



## GENERAL FACULTIES COUNCIL

Approved Minutes

Meeting #583

Thursday, June 14, 2018, 1:30 p.m.

Science Theatre 147

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### ***Voting Members***

E. Cannon, Chair	R. El-Hacha	E. McCauley	S. Roy for D. Sumara
D. Marshall, Vice-Chair	R. Ellaway	B. Maini	A. Saweczko
G. Armstrong	E. Favaro	M. Mansouri	J. Sieppert
S. Barker	S. Franceschet	J. Meddings	R. Sigurdson
B. Becker	W. Hartwell	H. Mokhtar	B. Singh
M. Bennett	S. Hoenle	D. Moynaugh	D. Tapp
J. Brown	I. Holloway	D. Nasser	T. Tombe
D. Bruckner	C. Hurrell	A. Nygren for W. Rosehart	J. Towers
M. Chin	M. Hynes	N. Peters	H. Warsame
J. Choi	M. Iskander	R. Peters	J. Watson Hamilton
J. Cobb	J. Jenkins	J. Priest	M. Whelan
D. Cramb	V. Jones	L. Radtke	R. Woodrow
L. Dalgetty	C. Knight	L. Reid	L. Young
A. dela Cruz	K. Lawrence for D. Kenyon	M. Reid	
J. Dewald	A. Levey	J. Revington	
M. Drefs	K. Lukowiak	L. Rigg	

### ***Guests***

A. Klaiber-Langen, Student Appeals Officer – present for Item 7  
R. Thompson, Chair, Graduate College Steering Committee – present for Item 10

### ***Observers***

E. Cortens, Manager of Academic Initiatives, Mount Royal University  
J. Gobran, Research Assistant, Students' Union  
C. Johns, Senior Director - Academic and International Strategies  
K. McQuillan, Deputy Provost  
C. McVie, Executive Director, Provost's Office  
J. Olfert, Policy Analyst, Students' Union  
P. Rogers, Faculty Association  
B. Weismiller, Special Advisor to the Provost, Mount Royal University

### ***Secretary***

S. Belcher

### ***Scribe***

E. Sjogren

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The Chair called the meeting to order at 1:32 p.m. and confirmed quorum.

## 1. Remarks of the Chair

The Chair included the following in her remarks:

- This is the final General Faculties Council (GFC) meeting for some members, including: Tom Hickerson, Vice-Provost (Libraries and Cultural Resources), Dianne Tapp, Dean, Faculty of Nursing, Walter Herzog, Acting Dean, Faculty of Kinesiology, Sandra Hoenle, President, Faculty Association, David Cramb, Faculty of Science and member of the Board of Governors (BG) nominated by GFC, and several of the elected/appointed academic staff members and appointed staff members. Kevin McQuillan, outgoing Deputy Provost, was also acknowledged.
- Sagar Grewal, President of the Students' Union has been named to the Prime Minister's Youth Council
- The Indigenous Graduation Banquet and Pow-wow was held June 2, 2018, the Faculties' convocation ceremonies were held from June 4-8, 2018, and the Continuing Education graduation ceremony was held June 13, 2018
- On June 5, 2018, the provincial government passed the Growth and Diversification Act, which will stimulate economic diversification and the education and training of technology talent. Over time, the government will create 3000 student spaces relating to technology. The University has submitted proposals for 155 of the 200 spaces opening in the Fall 2018 term, and the results are expected to be announced later this week.
- Representatives of the University, including Michael Hart, the newly-appointed Vice-Provost (Indigenous Engagement), will travel to Edmonton next week for an alumni event and to engage with representatives of the provincial government
- The University has begun discussions with the provincial government regarding the development of a vision for the University Research Park, which is located immediately to the north of the main campus, and which is a partnership between the University, the City of Calgary, and the Province of Alberta. The University owns the former Imperial Oil research building and the Alistair Ross Technology Centre. In response to a question, it was reported that the University does not own the SMART Technologies building, but is using some of its spaces, particularly during the MacKimmie Complex Redevelopment Project.
- Development of the University District, which will have residential, office, and retail spaces, is continuing

## 2. Remarks of the Vice-Chair

The Vice-Chair included the following in her remarks:

- Representatives from the K-12 and post-secondary sectors have been providing testimony during the review of the federal Copyright Act. Major issues of concern include Access Copyright having a monopoly, and that there are significant dollars involved, especially if this matter is backdated to when institutions opted out of Access Copyright.
- The University recently received funding from the federal Future Digital Skills Program, which provides internships for students when they graduate. The University will serve as the Prairie Centre for this program.
- The University has several new hires: Michael Hart, Vice-Provost (Indigenous Engagement), started June 1, 2018, Sandra Davidson, Dean of the Faculty of Nursing, will start August 1, 2018, and Mary-Jo Romaniuk, Vice-Provost (Libraries and Cultural Resources), will start September 1,

2018. Florentine Strzelczyk, Faculty of Arts, will begin her new role as the Deputy Provost on July 1, 2018, and Bill Rosehart was recently renewed as the Dean of the Schulich School of Engineering.

### 3. Question Period

In response to a question, it was reported that the University is looking into the conversion of letter and number grades. This is complicated and many factors need to be considered, such as the fact that grading scales can vary by course. Information from the Associate Deans is being compiled, and it is expected that it will take a year and a half before changes to the University's transcript can be considered.

### 4. Safety Moment

Documentation for this item was circulated with the Agenda. Linda Dalgetty, Vice-President (Finance and Services), spoke to GFC on the topic of "Slips and Falls – The Year in Review".

### 5. Approval of the May 17, 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 May 17, 2018 be approved.

**Carried**

### 6. Election of Two Academic Staff Members of GFC to the GFC Executive Committee

Documentation for this item was circulated with the Agenda.

Highlights:

- The Chair explained that one name has been removed from the ballot for the election to the GFC Executive Committee, as the person has indicated that she cannot serve if elected. This leaves two names on the ballot for the election of two.
- The Chair asked if there were any nominations from the floor, and, when there were none, explained that the GFC has two options: 1) to postpone this election until the October 11, 2018 GFC meeting, or 2) appoint the two persons remaining on the ballot. The GFC chose to move forward with option 2.

#### **Moved/Seconded**

That the General Faculties Council (GFC) appoint Joule Bergerson, Schulich School of Engineering, and Hussein Warsame, Haskayne School of Business, to the GFC Executive Committee, for three year terms or until their terms as GFC members end if that is sooner.

**Carried**

Hussein Warsame abstained.

## 7. **Approval of the Student Misconduct and Academic Appeals Policy and Procedures**

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

### Highlights:

- The proponents introduced the current versions of the Student Misconduct and Academic Appeals Policy and Procedures
- Discussion included:
  - Who is permitted to record the proceedings of an appeal hearing. The proponents reported that there will be an official recording made, and that it is intended that this be the only recording made. A student could surreptitiously record, such as with a cellphone in a pocket, and this cannot be easily managed, but it was emphasised that, if there is a discrepancy, the official recording will prevail.
  - That appeal hearings, and the processes and communications surrounding them, are strictly confidential
  - That the ground “*new information... that could not have been presented earlier*” is unclear. The proponents indicated that this will be made clear during training and in the information provided on the Student Appeals Office website, and that students will be encouraged to provide all relevant information early in the appeal process.
- In response to questions, it was reported that:
  - If a student provides information during the appeal process that leads a Faculty to wish to reverse its decision, a case can be resolved prior to the higher-level hearing or decision. It was suggested that this be clearly set out, including during training and on the Student Appeals Office website.
  - No changes to the Calendar definition of academic misconduct are being proposed at this time. An Academic Misconduct Policy is currently in development, and this will be presented to the GFC in the Fall.

### **Moved/Seconded**

That the General Faculties Council (GFC) approve the Student Misconduct and Academic Appeals Policy, the Faculty Appeal Committee Procedures and the University Appeals Committee Procedures in the forms provided to the GFC, and as recommended by the GFC Executive Committee.

**Carried**

## 8. **Recommendation of the 2018-2021 Comprehensive Institutional Plan (CIP)**

- **Main Chapter: Goals, Priority Initiatives and Expected Outcomes**
- **CIP Appendix B: Enrolment Plan and Proposed Programming Changes**
- **CIP Appendix C: Research, Applied Research and Scholarly Activities**
- **CIP Appendix D: Community Outreach and Underrepresented Learners**
- **CIP Appendix E: Internationalization**

Documentation for this item was circulated with the Agenda. Dru Marshall, Provost and Vice-President (Academic), and Ed McCauley, Vice-President (Research), presented this item.

## Highlights:

- The proponents reported that the full CIP document, including the Budget and Capital Plan appendices, will be presented to the BG for approval at its June 22, 2018 meeting
- Referencing priority initiative P14 of Appendix C, a member of the GFC requested that researchers be included in discussions when Management engages in negotiations for a collective agreement with the Postdoctoral Scholars Association, as their grants are affected

**Moved/Seconded**

That the General Faculties Council (GFC) recommend that the Board of Governors (BG) approve the Goals, Priority Initiatives and Expected Outcomes Chapter of the Comprehensive Institutional Plan; Appendix B: Enrolment Plan and Proposed Programming Changes; Appendix C: Research, Applied Research and Scholarly Activities; Appendix D: Community Outreach and Underrepresented Learners, and Appendix E: Internationalization, in the forms provided to the GFC and as recommended by the Academic Planning and Priorities Committee or the Research and Scholarship Committee, and authorize the proponents to make non-substantive changes to the chapter or appendices prior to their presentation to the BG.

**Carried**

**9. Approval of the Change of Name of the Department of Anesthesia to the Department of Anesthesiology, Perioperative and Pain Medicine**

Documentation for this item was circulated with the Agenda. Jon Meddings, Dean, Cumming School of Medicine, presented this item.

## Highlights:

- The proponent reported that the name 'Department of Anesthesia' does not reflect the current role of anesthetists, and that the proposed name, 'Department of Anesthesiology, Perioperative and Pain Medicine', is preferred
- In response to a question, it was indicated that the length of the new name is not a concern

**Moved/Seconded**

That the General Faculties Council (GFC) approve the change of name of the Department of Anesthesia to Department of Anesthesiology, Perioperative and Pain Medicine, as presented to the GFC and as recommended by the Academic Planning and Priorities Committee.

**Carried**

**10. Graduate College Pilot Project Recommendations**

Documentation for this item was circulated with the Agenda. Dru Marshall, Robert Thompson, Chair, Graduate College Steering Committee, and Lisa Young presented this item.

## Highlights:

- The proponents reported that the three-year pilot of the Graduate College was initiated in 2015, and that a review of the Graduate College by the Quality Assurance Review Team (QART) was

received in March 2018. A proposal to establish the Graduate College as an autonomous unit is in development, and it is proposed to extend the pilot project for one year so that graduate students and postdoctoral scholars can be admitted as members for the 2018-2019 year.

- The proponents reviewed the vision for the Graduate College, and described the accomplishments during the pilot period, including facilitating campus-wide and community connections, a speaker series, a documentary and discussion series, a blog to share information and host conversations, and participation in external programs
- The proponents outlined three key recommendations arising from the QART review: 1) to move ahead with a proposal to establish the Graduate College, 2) to determine a permanent space for the Graduate College, and 3) for the Graduate College, in partnership with other units at the University, to bring guest speakers and other visitors to the University
- Discussion included:
  - The Graduate College's events are well and broadly attended, and provide inspiring experiences
  - The Graduate College can be used by Faculties as a recruitment tool
- In response to questions, it was reported that:
  - The name 'Graduate College' is preferred over 'Graduate Student College', but the name will be carefully considered during the proposal development process, as the QART also flagged the name for review
  - It is possible that the name may change in the future, in honour of a major donor
  - The term 'college' has several meanings, and Massey College at the University of Toronto and Green College at the University of British Columbia were cited as examples of residential colleges with strong reputations
  - It is intended that students from across all disciplines will be included in the Graduate College's activities, and that the admission committee considers excellence, leadership and breadth. It was emphasised that 'excellence' and 'leadership' are defined carefully in order to overcome bias and be inclusive.
  - The plan to provide the Head/Director of the Graduate College with an additional stipend will be addressed in the forthcoming proposal

**Moved/Seconded**

That the General Faculties Council approve a one year extension of the Graduate College pilot project to June 30, 2019, as recommended by the Academic Planning and Priorities Committee.

**Carried**

**Moved/Seconded**

That the General Faculties Council direct Management to move forward with a proposal to create a Graduate College at the University of Calgary, as recommended by the Academic Planning and Priorities Committee.

**Carried**

## 11. General Faculties Council Bylaws

Documentation for this item was circulated with the Agenda. Elizabeth Cannon and Susan Belcher, University Secretary, presented this item.

### Highlights:

- The proponents reported that the GFC Terms of Reference require revision to more clearly establish operational rules and formalize processes, and the GFC Bylaws are proposed to address this. The draft GFC Bylaws were developed taking into account the GFC's current Terms of Reference and other foundational documents, and based on consideration of the bylaws of a number of other universities and governance best practices.
- The proponents then reviewed the draft GFC Bylaws section by section
- Discussion included:
  - The authority of the BG does not extend to all of the GFC's powers, and the term "academic affairs" is vague. It was noted that the wording reflects the wording in the Post-Secondary Learning Act (PSLA) and it was agreed that a reference to Section 26 of the PSLA, which lists the GFC's powers in detail, will be added to this paragraph to address the concern
  - Detailed bylaws will provide consistency, transparency and clear processes and ensure that the GFC is deciding its own operations
  - While it may be desirable to have flexibility in filling GFC membership seats, it is intended that a member appointed by a unit be *from* the unit in order to ensure that an authentic perspective is being brought to discussions
  - The GFC Bylaws in respect of the PSLA requirement "*The Faculty... may elect from the full-time members of the academic staff*" have been drafted to allow for alternate methods of selection because some Faculties currently select their representatives through other internal processes, however it was expressed that the PSLA does not support this flexibility and so this wording will be re-considered
  - It was suggested that the wording of the GFC Guidelines for Issues Brought to the GFC for Action be incorporated into the GFC Bylaws rather than being referenced as a separate document
  - It was requested that Nathan's Company Meetings be deleted as a source for the Chair to seek information on the conduct of meetings, as it is considered too corporate-oriented for a post-secondary institution
  - It was suggested that, to make it easier for GFC members to report back to their units, the draft GFC minutes could be made available to members. The University Secretary emphasised that a body owns its minutes, and that draft minutes are not circulated because they have not been approved by the GFC and so are not an agreed-to record of the meeting or official minutes until approved.
- The GFC considered whether the option to hold in-camera meetings is desired, and, while there were opinions expressed for and against, it was determined that there is not appetite to include this in the GFC Bylaws at this time
- In response to questions, it was reported that:
  - The PSLA sets out the required membership of the GFC, and the GFC has the ability to appoint some of its membership

- The current GFC Terms of Reference do not provide for some of the operations of the GFC that have been included in the proposed GFC Bylaws, such as the filling of member vacancies, scheduling of meetings, quorum, voting, and record-keeping
- Some of the operations covered by the new GFC Bylaws have come up and have required handling on the fly due to a lack of clear guidance in the GFC Terms of Reference
- Section 4 of the GFC Bylaws states that the Vice-President (Research) will act as the Chair of the GFC in the absence of the Chair and the Vice-Chair. Section 7 states that, in the event that both the Chair and the Vice-Chair are unable to attend a specific meeting, then the Chair shall designate an ex officio member to chair that meeting. One section deals with the Chair responsibilities generally and the other relates to chairing a specific meeting.
- Quorum for the GFC is legislated as one-half of the members and the legislation does not allow the GFC to specify quorum as including certain members, such as a proportion of academic staff members. The GFC currently has an odd number of members, and so quorum is counted by rounding up.
- The proponents encouraged members to submit any additional feedback directly to the University Secretary, or to meet with the University Secretary to discuss the proposed bylaws

## **12. Results of the 2018 GFC Member Survey**

Documentation for this item was circulated with the Agenda. Elizabeth Cannon and Elizabeth Sjogren, Governance Coordinator (General Faculties Council Lead), presented this item.

Highlights:

- The presenters reviewed the report on the 2018 GFC Member Survey, specifically noting:
  - Safety Moment: Some members expressed frustration with the Safety Moment, and so it will be suggested that topics that help foster a culture of safety on campus should be prioritised
  - Governance Understanding: The University Secretariat will continue to offer orientation sessions and provide a variety of information on the Secretariat's webpage
  - Attendance at GFC Meetings: To improve attendance at GFC meetings, members on leave, or members who teach during the GFC meeting time period, will be asked to draw this to the attention of their Dean's Office, so that they can be temporarily or outright replaced as Faculty representatives
- There were no questions or comments

## **13. Student Experience Update**

Dru Marshall and Susan Barker, Vice-Provost (Student Experience), presented this item.

Highlights:

- The presenters provided an overview of recent National College Health Assessment and National Survey of Student Engagement results, and an update on initiatives relating to the student experience



- The presenters emphasised that it is important to students' well-being that they feel that they belong to a campus community. Interactions are encouraged through means such as participating in student clubs, involvement in Faculty cohorts, Active Living, residence communities, and gathering in social spaces.
- The presenters reported that the University specifically targets vulnerable students through a variety of supports for Indigenous, international, and disabled students, and that the University strives to be a Community of Scholars through programs such as the Scholars Academy, Chancellor's Scholars, Academic All-Canadians, and Graduate College
- The presenters reported that the University provides services for all students, from recruitment to convocation, and that there are also programs in place to help students transition to the workforce
- There were no questions

#### **14. Annual Reports**

- a) GFC Executive Committee Meeting**
- b) Academic Planning and Priorities Committee Meetings**
- c) Research and Scholarship Committee Meeting**
- d) Teaching and Learning Committee Meeting**

Documentation for this item was circulated with the Agenda.

There were no questions.

#### **15. Standing Reports**

- a) Report on the May 25, 2018 GFC Executive Committee Meeting**
- b) Report on the May 14, 2018 Academic Planning and Priorities Committee Meeting**
- c) Report on the May 29, 2018 Research and Scholarship Committee Meeting**
- d) Report on the May 31, 2018 Teaching and Learning Committee Meeting**
- e) Report on the May 29, 2018 Senate Meeting**
- f) Report on the May 25, 2018 Board of Governors Meeting**
- g) Policy Development Update**

Documentation for this item was circulated with the Agenda.

In response to a question, it was reported that the persons in the pool of Student Academic Appeals Committee (SAAC) members were not asked if they were willing to have their terms extended by the GFC Executive Committee. When a SAAC hearing is needed, select persons from the pool are asked to participate, and can decline to do so if not available.

#### **16. Cannabis Policy**

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

**17. Other Business**

There was no other business.

**18. Adjournment**

**Moved/Seconded**

That the General Faculties Council adjourn the June 14, 2018 meeting.

**Carried**

The meeting was adjourned at 3:40 p.m.

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Susan Belcher  
University Secretary