



UNIVERSITY OF
CALGARY

GENERAL FACULTIES COUNCIL

Approved Minutes

Meeting #584

Thursday, October 11, 2018, 1:30 p.m.

Science Theatre 147

Voting Members

E. Cannon, Chair	R. El-Hacha	B. Maini	G. Shimizu
D. Marshall, Vice-Chair	R. Ellaway	M. Mansouri	J. Sieppert
B. Adams	J. Ellis	J. Meddings	R. Sigurdson
S. Barker	A. Estefan	T. Miller	D. Sinasac
B. Barton	E. Favaro	A. Murray	B. Singh
M. Bauer	S. Franceschet	G. Nelson	D. Slater
T. Beattie	M. Gillies	M. Nguyen	J. Thundathil
B. Becker	S. Greenway	M. O'Brien	A. Timm
J. Bergerson	S. Grewal	B. Paris	J. Towers
I. Brodie	W. Hartwell	D. Paskevich	H. Warsame
E. Burgess	D. Hodgins	J. Rabi	J. Watson Hamilton
E. Carr	I. Holloway	S. Raj	P. Werthner
M. Chin	M. Hynes	R. Ramdhaney	D. Westwick for W. Rosehart
C. Cho	A. Imran	L. Reid	B. Wylant
L. Dalgetty	M. Iskander	M. Reid	L. Young
S. Davidson	D. Kenyon	J. Revington	
A. dela Cruz	J. Lock	L. Rigg	
S. Eaton	E. McCauley	P. Rogers	

Guests

Andy Knight, Academic Co-Chair, Research and Scholarship Committee – present for Item 7

Dawn Johnston, Academic Co-Chair, Teaching and Learning Committee – present for Item 7

Karen Jackson, General Counsel – present for Items 9 and 10

Deborah Book, Legal Counsel – present for Item 9

Observers

S. Ally, Policy Analyst, Students' Union

M. Bogdan, Faculty Association

J. Gobran, Research Assistant, Students' Union

C. Johns, Senior Director - Academic and International Strategies

J. Ruwanpura – Vice-Provost (International)

Secretary

S. Belcher

Scribe

E. Sjogren

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

1. Annual Address of the Chair

The Chair made the following opening remarks:

- New members of the General Faculties Council (GFC) were welcomed to their first GFC meeting, and in particular, Sandra Davidson, Dean of the Faculty of Nursing, and Paul Rogers, President of the Faculty Association, were introduced
- A provincial election will be held in the Spring of 2019, and a federal election will be held in the Fall of 2019
- Representatives of the University have been having conversations with persons in the provincial ministries of Advanced Education and Treasury Board and Finance with respect to budgeting, particularly about the need for stable, predictable funding for post-secondary institutions and the need for backfill funding if tuition will continue to be frozen
- The U15 subset of the Universities Canada organization have each been developing a pre-budget advocacy submission for the federal government's Standing Committee on Finance. Areas of dialogue include: 1) work integrated learning, 2) Indigenous post-secondary capacity and access, 3) action and investments arising from the Fundamental Science Review, 4) the Go Global initiative to support students in having an international experience, and 5) the Research Support Fund (previously known as the Indirect Costs of Research Program).
- Municipally, there will be an Olympics-hosting plebiscite conducted on November 13. If the City of Calgary is chosen to host the 2026 Olympics, the Olympic Oval and McMahon Stadium facilities will be used, and these will need upgrading. The University will also consider additional ways to contribute, if the City hosts.

The Chair included the following in her Annual Address to the members of GFC:

- The 2018 Community Report is available on the University's webpage. It shares stories about recent successes, and provides an update on progress toward the three *Eyes High 2017-2022* foundational commitments.
- The University's Academic Plan and Research Plan, renewed for 2018-2023, each have priorities and key performance indicators. These documents, in conjunction with the University's annual Comprehensive Institutional Plan, are used to set work plans and performance plans. Of the University's 37 key performance indicators, 31 can be compared to data for the country's top universities. For 16 of these 31 comparable key performance indicators, the University ranked within the top 5 institutions in the country.
- Recent successes include:
 - Launching new programs such as the Master of Engineering in Software Engineering and certificates and diplomas in Data Science
 - Opening the Hunter Hub for Entrepreneurial Thinking, the Creative Destruction Lab, and the International Microbiome Centre
 - Announcing a \$20 million donation to construct Matheson Hall for the Haskayne School of Business
 - Walter Herzog receiving the University's first Killam Prize since 1991
 - Beginning to implement the Indigenous Strategy
- The *Energize* fundraising campaign has raised \$1.06 billion since 2011, with more than 25,000 donors to date. Giving Day 2018 was very successful, with \$950,000 raised that day.

- Priorities for 2018-2019 include:
 - Renewal of the Graduate College
 - Development of an Experiential Learning Plan
 - Creation of an equity, diversity, and inclusion dashboard
 - Identification and onboarding of new cross-cutting research themes
 - Enhanced activity at the University Research Park
 - Development of the Residence Strategy
 - Rolling out the Alumni Engagement Strategy
 - Implementation of the Landscape Master Plan
 - Renewal of the Climate Action Plan
 - Policy review and revision, such as the Student Academic Misconduct Policy and Student Non-Academic Misconduct Policy

2. Remarks of the Vice-Chair

The Vice-Chair included the following in her remarks:

- Members of the campus community were thanked for attending recent events, such as the Community Report on September 26, 2018
- The Copyright Act remains under review by the federal Standing Committee on Industry, Science and Technology (INDU), and an announcement is expected in the Fall. The new North America Free Trade Agreement between the United States, Mexico and Canada, USMCA, will impact copyright and costs to institutions significantly, such as by increasing the copyright period from 'lifetime + 50 years' to 'lifetime + 70 years'. The University is an Access Copyright opt-out institution, and instructors are reminded to work with the University's Copyright Office to ensure the copyright compliance of their course materials.
- Units are currently preparing their annual budgets, and then these will roll up to the Vice-Presidents in November
- It is expected that the provincial government will pass a regulation or act relating to post-secondary tuition early in the next sitting at the Legislature
- The provincial government passed the Growth and Diversification Act in the spring of 2018. In part, the Act will provide for the funding of high-technology post-secondary training through scholarships and additional student spaces, with particular emphasis on education in the fields of computer and information systems, software design, programming, artificial intelligence, quantum computing, health innovation, and clean and renewable technology. Over 3,000 new or expanded student spaces will be added over 5 years, and the Talent Advisory Council on Technology, which includes the University's Provost and Vice-President (Academic) as a member, will advise the provincial government on this.
- An event was held on October 10, 2018 to recognize the recipients of the 2018 Program for Undergraduate Research Experience (PURE) awards. The funding for the PURE awards was doubled this year, and the recipients conducted research for 8-16 weeks between May and August 2018.

In response to a question, it was reported that the majority of this September's 406 new technology-education student seats went to the Southern Alberta Institute of Technology (SAIT) and the Northern Alberta Institute of Technology (NAIT), but the University received funding for 40 additional seats in the Master of Engineering, Software program and it is expected that the University will receive additional seats in the next round of funding.

3. Question Period

In response to a question submitted by a GFC member, the Vice-President (University Relations) explained that the University does not consider the Calgary Pride event to be a partisan political activity, but rather to be a community event. Approximately 450 members of the University community participated in the parade, and it is intended that the University will participate again in the future.

The member observed that the Calgary Pride organizing committee refused to allow Alberta's official opposition party to participate in this year's event, noted that this party could be the governing party next year, and questioned whether University officials are concerned about participating in an event that may exclude the governing party. The Vice-President (University Relations) stated that the organizing committee's decisions have nothing to do with the University, and the Chair noted that, while the University must be thoughtful about the events it supports, this would not impact the intention to participate.

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 "Certificate of Recognition (COR) Maintenance Audit, 2018".

5. Approval of the June 14, 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 June 14, 2018 be approved.

Carried

6a. Election of One Academic Staff Member as the Member of the Board of Governors Nominated by GFC

6b. Election of Two Academic Staff Members to the Advisory Search Committee for a Dean of the Werklund School of Education

Documentation for this item was circulated with the Agenda.

The following persons were elected:

- a. Member of the Board of Governors Nominated by GFC
Joule Bergerson, Engineering

- b. Advisory Search Committee for a Dean of the Werklund School of Education
Nicole Culos-Reed, Kinesiology
Aruna Srivastava, Arts

7. Approval of the 2018-2019 Work Plans

- **GFC Executive Committee (EC)**
- **Academic Planning and Priorities Committee (APPC)**
- **Research and Scholarship Committee (RSC)**
- **Teaching and Learning Committee (TLC)**

Documentation for this item was circulated with the Agenda. Elizabeth Cannon, EC Chair, Dru Marshall, EC Vice-Chair and APPC Co-Chair, Ed McCauley, RSC Co-Chair, Andy Knight, RSC Academic Co-Chair, Leslie Reid, TLC Co-Chair, and Dawn Johnston, TLC Academic Co-Chair, presented this item.

Highlights:

- The Chair reported that the work plans set out the anticipated business for the committees, and that additional business for these committees will emerge as the year progresses
- There were no questions

Moved/Seconded

That the General Faculties Council (GFC) approve the 2018-2019 Work Plans for the GFC Executive Committee (EC), Academic Planning and Priorities Committee (APPC), Research and Scholarship Committee (RSC), and Teaching and Learning Committee (TLC), in the forms provided to the GFC, and as recommended by the EC, APPC, RSC and TLC respectively.

Carried

8. Approval of the Proposed New GFC Bylaws

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

Highlights:

- The Chair reported that revisions to the proposed new GFC Bylaws have been made in the time since the GFC reviewed the bylaws at its June 14, 2018 meeting, and that the changes made in response to the feedback received from the GFC, a GFC member, and the GFC Executive Committee are indicated with tracked changes
- The University Secretary then reviewed the changes, section by section, and in particular noted that the *Guidelines for Issues Brought to GFC for Action* have not been incorporated into the bylaws as the GFC Executive Committee has requested that the guidelines be reviewed and updated
- In response to a question, it was confirmed that the informal GFC Handbook, which includes a collation of GFC practices, will be superseded by the GFC Bylaws
- Discussion included that:
 - The GFC has longstanding commitments to transparency and collegial governance

- These commitments are reflected in the new GFC Bylaws, which require open meetings, state that GFC records are not confidential, and include behavioural expectations that promote collegiality
- The GFC also requires that Committees report their activities to GFC, GFC and GFC Committees' approved minutes are posted on the Secretariat website, GFC members are encouraged to consult others on matters before GFC and, where possible, items are brought multiple times to the GFC
- The GFC then held a lengthy discussion regarding the open call for individuals for GFC appointments and elections and the posting of GFC meeting packages on the Secretariat website, following which GFC agreed that:
 - The University Secretariat will make an open call for individuals interested in serving for GFC appointments and elections through a notice in UToday
 - Following each meeting of the GFC, meeting materials for that meeting will be posted on the Secretariat website and the GFC Bylaws will be revised to reflect this
- In response to a suggestion that the Vice-Provost (Indigenous Engagement) be appointed as a member of the GFC, it was agreed that, before a formal consideration of this suggestion, the impact of this change on the ratio of academic staff members to other members of the GFC be reviewed to ensure that GFC maintains a majority of academic staff members on the GFC

Moved/Seconded

That the General Faculties Council (GFC) approve the new General Faculties Council Bylaws, in the form provided to the GFC and as recommended by the General Faculties Council Executive Committee, with the requested amendment.

Carried**9. Alcohol Policy**

Documentation for this item was circulated with the Agenda. Karen Jackson, General Counsel, and Deborah Book, Legal Counsel, presented this item.

Highlights:

- The proponents reported that the Alcohol Policy does not introduce significant changes in terms of practices at the University, that the policy is written in the spirit of harm reduction and to minimize liability, and that the policy aims to clearly define what is considered a 'University event'.
- The GFC discussed that:
 - The Alcohol Policy will be useful for units' events planners
 - Consideration could be given to adding a student to the membership of the policy's Oversight Committee
 - Section 4.36, which sets out that "Anyone who reports alcohol use in contravention of this policy in order to seek emergency medical assistance will not be subject to disciplinary action", needs clarification, as it is not clear whether the person reporting, the person being reported, and any bystanders will all be free from disciplinary action. It was also discussed whether this clause might trigger harmful alcohol-related behaviour in order to avoid possible disciplinary action. The proponents emphasised that simply being

intoxicated on campus is not considered a violation, that misconduct and egregious behaviour will not be excused, and that this clause is intended to ensure that people will not hesitate to seek medical help if it is needed. It was noted that people will still be subject to external civil and criminal actions, if applicable.

- In response to questions, it was reported that:
 - Judgement calls will need to be made in some cases, when determining whether an event is a 'University event'. Similarly, judgment calls will need to be made with respect to the permissibility of events that are centered around alcohol consumption, such as a wine-tasting appreciation event versus an evening of drinking games.
 - The phrase "University controlled digital channels" is referring to advertising using web platforms and social media
 - Section 4.22 does not refer to specific University policies, as there may be other relevant policies developed in the future
 - The requirements for abstention by persons in charge and first aiders are different for a field station than for a 'University event'
 - One designated driver per vehicle at a field station is necessary in case there is a need to evacuate the facility
- The Chair reported that the approval authority for the Alcohol Policy is the Vice-President (Finance and Services), and the approved policy is expected to return to the GFC at its December meeting, for information.

10. Revised University Code of Conduct

Documentation for this item was circulated with the Agenda. Karen Jackson presented this item.

Highlights:

- The proponent reported that the University is required by the province's Ethics Commissioner to develop of the Code of Conduct, as the University must comply with the province's Conflict of Interest Act, and that consequently the University does not have much flexibility with respect to the content of the Code of Conduct
- The proponent reviewed recent revisions to the Code of Conduct, including that the limit for gifted conference-related expenses is now set at \$8,000 for a single conference and \$16,000 from one source in a calendar year. It was noted that exceptions to these limits may be approved by an Executive Leadership Team Manager, and that for most people this will be the Provost and Vice-President (Academic).
- The proponent reported that it is known that the Ethics Commissioner will be making some additional revisions, including that the cash value limit for event invitations (Section 4.20) will be set at \$400 per year rather than \$1,000 per year
- In response to questions, it was reported that:
 - Gift-cards are considered equivalent to cash, and cannot be accepted as gifts by employees, academic staff members, appointees and volunteer appointees except as described in Section 4.19

- Article 13 of the Collective Agreement supersedes any requirements of the Code of Conduct and is included as Section 6 (it was determined that a link to Article 13 is not sufficient)
- Section 4.19 applies if a person is attending a conference or event, and Section 4.22 applies if a person is invited to speak at a conference or event
- If a person were to refuse an honoraria, but request that the money be donated instead, such as to the University's Endowment Fund, this would not be considered a gift to the individual as long as a tax receipt is not issued in the person's name
- Volunteers are only considered to be a 'volunteer appointee' if their volunteering is formalized and they have received an appointment letter
- The GFC discussed:
 - That Section 4.12, which requires that employees, academic staff members, appointees and volunteer appointees are to disclose any supplementary employment or appointment to their Manager, in order to be assessed for possible conflict of interest, may generate significant administrative burden
 - The proponent reported that no bureaucratic process will be put in place for this, and that the campus community will simply be expected to report supplementary work. The Manager may not refuse the supplementary employment or appointment unless there is a clear conflict of interest.
 - The proponent confirmed that this section applies to outside professional activity and appointments, such as to boards, panels and societies, as well as to remunerative jobs because this section addresses concerns about conflict of interest and drawing persons away from their University duties
 - The proponent further confirmed that there is no limit to how much money can be earned through supplementary employment
 - That conference-related gifts, under Section 4.22, includes airfare, accommodation, registration fees, meals, and related incidentals, even if these would have been paid for from another source rather than an individual's own money
 - That a variety of persons within the Comprehensive Academic and Research Institutions (CARI) sector have had meetings with representatives of the provincial government, to try to communicate the impacts that the Code of Conduct will have on our sector, but the government stands firm that this is what the public wants. The impacts will be especially complex for persons in the Cumming School of Medicine and their work with Alberta Health Services, and this must be impressed upon the government.
 - That members of the campus community must be prepared to be audited for compliance with the Code of Conduct
- The Chair reported that, after the Board of Governors approves the Code of Conduct, the Ethics Commissioner will have final approval. The Code of Conduct must be implemented by April 2019.
- The proponent indicated that an FAQ site, with examples, will be prepared in order to help people understand what is and is not permissible under the Code of Conduct, and where they can go for advice

11. Standing Reports

- a) Report on the September 5 and 25, 2018 GFC Executive Committee Meetings
- b) Report on the September 10 and October 1, 2018 Academic Planning and Priorities Committee Meetings
- c) Report on the September 20, 2018 Teaching and Learning Committee Meeting
- d) Report on the September 20, 2018 Senate Meeting
- e) Policy Development Update

Documentation for this item was circulated with the Agenda.

There were no questions.

12. Other Business

There was no other business.

13. Adjournment

Moved/Seconded

That the General Faculties Council adjourn the October 11, 2018 meeting.

Carried

The meeting was adjourned at 3:45 p.m.

Susan Belcher
University Secretary