

GENERAL FACULTIES COUNCIL  
Approved Minutes

Meeting #617

Thursday, October 6, 2022, 1:30 p.m.

ST147

**Voting Members**

E. McCauley, Chair	C. Bousman	D. Gereluk	M. MacKenzie	S. Sulemana Saaka
P. Werthner, Vice-Chair	W. Bridel	W. Ghali	A. Musgrove	A. Schmal
A. Akbari	A. Burns	A. Harvey	L. Nowell	N. Schmidt
J. Allan	W. Cai	M. Husein	E. Perrault	J. Seidel
O. Alp	O. Chapman	S. Jinnah Morsette	Q. Pittman	S. Shah
S. Amin	T. T. Chowdhury	V. Jones	T. Poffenroth	D. Stewart
T. Anderson	R. Clements	C. Joseph	J. Poissant	M. Thomas
J. Ayala	C. Cloutier	Y. Kim	J. Priest	N. van den Hoogen
K. Baetz	R. Cockett	A. Knight	C. Proudfoot	M. Van Hee
B. Barton	A. Dambrowitz	S. Lane	S. Raj	R. Walker
M. Bauer	S. Davidson	R. Lauer	L. Reid	R. Weller
S. Benseler	J. Dewald	S. LeBlanc	R. Reimer De Bruyn	H. Whitfield
J. Bergerson	D. Fine	A. Mac Namara	W. Rosehart	

**Guests**

- J. Abel, Research Data Management Specialist, Research Services – present for Item 11
- T. Barr, Associate Vice-President (Finance) – present for Item 12
- D. Book, Legal Counsel – present for Item 9
- B. Evelyn, Vice-Provost (Planning and Resource Allocation) – present for Item 12
- P. Johnston, Special Projects Administrator, Office of Institutional Analysis – present for Item 12
- L. Lewis, Director, Financial Services – present for Item 12
- T. Lier, Director, Grants, Awards and Ethics, Research Services – present for Item 11
- S. Powelson, Associate University Librarian, Technology Discovery & Digital Services – present for Item 11
- J. Purdue, Associate Vice-President (Sustainability) – present for Item 14
- J. Quin, Senior Director, Student Services – present for Item 9
- M. Smith, Vice-Provost and Associate Vice-President Research (EDI) – present for Item 10
- R. Thompson, Associate Vice-President Research – present for Item 11

**Observers**

- K. Hamilton, President's Office
- M. Hart, Vice-Provost & Associate Vice-President Research (Indigenous Engagement)
- C. Johns, Provost's Office
- J. Krygier, Faculty Association
- J. Lacasse, General Counsel
- S. Luthy, Provost's Office

**Secretary**

C. McVie

**Scribe**

E. Sjogren

**Staff**

H. Lywin

C. Tutt

The Chair called the meeting to order at 1:35 p.m. and confirmed quorum.

**1. Conflict of Interest Declaration**

There were no conflicts declared.

**2. Inclusive Practice Moment**

Ellen Perreault, Dean, Faculty of Social Work (FSW), presented a Territorial Acknowledgment and highlighted inclusive practices in her area:

- The University's Circle of Advisors advises the University on the Territorial Acknowledgment practices. Members of the University community are encouraged to think deeply when listening to a Territorial Acknowledgement.
- The FSW has moved to the third floor of the MacKimmie Tower. The Faculty has created a safe space, originally named the Indigenous Social Work Lodge but yesterday gifted the Indigenous name Kiipitoyis (Grandmother's Lodge).
- The FSW is working to engage with all of its Indigenous and equity-deserving group students
- The FSW's Wellness Elder conducts a smudging ceremony or prayer at the start of every Faculty meeting, and these are received positively. It was suggested that perhaps a smudge or similar ceremony could be conducted at the start of a future General Faculties Council (GFC) meeting, or the University's honour song could be heard at a GFC meeting.

**3. Safety Moment**

Trevor Poffenroth, Chief Information Officer, presented on the topic of cybersecurity threats:

- October is Cybersecurity Awareness Month
- A new threat being seen is Multifactor Authentication (MFA) Prompt Bombing, or MFA Fatigue, in which many authentication requests are sent to a target in hopes that they will finally accept one and give the perpetrator access to their system. Perpetrators may sometimes even call the target pretending to be from the institution and instructing the target to accept the authentication request or provide their password.
- Information Technologies (IT) is currently beginning implementation of a new multifactor product that will require users to select a two-digit number that is sent to them as part of the MFA process
- Members of the University community are reminded to only ever approve MFA prompts that they know they initiated, and are asked to report any odd system behaviour to IT
- Additional cybersecurity information is available on the IT webpage

In response to questions, it was stated that:

- Users should be prompted once per month to authenticate their Zoom login, and this does require use of a second device. If a user is being prompted more than once per month, they are encouraged to check to ensure that they have toggled the 30-day option.
- IT will assess the possibility of using a second email address to authenticate rather than using a cell phone

#### **4. Remarks of the Chair – Annual Address of the Chair**

The Chair welcomed Penny Werthner, Interim Provost and Vice-President (Academic) and GFC Vice-Chair, Todd Anderson, Dean, Cumming School of Medicine, Raylene Reimer De Bruyn, Interim Dean, Faculty of Kinesiology, Aoife Mac Namara, Dean, Faculty of Arts, Nynke van den Hoogen, Postdoctoral Association representative, Courtney McVie, University Secretary and several of the elected/appointed academic staff members of the GFC on this occasion of their first GFC meeting.

The Chair included the following in his annual address to GFC:

- Recent University achievements include the celebration of the 2021 graduates in September, participation in Calgary Pride Day, Orientation events for more than 7,000 new students, the announcement of the School of Architecture, Planning and Landscape's Civic Commons Catalyst downtown revitalization team, the Alumni Association's ARCH awards event, participation in Orange Shirt Day/National Day for Truth and Reconciliation in Canada, and the completion of a number of construction and landscaping projects on the main campus
- Members of the University community were thanked for their hard work
- Members of the University community were thanked for their feedback during the Presidential Review process
- The University has a new Chair of the Board of Governors, Mark Herman, and a new Chancellor, Jon Cornish. A new team of Deputy Provosts has been established: Sandra Davidson, Dean of the Faculty of Nursing, Bill Rosehart, Dean of the Schulich School of Engineering, and Mary-Jo Romaniuk, Vice-Provost (Libraries and Cultural Resources).
- This will be an important year for strategic planning at the University. The *Eyes High* strategy is sunseting and will be celebrated in November, and a process to develop the University's next strategic plan under the oversight of a Strategic Planning Steering Committee is launching. The Presidential Task Force on Equity, Diversity, Inclusion and Accessibility (EDIA) has been struck. Many Faculties will be renewing their own strategic plans.
- The University's efforts in transdisciplinary scholarship will continue, and the University will continue to strive to distinguish itself from other institutions
- The University ranks in the top 5 in several Canadian systems, including those measuring student scholarships and research funding, and in several of the National Survey of Student Engagement categories. The University is ranked as a Top 200 university globally, and is the #4 rated school of its age in North America.

In response to questions, it was reported that:

- The University's placement in ranking systems will fluctuate. ReSearch Infosource Inc. publishes data relating to its Canadian rankings
- Academic staff member salaries are determined by the Collective Agreement

#### **5. Remarks of the Vice-Chair**

The Vice-Chair, included the following in her remarks:

- The University's current overall enrolment numbers for Fall 2022 were reported: the student population is now 36,327, with 28,327 undergraduate students and 8,001 graduate students. The total number of students overall is up 1.9%. Graduate students have increased by 8%, and

Indigenous students have increased by 5.9%. The percentage of international undergraduates is now 13% and the graduate international percentage is 39%. Delays in processing international student visas have resulted in some students who were accepted and registered not being able to enter Canada; some of these students have either begun their studies online or have deferred their start.

- The search for a new Dean of the Haskayne School of Business is underway, and members of the University community are welcome to provide feedback as this process moves forward. One avenue to do so is through the search webpage.
- The GFC Executive Committee's Academic Staff Criteria and Processes Handbook Working Group, which is co-chaired by Sandra Davidson, Deputy Provost, and Francine Smith, Cumming School of Medicine, will begin meeting again soon

In response to a question, it was confirmed that the Indigenous student enrolment number includes both undergraduate and graduate students.

## 6. Question Period

In response to questions, it was reported that:

- The search process for a new Provost and Vice-President (Academic) will be initiated soon. This is a complex position and there are challenges across North America in this nature of hiring, and the University needs to be clear about this role before the search process starts.
- The goal to increase the graduate student population to 10,000 students includes both thesis-based and course-based students
- The Faculty of Graduate Studies has examined graduate student funding and recent changes are now being implemented. The University continues to communicate the need for increases in funding, such as federal scholarships.

## 7. Approval of the June 16, 2022 Meeting Minutes

Documentation was circulated with the Agenda.

The Chair noted that it is not necessary for members to abstain if they were not present at the June meeting. Voting to approve the Minutes is not an attestation that the Minutes are accurate – voting to approve the minutes does not require a member to have been an eyewitness to the events, but rather that they have confidence in the Secretary, the other GFC members, and the process that produced the Minutes.

### **Moved/Seconded**

That the Minutes of the General Faculties Council meeting held on June 16, 2022 be approved.

**Carried**

## 8. Elections

- **One Academic Staff Member of GFC to the GFC Executive Committee**
- **Two Academic Staff Members to the Presidential Task Force on Equity, Diversity, Inclusion and Accessibility (EDIA)**
- **Two Academic Staff Members to the Strategic Planning Steering Committee**

Documentation was circulated with the Agenda. The Chair explained that, in order that it can be confirmed that only voting members of the GFC are participating, the elections will be conducted via an electronic form and a link to this will be sent by email immediately following the meeting. Members will have until 4:00 p.m. on Friday, October 7 to follow the link and submit their votes.

No nominations from the floor were received.

Secretary's Note: *The following persons were elected:*

GFC Executive Committee:

*Melanee Thomas, Faculty of Arts*

Presidential Task force on Equity, Diversity, Inclusion and Accessibility:

*Regine King, Faculty of Social Work*

*Jennifer Adams, Faculty of Science*

Strategic Planning Steering Committee:

*Thomas O'Neill, Faculty of Arts*

*Nickie Nikolaou, Faculty of Law*

## 9. Revisions to the Sexual and Gender-Based Violence Policy

Documentation was circulated with the Agenda. Deborah Book, Legal Counsel, and Jennifer Quin, Senior Director, Student Services, presented this item.

Highlights:

- The proponents provided an overview of the revisions to the Sexual and Gender-Based Violence Policy, specifically noting that the changes are responsive to a request from the Provincial Government as part of an initiative aimed at reducing sexual violence
- In response to questions, it was reported that:
  - Any student of the University can access the resources and supports offered by the University, even if their experience did not occur here
  - Section 2 (Scope) of the policy speaks to jurisdiction, which is affected by who the respondent to a reported action is
  - The Sexual Violence Response Office currently consists of two persons
  - The policy and the Collective Agreement should be read together and work in parallel
- Discussion included that ease of access to information about the policy, procedures, and resources relating to sexual and gender-based violence should be improved

- The Chair noted that this item will return to the GFC at the November 3, 2022 meeting, for further discussion and recommendation to the Board of Governors

**10. Presidential Task Force on Equity, Diversity, Inclusion and Accessibility (EDIA) • Co-Constituting an Inspiring, Strong, Evidence-Based EDIA Strategy**

Malinda Smith, Vice-Provost and Associate Vice-President Research (Equity, Diversity and Inclusion), presented this item.

Highlights:

- The presenter reported that a task force has been established to work toward an evidence-based EDIA strategy for the University, and included that:
  - The University has held EDIA as a priority for several years, and is now positioned well to think about future goals and ambitions
  - The task force will take a SOAR (strengths, opportunities, aspirations, results) approach, and the key questions it will address are:
    - What already exists at the University for us to build on?
    - What are the EDIA aims and aspirations of the University community, including faculty, staff, students, postdoctoral scholars, and external stakeholders?
    - What metrics will we use to determine if we are achieving our EDIA goals?
  - The membership of the task force will model inclusivity and reflect the diversity of Calgary
  - The task force will establish working groups to focus on aspects of EDIA, including in teaching and learning, research and scholarship, service and community engagement, people strategies and experiences, and data analysis
  - The University's participation in the Dimensions: Equity, Diversity and Inclusion Canada pilot and the University's strategic planning priorities and foundational commitments will help inform the work of the task force
- In response to questions, it was stated that:
  - Quality and equity can coexist, and evidence does not support that pursuing diversity diminishes an institution
  - It will be necessary to examine if criteria and processes are flawed, such as with biases and prejudices, and difficult questions about how we evaluate merit must be considered
  - The goal is to submit a preliminary strategy to the President in Spring 2023
  - The term 'accessibility' is used in several ways, including in relation to physical or mental disabilities and income, and this does overlap with 'inclusion'

**11. Institutional Research Data Management (RDM) Strategy**

Documentation was circulated with the Agenda. Robert Thompson, Associate Vice-President Research, Susan Powelson, Associate University Librarian, Technology Discovery & Digital Services, Tiago Lier, Director, Grants, Awards and Ethics, Research Services, and Jennifer Abel, Research Data Management Specialist, Research Services, presented this item.

**Highlights:**

- The presenters provided an update on the development of the University's Research Data Management (RDM) Strategy, including information about the Tri-Agency RDM Policy and data management plan requirements, data deposit options, and the timeline for the posting of the University's RDM Strategy in March 2023. The presenters emphasised that Open Data is not a requirement of data deposit.
- Discussion included:
  - Clear guidelines are needed to ensure that graduate students and postdoctoral scholars maintain ownership of the data that they accrue and that the contributions of graduate students and postdoctoral scholars are acknowledged during data deposit
  - It is desirable to improve the security of data storage and to grow the use of data, and the RDM Strategy should stimulate this
- In response to questions, it was reported that:
  - There is awareness that some graduate students and postdoctoral scholars experience workload burden, there is a need for additional financial support for them, and appropriate recognition is necessary
  - The Tri-Agency will need to provide guidelines on what data must be deposited. It is currently believed that some things, such as physical laboratory notebooks and collections, are not included and that this will apply only to data in digital form.

**12. 2023-2024 University Budget Planning**

Penny Werthner, Interim Provost and Vice-President (Academic), Bruce Evelyn, Vice-Provost (Planning and Resource Allocation), and Philip Johnston, Special Projects Administrator, Office of Institutional Analysis, presented this item.

**Highlights:**

- The presenters defined the University's consolidated budget as an annual spending plan based on an estimate of revenue and expenses, explained what is different for 2023-2024 and the challenges being faced, and described the budget consultation process (September to November 2022) and the timeline for budget preparation (November 2022) and review (December 2022 to January 2023)
- The presenters reported that the University's revenues include the Campus Alberta grant, student tuition and fees, federal government grants, other Alberta government grants, donations and grants, sales, and investment income, and the University's expenses include salaries and benefits, materials and supplies, amortization of capital, scholarships and bursaries, utilities, maintenance and repairs, and the cost of goods sold. The budget supports the University's institutional vision and mandate by allocating resources to the University's highest strategic priorities.
- The GFC then engaged with a Qualtrics question asking members to identify what they consider to be the University's most important areas for allocation of funding. The results showed that the highest priorities are digital infrastructure, student supports (including mental health initiatives and supports for international students), EDI, teaching development, and student supports (financial).

- Discussion included:
  - Using resources for sustainability is at the bottom of today's Qualtrics ranking of priorities, but this may be a factor of the format of the question. The presenters remarked that exercises like today's Qualtrics question are meant to stimulate discussion.
  - The gender wage gap at the University was discussed. It was noted that two gender salary reviews were conducted jointly by the University of Calgary and the University of Calgary Faculty Association (TUCFA).
- In response to questions, it was reported that:
  - The budget consultation phase provides decision makers with information about the University community's priorities
  - The Executive Leadership Team is looking at the tuition model to evaluate the distribution of funds allocated to Faculties versus central
  - The presenters can return to the November 3, 2022 GFC meeting to further discuss the University's budget consultation

### **13. Continuing Education Enrolment Report**

Documentation was circulated with the Agenda. Sheila LeBlanc, Associate Vice-President (Continuing Education), presented this item.

Highlights:

- The presenter reported on 2022 Continuing Education enrolment, including that:
  - The enrolment count was 30,201 (with 27,450 attending online and 2,751 in-person) and with 16,300 unique learners. Classes are currently transitioning back to more in-person delivery.
  - Enrolment has grown steadily since 2018 (17,941 to 30,201), with the most growth in the delivery of corporate training/seminars and professional certifications and technology training. Continuing Education continues to offer tourism education and personal interest and wellness classes, but this is proportionately less than in previous years.
  - Continuing Education students are predominantly part-time students, 61% are between 25-44 years old, 51% are from the Calgary area, and 9% are international students from 125 countries
  - Continuing Education engages with the community through collaborations with corporate entities and community-based organizations (including the City of Calgary, Calgary Economic Development, the Calgary Foundation, the Alberta Utilities Commission, the Calgary Chamber of Commerce, the Calgary Immigrant Women's Association, Manpower AB, and others) and internal collaborations with Faculties and units
- There were no questions

### **14. 2022 Institutional Sustainability Report**

Documentation was circulated with the Agenda. Joanne Perdue, Associate Vice-President (Sustainability), presented this item.



**Highlights:**

- The presenter reviewed the framework of the Institutional Sustainability Strategy (ISS) and its goals (to advance sustainability education, to integrate sustainability in research and education, enriching engagement for sustainability, and modelling the way within administration and operations), and highlighted achievements under the ISS in 2021-2022. The presenter indicated that a reporting website will go live soon, and stories relating to sustainability will be gathered into themes.
- In response to a question, it was reported that the Sustainability office has not identified a need for enhanced food security initiatives at the University, but a gap analysis will be performed when the ISS is renewed next year and this can be considered

**15. Standing Reports**

The following documentation was circulated with the Agenda for information only:

- a) Report on the August 31, September 14, and September 21, 2022 GFC Executive Committee Meetings
- b) Report on the September 19, 2022 Academic Planning and Priorities Committee Meeting
- c) Report on the September 20, 2022 Teaching and Learning Committee Meeting
- d) Report on the September 22, 2022 Research and Scholarship Committee Meeting
- e) Report on the June 24, 2022 Board of Governors Meeting

**16. Other Business**

There was no other business.

**17. Adjournment****Moved/Seconded**

That the General Faculties Council adjourn the October 6, 2022 meeting.

**Carried**

The meeting was adjourned at 4:05 p.m.

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Courtney McVie, University Secretary