. Hoenle

I. Holloway  
K. Huggard  
C. Hurrell  
M. Hynes  
J. Jenkins  
P. Johnson  
D. Kenyon  
M. Konnert  
S. LeBlanc  
M. Leung  
J. Lock  
J. Lockyer  
K. Lukowiak  
E. McCauley  
T. Miller  
D. Moynaugh  
A. Nygren for W. Rosehart  
L. Ocampo  
B. Paris  
D. Pattison  
N. Peters

S. Premji  
J. Priest  
L. Radtke  
L. Reid  
J. Revington  
L. Rigg  
B. Saifeddine  
A. Saweczko  
J. Sieppert  
R. Sigurdson  
D. Sumara  
J. Thundathil  
T. Tombe  
M. Topps  
H. Warsame  
J. Watson-Hamilton  
S. Weaver  
R. Woodrow  
L. Young

### ***Guests***

A. Klaiber-Langen, Student Appeals Officer – present for Item 7

### ***Observers***

M. Bogdan, Faculty Association  
K. Jackson, General Counsel  
K. McQuillan, Deputy Provost  
C. McVie, Provost's Office  
J. Olfert, Students' Union  
P. Reicher, Associate Vice-President (Communications)

### ***Secretary***

S. Belcher

### ***Scribe***

E. Sjogren

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The Chair called the meeting to order at 1:34 p.m. and confirmed quorum.

## 1. Remarks of the Chair

The Chair included the following in her remarks:

- D'Arcy Moynagh, the University's new Chief Information Officer, was welcomed to his first General Faculties Council (GFC) meeting
- The Academic and Research Plans were officially launched at an event earlier today
- It was announced yesterday that the University and the Students' Union (SU) have negotiated two agreements regarding MacEwan Hall: a Stakeholder Rights Agreement and a Management and Use of Space Agreement. The campus community is encouraged to read these agreements, which are posted on the Provost's website.
- The federal budget is in development. Recent meetings with federal Ministers indicate that the budget may be favourable towards science, research, and equity and diversity.
- The provincial budget is also in development. It has been stated publicly that post-secondary institutions will receive backfill funding in relation to the continuing tuition freeze, and infrastructure funding already committed should still be forthcoming, but otherwise no information is available at this time.
- Calgary was not included in the shortlist for the second Amazon headquarters. As a result, the provincial government is encouraging post-secondary institutions to strengthen leadership and responsiveness with respect to science, technology, engineering and math (STEM) education.
- An election of academic staff members to the Presidential Search Committee (PSC) will be held at the March 8, 2018 meeting of GFC. Members are encouraged to read the Board Chair's February 6<sup>th</sup> e-mail regarding this process.

## 2. Remarks of the Vice-Chair

The Vice-Chair included the following in her remarks:

- The metrics relating to the Academic and Research Plans will be provided to GFC members for discussion at the March 8, 2018 meeting
- The Mental Health Strategy annual report to the community will take place on February 15, 2018 in MacEwan Hall. Frank O'Dea, a founder of the Second Cup chain of coffee stores, will give the keynote address.
- A forum was held in the Taylor Institute this week, co-hosted by the Campus Mental Health Strategy and SU Wellness Centre, on various aspects of cannabis, including usage, its impact on health, the implications of legislation on the University and broader community, and contributions the University could make as cannabis legalization is implemented
- The provincial government's post-secondary tuition and institutional funding models are still in development, and decisions are now not expected on these until the next fiscal year
- The University is preparing to submit proposals to the provincial government to expand its STEM programs and support the education of more students in this area
- Some key investments were announced at the Academic and Research Plans launch today: the funding for the University's PURE awards program is being doubled, round 4 of the *Eyes High* Postdoctoral Fellowship program will be funded, the University Professor program will continue, there will be an increase in graduate scholarships, and funding for the implementation of the

Indigenous Strategy, Mental Health Strategy and for teaching and learning initiatives will be provided. Details will be announced later this month.

### 3. Question Period

In response to a question/suggestion submitted by a GFC member, Angelique Saweczko, Registrar, reported that the University's transcript format will be reviewed next year. As part of the review, consideration can be given to adding a column to the transcript to list the mean course grade beside the grade awarded to the student. The review will also include discussions about establishing a consistent institutional percentage grade conversion scale.

There were no other questions.

### 4. Safety Moment

Documentation for this item was circulated with the Agenda. Brit Paris, President of the Graduate Students' Association, spoke to GFC about the UC Emergency Mobile App.

### 5. Approval of the January 18, 2018 Meeting Minutes

Documentation for this item was circulated with the Agenda.

#### **Moved/Seconded**

That the Minutes of the General Faculties Council meeting held on January 18, 2018 be approved.

**Carried**

### 6. Election of Two Academic Staff Members to an Advisory Search Committee for a Dean of the Faculty of Nursing

Documentation for this item was circulated with the Agenda. The following academic staff members were elected:

**Nicole Culos-Reed**, Kinesiology

**Michele Jacobsen**, Education

### 7. Proposed Disciplinary and Academic Standing Appeals Model

Documentation for this item was circulated with the Agenda. Andrea Klaiber-Langen, Susan Barker, Vice-Provost (Student Experience), and Lisa Young, Dean and Vice-Provost (Graduate Studies), presented this item.

Highlights:

- The proponents reviewed the proposed new disciplinary and academic standing appeals model for the University, and emphasised that the proposed model aims to improve the student experience, increase the transparency of processes, tighten procedures, provide dedicated support to decision-makers, develop administrative efficiencies, and reduce risk to the institution

- The proponents noted that the *Post-Secondary Learning Act* does not differentiate between academic and non-academic misconduct discipline, and does not require multiple levels of appeal, but that it is being proposed that the University's new model include two levels of appeal. It was explained that the Board of Governors would delegate its authority to hear appeals in the proposed model.
- The proponents reviewed the proposed memberships of the Appeal Board and Academic Misconduct and Standing Review Committee, and noted that the members will receive training. It was explained that students will have the opportunity to elect not to have a student on the panel to hear their appeal.
- During discussion, it was noted that some professional Faculties may have appeal-related processes mandated by accreditation bodies, and that these must be complied with. The proponents indicated that they are meeting with persons in the professional Faculties to discuss these complexities.
- In response to questions, it was reported that:
  - An appeal will be reviewed to ensure that it meets the requirements of the policy and should proceed
  - It is being proposed that initial decision-making will still be made at the Faculty level, but that Faculty Appeals Committees will not hear some appeals, such as those relating to non-academic and academic discipline
  - The Faculty will participate in an appeal through written and oral submissions to the Academic Misconduct and Standing Review Committee, and thus be able to provide discipline-specific context and information
  - The Student Non-Academic Misconduct Policy will continue to be in effect
- It was suggested that:
  - It be made clear in the forthcoming policy/procedure that it is the appellant who will choose whether the Academic Misconduct and Standing Review Committee is composed of two academic staff members and one student (graduate or undergraduate, as appropriate) or three academic staff members, and that this will not be an administrative choice
  - That a discipline expert be brought in when the panel members are trained and/or prepared for a specific hearing
- The Chair reported that, once the policy is developed, it will be brought to the GFC for discussion

## **8. Medical Notes and Statutory Declaration**

Documentation for this item was circulated with the Agenda. Susan Barker and Debbie Bruckner, Senior Director, Student Wellness, Access & Support, presented this item.

### Highlights:

- The proponents remarked that a proposal to accept statutory declarations in addition to medical notes addresses problems with the current system, but is a major change to practice and so needs to be discussed with the academic community
- The proponents indicated that, if there is support for a proposal to no longer require students to submit medical documentation for exceptions to academic regulations, excusal from examinations, or submission of late coursework, Calendar changes will be brought through the governance system for approval

- The proponents explained that the time taken of doctors and other professionals will be reduced if medical notes are no longer required, particularly during exam periods
- In response to questions, it was reported that:
  - The University will ensure that staff in each Faculty are trained as commissioners of oaths, and will track when an individual's training will need to be renewed or a new staff member be trained. It is anticipated that there will be commissioners of oaths in each student advising office.
  - Students will still be able to provide medical notes if they wish
  - If the Calendar changes are approved, the option to provide a statutory declaration will apply to all instances when medical notes are currently required
  - Instructors will still have the discretion to require documentation, such as for a deferred test
  - The doctors in University Health Services do charge a fee to students for medical notes
  - It is proposed that there be two standard forms for statutory declarations, one specifically for coursework or examinations and one for any other purpose
  - It is possible that the number of deferred exams, etc. may initially increase if the option to provide statutory declarations is implemented, but it is expected that this will level out over time
  - Staff will be trained to refer students to the Wellness Centre
  - The deadlines to submit medical notes and statutory declarations will be considered, as it is not intended to force a student to come to campus to arrange a medical note or statutory declaration if they are sick
- A member of GFC expressed that the student body is generally very supportive of this proposal

## 9. Standing Committee Reports

- **Report on the January 26, 2018 GFC Executive Committee Meeting**
- **Report on the January 15, 2018 Academic Planning and Priorities Committee Meeting**
- **Report on the January 23, 2018 Research and Scholarship Committee Meeting**

Documentation for this item was circulated with the Agenda. The Chair reported that, as of this meeting, the Academic Co-Chairs of the GFC standing committees who attended GFC solely to answer any questions on committee reports are no longer being asked to attend the GFC meetings based on the observation over time of a lack of questions on the reports. If necessary, any questions will be noted and a reply will be provided directly to the questioner or at the next GFC meeting.

There were no questions.

## 10. 2018-2019 GFC and GFC Standing Committees Meeting Schedule

Documentation for this item was circulated with the Agenda for information only.

**11. 2018-2019 GFC Elected Membership Distribution**

Documentation for this item was circulated with the Agenda for information only.

In response to a question, it was confirmed that the Faculty of Graduate Studies (FGS) has a Faculty Council (FC), and that the FGS FC elects one representative to the GFC as prescribed in the Post-Secondary Learning Act.

**12. Policy Development Update**

Documentation for this item was circulated with the Agenda for information only.

**13. Other Business**

There was no other business.

**14. Adjournment**

The February 8, 2018 General Faculties Council meeting was adjourned by consensus.

The meeting was adjourned at 2:44 p.m.

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Susan Belcher  
University Secretary