



UNIVERSITY OF  
CALGARY

**GENERAL FACULTIES COUNCIL**

Approved Minutes

Meeting #591

Thursday, June 13, 2019, 1:30 p.m.

Science Theatre 147

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***Voting Members***

E. McCauley, Chair	M. Gavrilova	A. Murray	A. Saweczko
D. Marshall, Vice-Chair	D. Gereluk	M. O'Brien	J. Sieppert
M. Abdelsamie	M. Ghaderi Debkordi	D. Paskevich	D. Sinasac
O. Alp	P. Gimby	N. Peters	D. Slater
S. Barker	J. Gotta	J. Pieper	M. Soto Rubio for J. Brown
M. Bauer	I. Holloway	Q. Pittman	D. Souraya
B. Becker	F. Jalilehvand	R. Ramdhaney	A. Timm
I. Brodie	J. Jenkins	L. Reid	T. Tombe
A. Buret	Y. Koskinen for J. Dewald	M. Reid	J. Towers
E. Burgess	S. Kozak	J. Revington	J. Watson Hamilton
C. Cho	S. LeBlanc	L. Rigg	S. Weaver
K. Dang	J. Lock	P. Rogers	P. Werthner
A. dela Cruz	K. Lukowiak	C. Rohr	R. Yates
G. East	B. Maini	W. Rosehart	S. Zarezadeh
J. Ellis	B. Miao	M. Sahota	

***Guests***

F. Strzelczyk, Deputy Provost – present for Item 8  
C. Johns, Senior Director, Academic & International Strategies – present for Item 8  
B. Evelyn, Vice-Provost (Planning and Resource Allocation) – present for Item 11  
L. Boyer, Senior Institutional Analyst, Office of Institutional Analysis – present for Item 11

***Observers***

H. Abbas, Students' Union  
D. Berko, Advisor, Strategic Initiatives, Mount Royal University  
E. Cortens, Manager of Academic Initiatives, Mount Royal University  
J. Krygier, Faculty Association  
M. Lopes, Graduate Students' Association  
C. McVie, Provost's Office

***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. Conflict of Interest Declaration**

No conflicts were declared.

**2. Remarks of the Chair**

The Chair included the following in his remarks:

- This is the final General Faculties Council (GFC) meeting for several of the academic staff members, and all were thanked for their service. Dianne Gereluk, Dean, Werklund School of Education, and Stacy Kozak, Management and Professional Staff representative, were welcomed to their first meeting as members of GFC.
- Members were thanked for their participation in the June 3-7, 2019 convocation ceremonies, and the Registrar's team was acknowledged for their efforts to put on this important event for the graduates and their families
- The provincial government has been enacting the priorities set out during the May 22, 2019 throne speech, including actions supporting job-creation and tax reform, and this will continue through the summer. University representatives meet next week with representatives of the government, and will continue to promote the University as important to the province.
- Laura Rios Carreno, a Master's student in Chemical and Petroleum Engineering and winner of the University's 2019 Three Minute Thesis (3MT) competition, recently won the People's Choice award in the Canadian national 3MT competition

**3. Remarks of the Vice-Chair**

The Vice-Chair included the following in her remarks:

- The University's ad hoc committee struck to address the issues relating to student/academic staff relationships will now be chaired by Lesley Rigg, Dean of the Faculty of Science, and there will be a report presented to GFC in the Fall
- The Office of Diversity, Equity and Protected Disclosure, created in 2013, recently underwent an external review, and some recommendations will be brought to GFC in the Fall for consideration

**4. Question Period**

There were no questions.

**5. Safety Moment**

Documentation for this item was circulated with the Agenda. Bart Becker, Vice-President (Facilities), reported that the University's residence buildings are the first to have been checked for radon and have been remediated as necessary, and there is a program in place to check all of the University's buildings over time.

**6. Approval of the May 16, 2019 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 16, 2019 be approved with the requested amendment.

**Carried****7. Elections**

- a) **Election of Two Academic Staff Members to an Advisory Selection Committee for a Dean and Vice-Provost (Graduate Studies)**
- b) **Election of Two Academic Staff Members of GFC to the GFC Executive Committee**

Documentation for this item was circulated with the Agenda. The following persons were elected:

**Advisory Selection Committee for a Dean and Vice-Provost (Graduate Studies)**

Lisa Hughes, Arts  
Cathy Ryan, Science

**GFC Executive Committee**

Mary O'Brien, Arts  
Sarah Eaton, Education

**8. Approval of the Non-credit Professional and Continuing Education Credentials Framework**

Documentation for this item was circulated with the Agenda. Florentine Strzelczyk, Deputy Provost, Christine Johns, Senior Director, Academic and International Strategies, and Sheila LeBlanc, Director, Continuing Education, presented this item.

Highlights:

- The proponents reported that the provincial government is developing a non-credit credentials framework, but the University is creating one now because it is needed in order to achieve clarity, standardization, and consistency in the University's offerings. The proponents then reviewed the development process for the University's non-credit credentials framework.
- Discussion included:
  - That the definitions of certificate and diploma should be strengthened in order to make clear the differences between them
  - The distinctions between credit and non-credit programs, and professional and professional executive programs
- In response to questions, it was reported that:
  - If any programs do not appear to fit within the new framework, this will be addressed
  - The University also has a credit credentials framework, which includes graduate certificates

- Destiny One is the system for registration in non-credit programs
- A revenue model for non-credit credentials is in development and will be taken to the Board of Governors for approval
- Non-credit credential program proposals will move through the GFC's program approval system, and will be approved by the Academic Planning and Priorities Committee (APPC). Non-credit programs do not need to move forward to the Ministry for approval.

#### **Moved/Seconded**

That the General Faculties Council (GFC) approve the University of Calgary Non-credit Professional and Continuing Education Credentials Framework, in the form provided to the GFC, and as recommended by the Academic Planning and Priorities Committee, with consideration of the suggested amendments to the document.

**Carried**

#### **9. Recommendation of the 2019-2022 Comprehensive Institutional Plan (CIP): Goals, Priority Initiatives & Expected Outcomes**

- **Appendix B: Enrolment Plan and Proposed Programming Changes**
- **Appendix C: Research, Applied Research and Scholarly Activities**
- **Appendix D: Underrepresented Learners**
- **Appendix E: Community Initiatives and Regional Stewardship**
- **Appendix F: Government Priorities: Sexual Violence Prevention and Student Mental Health**
- **Appendix G: Internationalization**

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

#### Highlights:

- The proponent reviewed the purpose of the University's Comprehensive Institutional Plan (CIP), and reported that the entire CIP, including the budget and information technologies appendices, will be presented to the Board of Governors for approval at its June 21, 2019 meeting
- The proponent remarked that changes made to the CIP since it was discussed by GFC at the May meeting are highlighted in yellow
- The GFC then discussed the CIP main chapter and provided appendices section by section:

#### Goals, Priority Initiatives & Expected Outcomes

- In response to a question, it was explained that the performance metric “% of operating budget spent on student experience” is one of the Academic Plan/Research Plan metrics that was approved by GFC. This metric is mapped to the “Enhance and Support a Learning Culture” goal of the CIP because an attempt is being made to link the University's existing strategic plan metrics to the CIP rather than developing new metrics.
- It was noted that the above metric is standard across Canada, and is used to compare institutions
- It was reported that a CIP dashboard will be created, and this will illustrate a number of metrics

- In response to a question, it was confirmed that undergraduate research projects are often interdisciplinary

#### Enrolment Plan and Proposed Programming Changes

- The proponent remarked that the table setting out programs under development must include all programs being considered at the University, and that all of these may not end up at the approval stage. In order to be considered by the Ministry, a program proposal must have previously appeared in the CIP's Programs under Development table.
- In response to a question, it was explained that 'Chemical and Petroleum Engineering' and 'Chemical Engineering' both appear in the Graduate Studies - Masters tables likely because one is the Master of Engineering specialization and one is the Master of Science specialization, but that the Registrar will look into this to confirm. The proponent noted that these tables are structured to match the government's degree codes.
- In response to a question, it was confirmed that the certificate and diploma statistics are for credentials that fall into the University's credit credentials framework

#### Research, Applied Research and Scholarly Activities

- There were no questions

#### Underrepresented Learners

- Examples of the experiences of Indigenous students were discussed

#### Community Initiatives and Regional Stewardship

- The proponent confirmed that additional text relating to the Arts disciplines will be added to the Knowledge Engagement section
- It was suggested that this appendix could reference the community physicians who work with the Cumming School of Medicine and the Faculty of Veterinary Medicine, and the proponent indicated that this will be added

#### Government Priorities: Sexual Violence Prevention and Student Mental Health

- In response to a question, the purpose of the Fall and Winter reading weeks was discussed, and the proponent confirmed that having assignments due, and exams scheduled, immediately after reading breaks is not encouraged

#### Internationalization

- In response to a question, the proponent indicated that the University's definition of student 'international experience' will be added to this appendix

#### **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: Underrepresented Learners; Appendix E: Community Initiatives and Regional Stewardship; Appendix F; Government Priorities; and Appendix G Internationalization, in the forms provided to the GFC and as recommended by either the Academic Planning and Priorities Committee or the Research and Scholarship Committee, and with the suggested amendments, and authorize the proponents to make non-substantive changes to the chapter or appendices prior to submission to the BG.

**Carried**

**10. 2019 GFC Member Survey Report**

Documentation for this item was circulated with the Agenda. The Chair presented this item.

Highlights:

- The Chair remarked that similar questions to the previous member surveys have been used for the 2019 GFC member survey, for continuity, and then highlighted the results of the survey, including the response and completion rates
- The Chair reported that possible ways to improve the functionality of ST147 will be investigated over the summer
- Discussion included:
  - It was suggested, in order to increase members' understanding of the role and work of the GFC standing committees, that one committee could be asked to verbally report on its work at each GFC meeting, in addition to the current written reports model
  - In response to a question, the Chair remarked that having GFC see substantive items twice is considered to be a good process, and that discussion and debate are encouraged

**11. Equity, Diversity and Inclusion Dashboard**

Documentation for this item was circulated with the Agenda. Dru Marshall, Bruce Evelyn, Vice-Provost (Planning and Resource Allocation), and Luc Boyer, Senior Institutional Analyst, Office of Institutional Analysis, presented this item.

Highlights:

- The presenters reported that the Prioritizing People pillar of the University's Academic Plan includes the goal to develop and implement an equity, diversity, and inclusion (EDI) plan that includes regular reporting, and that dashboards setting out the University's progress toward EDI are therefore in development. The presenters reviewed the process followed to develop the dashboards, and reported that, following the consideration of feedback from GFC and others, the report and dashboards will be finalised and brought to GFC in the Fall term.
- The presenters noted that the report on the EDI plan and the associated dashboards will be used to inform practices at the University
- The presenters then displayed the mock dashboards, and highlighted the content including student enrolment, retention and graduation data, research chairs data, academic staff hiring and population data, and non-academic staff data. The presenters reported that the finalised dashboards will be interactive, and will allow for the filtering of some data, such as by Faculty.
- Discussion included:
  - That there are challenges to releasing EDI data, as some factors, such as disability, rely on individuals to self-identify and may not be complete
  - In response to a question, it was noted that some Faculty-specific data will not be made available because small datasets could allow for the identification of individuals
  - It was suggested that the use of pie charts, rather than bar graphs, should be considered

- Whether the dashboards will be made publicly available on the University's website is still under consideration
- It was noted that the finalised dashboards should contain information about the statistical significance of the data
- It was suggested that data on nominations for major awards would be interesting in addition to the data on awards received
- That the intersectionality of the data should be assessed
- That awareness of the University's EDI data will help to shift biases within the University's culture
- In response to a question, it was confirmed that the 2017-2018 Fact Book is the most recent version published, but that the Office of Institutional Analysis will still produce an equivalent to the Fact Book in the future

## **12. Student Experience Progress Report**

Documentation for this item was circulated with the Agenda. Susan Barker, Vice-Provost (Student Experience), presented this item.

### Highlights:

- The presenter presented data focused on the undergraduate student experience, including mean admission averages and retention rates, and programs in place to support students including the Thrive Priority Support Network and Academic Turnaround Program
- In response to questions, it was reported that:
  - The students who respond to the invitation for support from the Thrive Priority Support Network see an improvement in their grades
  - The Thrive Priority Support Network focuses on first-year students identified as being in academic difficulty, and the contact with these students is made through email. It was suggested that students be telephoned if they do not respond to emails.
  - Of the students who attend the Academic Turnaround Program, 82% go on to graduate
  - The University will begin to charge for a course associated with the Academic Turnaround Program in the Fall, which will help to cover costs and may secure greater commitment from students. The administration is looking into bursary options to assist students with financial need.

## **13. Standing Reports**

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

- a) Report on the May 28, 2019 GFC Executive Committee (EC) Meeting
- b) Annual Report of the EC
- c) Report on the May 27, 2019 APPC Meeting
- d) Annual Report of the APPC
- e) Report on the May 21, 2019 Research and Scholarship Committee (RSC) Meeting
- f) Annual Report of the RSC

- g) Report on the May 30, 2019 Teaching and Learning Committee (TLC) Meeting
- h) Annual Report of the TLC
- i) Report on the May 24, 2019 Board of Governors Meeting
- j) Policy Development Update

**14. Other Business**

There was no other business.

**15. Adjournment**

The June 13, 2019 General Faculties Council meeting was adjourned by consensus.

The meeting was adjourned at 3:33 p.m.

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Susan Belcher  
University Secretary