



## GENERAL FACULTIES COUNCIL

Approved Minutes

Meeting #581

Thursday, April 12, 2018, 1:30-4:30 p.m.

Science Theatre 147

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### ***Voting Members***

E. Cannon, Chair	S. Franceschet	E. McCauley	R. Sigurdson
T. Afyouni	M. Gavrilova	S. McFarlane	F. Smith
S. Alexander	C. Graham for L. Rigg	K. McQuillan for D. Marshall	D. Tapp
C. Ayachit	M. Ghaderi Debkordi	J. Meddings	M. Topps
S. Barker	S. Grewal	T. Miller	J. Towers
T. Beattie	W. Hartwell	A. Nygren for W. Rosehart	H. Warsame
B. Becker	S. Hoenle	L. Ocampo	J. Watson Hamilton
D. Bruckner	K. Huggard	B. Paris	S. Weaver
E. Carr	C. Hurrell	D. Paskevich	R. Woodrow
B. Cave	M. Hynes	N. Peters	B. Wylant for J. Brown
D. Cramb	J. Jenkins	J. Priest	L. Young
L. Dalgetty	P. Johnson	L. Radtke	H. Zareipour
A. dela Cruz	V. Jones	L. Reid	
R. El-Hacha	C. Knight	M. Reid	
R. Ellaway	M. Konnert	J. Revington	
J. Ellis	K. Lawrence for D. Kenyon	A. Saweczko	
	J. Lock	J. Sieppert	

### ***Guests***

- D. Book, Legal Counsel – present for Item 7
- B. Evelyn, Vice-Provost (Planning and Resource Allocation) – present for Item 6
- J. Hawkins, Manager, Employee & Labor Relations, Human Resources – present for Item 7
- K. Jackson, General Counsel – present for Item 7

### ***Observers***

- M. Bogdan, Faculty Association
- M. Chin, Students' Union
- E. Favaro, Graduate Students' Association
- M. Hedgecock, Students' Union
- A. Imran, Students' Union
- C. Johns, Senior Director - Academic and International Strategies
- C. McVie, Provost's Office
- M. Mansouri Habibabadi, Graduate Students' Association
- P. Reicher, Associate Vice-President (Communications)
- J. Ruwanpura, Vice-Provost (International)

### ***Secretary***

S. Belcher

### ***Scribe***

E. Sjogren

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The Chair called the meeting to order at 1:33 p.m. and confirmed quorum.

**1. Remarks of the Chair**

The Chair included the following in her remarks:

- This is the last General Faculties Council (GFC) meeting for many of the student members, including: Branden Cave, Students' Union (SU) President, Tina Miller, SU Vice-President (Academic), Negar Mohammadi, Graduate Students' Association (GSA) Vice-President (Academic), Christiana Manzocco, GSA Vice-President (Finance and Services), Taha Afyouni, GSA Vice-President (Student Life), and several of the SU Faculty representatives, all of whom were thanked for their service. Sagar Grewal, incoming SU President, and Brit Paris, starting her second term as GSA President, were acknowledged.
- A Town Hall will be held on the main campus on May 3, 2018, at which senior leaders will brief the University community on the University's budget, fundraising efforts, significant capital projects, and other matters of interest
- The Alberta government has announced legislation that will create 3,000 new technology education spaces within the provincial post-secondary system, with funding expected for 200 new spaces for the Fall 2018 term. The University is preparing submissions to receive funding for an allotment of these spaces.
- The Council of Canadian Academies report entitled "*Competing in a Global Innovation Economy: The Current State of R&D in Canada*" was released on April 10, 2018, and members are encouraged to read this. The report discusses Canada's position internationally and makes a case for investment in the post-secondary sector.

**2. Question Period**

There were no questions.

**3. Safety Moment**

Documentation for this item was circulated with the Agenda. Ed McCauley, Vice-President (Research), spoke to GFC on the topic of "Outdoor Spring Cleaning Safety".

**4. Approval of the March 8, 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 March 8, 2018 be approved.

**Carried**

5. **Election of Two Academic Staff Members to the Advisory Review Committee for the Dean of the Schulich School of Engineering**

Documentation for this item was circulated with the Agenda.

The following persons were elected to the Advisory Review Committee for the Dean of the Schulich School of Engineering:

**Carolyn Emery**, Kinesiology  
**Naweed Syed**, Medicine

6. **Approval of the Academic Plan and Research Plan Metrics**

Documentation for this item was circulated with the Agenda. Ed McCauley and Bruce Evelyn presented this item.

Highlights:

- The proponents reported that the metrics have been developed for the University's Academic and Research Plans, which were approved in January 2018, and that the metrics will be used internally and externally to track the University's progress in reaching its priorities and goals
- The proponents noted that there are primary and secondary metrics. The primary metrics are those for which the University can compare itself to other Canadian post-secondary institutions, while the secondary metrics are important to allow the University to track its progress toward its priorities and goals, but which are not compared to other institutions.
- The Chair noted that government and the broader community appreciate metrics and key performance indicators
- Discussion included:
  - Some results of initiatives cannot be measured, such as the social value and impact, and the improvement of quality of life, and these should be considered when the University's successes are measured and referenced. The proponents agreed that it is necessary to consider how to capture and effectively communicate the broad range of the University's successes, and it was noted that the annual Report to the Community includes both metrics and descriptive stories.
  - Infrastructure can be seen as an indicator of research capacity, but this can be difficult to capture in a quantifiable measure
  - The number of research chairs held at the University is also an indicator of research capacity, but this measure is tied to research dollars and thus included in the metrics that way
  - The University will be able to gauge its success in meeting the goals and priorities set out in the Academic and Research Plans by using the metrics to track trends over time
  - Some of the metrics are not straightforward, such as "Time to Completion" of a degree, which may be delayed for legitimate reasons
  - Not all institutions collect their data in the same way, and so comparing the University to other intuitions should be done bearing this in mind

- In response to questions, it was reported that:
  - The Strategic Research Themes articulated in the Research Plan will be reviewed in their fourth year, for success and continued relevance
  - The Office of Institutional Analysis (OIA) is using a Data Dictionary, which has been developed to serve as the authoritative source of information about the University's performance measures. The Data Dictionary will be made available on the OIA website, so that decision-makers and others will have access to accurate and reliable information.
  - Other initiatives, such as the implementation of the Indigenous Strategy, will have their own associated metrics, such as the graduation rates for indigenous students

**Moved/Seconded**

That the General Faculties Council (GFC) approve the metrics for the 2018-23 Academic and Research Plans, in the form provided to the GFC, and as recommended by the GFC Executive Committee.

**Carried****7. Workplace Accommodation Policy and Procedure**

Documentation for this item was circulated with the Agenda. Karen Jackson, Deborah Book, and Jennifer Hawkins presented this item.

**Highlights:**

- The proponents reported that the Workplace Accommodation Policy and Procedure formally recognize the University's duty to accommodate its employees, and will provide clarity and consistency in this regard
- Discussion included:
  - Sharing that there is a need for accommodation is important, but it was noted that the Student Accommodation Policy will soon be revised to allow for restrictions on sharing, and the proponents may wish to include a similar clause in the Workplace Accommodation Policy
  - The term "employee" is defined in the policy as "*an individual, other than an academic staff member, postdoctoral scholar or graduate student staff member, who is engaged to work for the University under an employment contract*". The terms "academic staff member", "postdoctoral scholar" and "graduate student staff member" are defined separately in the policy. It was suggested that the definition of "employee" be expanded to make clear that the policy applies to all employees, specifically including Alberta Union of Provincial Employee, Management and Professional Staff, and undergraduate student employees.
  - Section 4.11 of the policy does not include the Dean and Manager in the list of people who will be engaged in the consultation regarding an accommodation, but section 6.4 of the policy sets out the Deans and Managers' responsibilities with respect to establishing accommodations. The proponents indicated that they would carefully review the policy for consistency.
  - Sections 4.26 and 4.27 of the procedure do not appear to allow the Dean to participate in the determination of whether or not the University is able to accommodate without undue hardship. The proponents indicated that they would review this carefully.

- In response to questions, it was reported that:
  - If the Provost and Vice-President (Academic) or the Vice-President (Finance and Services) is the Senior Leadership Team individual attempting to identify an accommodation under the policy, this individual cannot refer a matter to themselves under Section 4.23 of the procedure
  - Undergraduate students working within a University co-op or internship program, readers, and demonstrators are all considered employees of the University. The proponents will make this clear in the policy.
  - A unit is expected to finance any accommodation, but if the cost of an accommodation is extreme a request can be made to the Provost and Vice-President (Academic) for assistance. The University has a legal duty to provide accommodation.
  - If an academic staff member, postdoctoral scholar, graduate student staff member, or other employee refuses an offered accommodation, they can propose an alternate accommodation. However, if an individual frustrates the process or refuses to participate in a reasonable manner, the University can claim it has met its obligation. An academic staff member, postdoctoral scholar, graduate student staff member, or other employee's refusal to accept a reasonable accommodation in their unit, or an option in another unit, is considered a resignation.
  - Undue hardship is a difficult legal standard to meet, and this is specifically included in section 4.22 of the policy, for awareness
- The Chair reported that the approval authority for the Workplace Accommodation Policy and Procedure is the Board of Governor's Human Resources and Governance Committee
- Members were asked to send any additional feedback directly to the proponents

## 8. Standing Reports

- a) **Report on the March 27, 2018 GFC Executive Committee Meeting**
- b) **Report on the March 26, 2018 Academic Planning and Priorities Committee Meeting**
- c) **Report on the March 20, 2018 Research and Scholarship Committee Meeting**
- d) **Report on the March 22, 2018 Teaching and Learning Committee Meeting**
- e) **Report on the March 16, 2018 Board of Governors Meeting**
- f) **Policy Development Update**

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

There were no questions.

## 9. Other Business

There was no other business.

**10. Adjournment**

**Moved/Seconded**

That the General Faculties Council adjourn the April 12, 2018 meeting.

**Carried**

The meeting was adjourned at 2:24 p.m.

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Susan Belcher  
University Secretary