

GENERAL FACULTIES COUNCIL  
Approved Minutes

Meeting #619  
Thursday, December 8, 2022, 1:30 p.m.

ST147

***Voting Members***

E. McCauley, Chair	O. Chapman	M. Husein	J. Priest	J. Spangler
P. Werthner, Vice-Chair	R. Clements	S. Jinnah Morsette	L. Reid	J. Steele
A. Akbari	C. Cloutier	V. Jones	R. Reimer De Bruyn	D. Stewart
J. Allen	A. Dambrowitz	C. Joseph	M-J. Romaniuk	S. Sulemana Saaka
S. Amin	S. Davidson	R. Kim	W. Rosehart	M. Thomas
J. Anderson	J. Dinh	J. Knibbe	A. Schmal	P. Toohey
T. Anderson	R. Ferber	J Kortbeek	J. Seidel	V. Turpin
G. Assefa	J. Fewell	J-R. Leblanc	S. Shah	N. van den Hoogen
K. Baetz	D. Fine	A. Mac Namara	R. Sheldon	M. Van Hee
T. Beattie	D. Gereluk	M. MacKenzie	D. Slater	R. Weller
J. Bergerson	A. Harvey	E. Macphail	F. Smith	R. Yates
		R. Plume		

***Guests***

S. Cunningham, Director, Indigenous Strategy – present for Item 10  
M. Morrison, Associate General Counsel - Litigation, Student Appeals and Policy – present for Item 13  
L. Penaluna, former Coordinator, Academic Integrity Programs, Student Success Centre – present for Item 11  
R. Ross, Director, Student Success Centre – present for Item 11  
K. Wiens, Interim Senior Director - Student Wellness - Access and Support – present for Item 12  
C. Tutt, Director, University Secretariat and Student Appeals Office – present for Item 13

***Observers***

K. Hamilton, President's Office  
J. Krygier, Faculty Association  
J. Lacasse, General Counsel  
S. Luthy, Provost's Office  
J. Ruwanpura, Vice-Provost (International)  
M. Smith, Vice-Provost and Assoc. Vice President Research (Equity, Diversity and Inclusion)

***Secretary***

C. McVie

***Scribe***

E. Sjogren

***Staff***

H. Lywin

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

**1. Conflict of Interest Declaration**

No conflicts were declared.

**2. Inclusive Practice Moment**

James Steele, Vice-President (Academic) of the Graduate Students' Association (GSA), presented a Territorial Acknowledgment and then reported that:

- The GSA is campaigning to diversify the student membership on the GSA's committees in order to achieve a holistic student voice
- The GSA's Equity, Diversity and Inclusion Committee is reviewing the GSA's operations to ensure that the GSA is becoming increasingly equitable

### 3. Safety Moment

Ron Kim, Vice-President (Finance) and Chief Financial Officer, observed that there are many ways that credit card information can be stolen, including through malicious hardware, illegitimate online sites, phishing texts and email messages, and insecure public wifi. He recommended that members trust their instincts if a situation does not feel right and to check accounts frequently for fraudulent charges.

### 4. Remarks of the Chair

Ed McCauley, Chair, included the following in his remarks:

- The Mathison Hall building opening celebration was held November 4, 2022
- The Alberta Centre for Advanced Diagnostics was launched on November 7, 2022
- The Energy Transition Centre was launched on November 8, 2022
- The inaugural Space Health Research Symposium was hosted on November 17-18, 2022
- The Fall 2022 convocation ceremony and Chancellor's installation was held on November 10, 2022
- The G7 Research Summit: One Health was held November 21-23, 2022
- The University hosted the Royal Society of Canada Celebration of Excellence and Engagement from November 23-26, 2022, including the One Health in Canada Research Symposium on November 24 and the recognition of new Royal Society of Canada inductees and award winners on November 25
- The *ii' taa'poh'to'p* Indigenous Strategy annual report was presented on December 2, 2022
- The UCeed Energy Fund, the fifth start-up investment fund to be added to the UCeed portfolio, has launched
- The 2022 Community Report was presented on the main campus on November 14, 2022, on the Foothill campus on November 15, 2022, and downtown on November 16, 2022. The sunsetting *Eyes High* Strategy was celebrated and the consultation process for the University's next strategic plan was launched. The strategic planning process is managed by an oversight committee and consultation will include online surveys, workshops, and a Dropbox to collect submissions.
- The 2022 Scotiabank Giller Prize has been awarded to Suzette Mayr, Faculty of Arts
- The City of Calgary has committed \$9 million to convert downtown office space for use by the School of Architecture, Planning and Landscape
- The provincial budgeting process is underway, and University representatives have been advocating for growth of the University's Campus Alberta grant. The University's Capital Plan priorities have also been submitted to the provincial government.
- The creation of a University of Calgary and University of Alberta regional hub model for Rural Health study is being discussed with the provincial government

- A meeting with the Premier occurred on November 16, 2022. Topics of discussion included the increases demand for post-secondary, and that the University requires support for the 30,000 new student seats that are needed by 2030.
- The University has submitted a proposal to the Canada First Research Excellence Fund (CFREF) for the project 'One Child, Every Child'. It will be known later this month if the proposal will move on to the interview stage of the competition.
- Because no pressing business was being tracked for the January 12 General Faculties Council (GFC) meeting, the decision has been made to cancel this formal GFC meeting and instead hold a strategic planning workshop session for GFC members on January 12, 2023 from 1:30-3:30 p.m. on the 7th floor of MacKimmie Tower. Details will be sent to members soon. Members' input is vital towards the creation of the new strategic plan and members are encouraged to attend this workshop session.
- The members of the GFC were thanked for everything that they are doing

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

Penny Werthner, Vice-Chair, included the following in her remarks:

- The reviews of the Vice-Provost and Associate Vice-President Research (Indigenous Engagement) and the Vice-Provost (Libraries and Cultural Resources) are underway
- The search for the next Dean of the Haskayne School of Business is in progress
- The annual Academic All-Canadians Breakfast was held December 6, 2022, and 185 student athletes were recognized for their academic achievements
- Also on December 6, 2022, the University hosted a ceremony recognizing the Day of Remembrance and Action on Violence Against Women. As part of the program, the 14 women killed at L'École Polytechnique in Montreal in 1989 were named during the ceremony.
- A tuition town hall was held December 7, 2022. Students' concerns relating to tuition increases were heard, including that students are also facing inflation pressures. The Administration hoped to convey sincere care about how students are doing and shared key points within the proposal to address concerns including increased bursaries.

#### 6. Question Period

In response to a question, it was confirmed that, in relation to post-secondary funding, the importance of the student experience is communicated to the provincial government.

#### 7. Approval of the November 3, 2022 Meeting Minutes

Documentation was circulated with the Agenda.

#### **Moved/Seconded**

That the Minutes of the General Faculties Council meeting held on November 3, 2022 be approved.

**Carried**

**8. Approval of the Revisions to the 2023-2027 Academic Schedules and the Academic Schedule for 2027-2028**

Documentation was circulated with the Agenda. Amy Dambrowitz, Registrar, presented this item.

Highlights:

- The proponent provided an overview of, and the rationale for, the changes to the Academic Schedules, including that the Spring convocation week is expanded to eight days to accommodate the need for additional ceremonies, one instructional day is added to the Fall term for if the September 30, 2023 National Day for Truth and Reconciliation will be an observed day, the exam periods for the Spring and Summer terms are extended to accommodate more classes, and the start and end dates for the Spring and Summer terms have been adjusted in part to accommodate travel flexibility for Group Study programs and field schools
- The proponent noted that the Calendar and Curriculum Subcommittee has reviewed the Academic Schedules and is supportive
- In response to a question, it was reported that effort is made not to schedule exams on a weekend. However, there is a two-day break between the end of the semester and the exam period and if the exam period starts on a Monday rather than a Saturday then the exam period will end very close to the December break. It was noted that there are measures in place for if a student needs to defer an exam for a religious or other reason.

**Moved/Seconded**

That the General Faculties Council (GFC) approve the revised Academic Schedules for 2023-2027 and the Academic Schedule for the 2027-2028 academic year, in the forms provided to the GFC.

**Carried**

Clara Joseph opposed.

**9. Revisions to the GFC Bylaws**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The proponent provided an overview of the development of the revisions to the GFC Bylaws, including that the Vice-Provost and Associate Vice-President Research (Equity, Diversity and Inclusion), the Vice-Provost and Associate Vice-President Research (Indigenous Engagement) were consulted and drafted the proposed changes to section 6.2., and that the GFC standing committee co-chairs and the President of the Faculty Association were consulted about the proposed revisions. The proponent then highlighted each of the proposed revisions and the rationale for these.
- The proponent reported that two revisions that had been suggested are not being proposed: to set in section 7.3 a minimum number of academic staff members needed for quorum, and to set in section 7.7.1 that a majority (50% + 1) of the membership is needed to overturn a decision of the Chair rather than 2/3 of the membership
- Discussion included:
  - Whether members of GFC who are not members by virtue of office should also be able to designate someone to attend a meeting. It was highlighted that elected or appointed

individuals do not have delegating authority as individuals. However, it was suggested that electing/appointing bodies may elect/appoint an alternate member, and that if these bodies desire to do this there will need to be clear procedures about voting rights, access to materials, and other logistics. It was observed that units have the ability under section 3.3 to appoint a temporary replacement for a member who will be absent for three or more consecutive meetings.

- That GFC operations should be as democratic as possible and that 50% + 1 can be seen as appropriate for overturning a decision of the Chair. Concern was raised that if 60% of GFC members voted to overturning a decision of the Chair, for example, the motion would not pass. The proponent observed that it is a common practice for there to be a higher threshold of a strong representative majority for overruling a decision of the Chair, and noted that our GFC operates in a collegial manner and we have not seen an abuse of power.
- The list in section 3.1 of Faculties with undergraduate students is not exhaustive. The proponent reported that it is currently complete but a further revision to this bullet is planned to simply read *“One undergraduate student from each Faculty offering undergraduate programs, appointed by the Students’ Union”* because the School of Architecture, Planning and Landscape will soon be admitting undergraduate students and it is not desired to have to revise the GFC Bylaws again at that time.
- In response to questions, it was explained that:
  - The members who are appointed by title in section 3.1 are the Vice-Provost (Teaching and Learning), Vice-Provost (Student Experience), Chief Information Officer, and President of the University Faculty Association
  - Individual elected and appointed members of GFC cannot designate someone to attend a GFC meeting in their place. It is proposed to expand section 3.4 to include the four persons appointed by title in section 3.1 among the ex officio members who can appoint a designate.
- The Chair reported that it is expected that this proposal will return to the GFC for approval in February

#### 10. **ii' taa'poh'to'p Indigenous Strategy Progress Report/2022 Journey Update**

Documentation was circulated with the Agenda. Shawna Cunningham, Director of the Indigenous Strategy, presented this item.

##### Highlights:

- The presenter reviewed the history of the Indigenous Strategy and described its three guiding principles (Transformation, Renewal, and Shared Space) and four visionary circles (Ways of Knowing, Ways of Doing, Ways of Connecting, and Ways of Being). The presenter reported that the University is advised by Elders and Indigenous scholars, and has been gifted with several cultural gifts since 2017 including the strategy's Blackfoot name (*ii' taa'poh'to'p*), teepee designs, a song, cultural symbols, and a Winter Count Buffalo Robe.
- The presenter reviewed key indicator data, including Indigenous student population as a percentage of the total student population, the proportions of undergraduate and graduate Indigenous students, the award funding received by undergraduate and graduate Indigenous students, Indigenous student graduation statistics, the numbers of self-identified academic, Management and Professional Staff, and Alberta Union of Provincial Employees staff persons in the University's workforce, and the amount of research funding awarded to the University's Indigenous scholars. The presenter noted that across most key indicators the number of Indigenous persons and their successes are increasing,

but the presenter observed that increased representation does not necessarily mean increased inclusivity.

- The presenter reported that there are many Indigenous Strategy implementation-related initiatives at the University, including:
  - That the University's 'One Child, Every Child' CFREF grant proposal incorporates the *ii' taa'poh'to'p* concept of parallel paths in this proposed study of Indigenous child-health
  - The Office of Indigenous Engagement is piloting programs entitled *Anti-Indigenous Racism and Towards Being a Good Relative*
  - Continuing Education is developing a new certificate program entitled *Towards Truth and Reconciliation*
  - Pathways programs have been established in the Schulich School of Engineering, Faculty of Science and Faculty of Arts
  - Efforts to better display Indigenous art on the University's campuses, including that there is now a map showing where this is
- The presenter reported that the Indigenous Strategy will be formally reviewed during 2023 as it will be five years in
- In response to questions, it was reported that:
  - Self-identification is not compulsory, but students can self-identify as First Nations or Metis and this information is recorded because, for example, it can impact eligibility for some funding
  - Faculty-specific data is available and can be shared
  - Narrative information is in the full 2022 Indigenous Strategy progress report that is available online
  - Some scholarships are competitive and require high grades which leaves some students ineligible. More non-competitive entry scholarships are needed.
  - The 'One Child, Every Child' CFREF grant will allow researchers to develop a new approach to child health including with parallel paths, and this work is expected to grow significantly over time with additional funding
  - The review of the Indigenous Strategy will involve focus groups that will dialogue with Elders and will consider matters such as the respectful indigenization of the institution, enhancing the student experience and connections to Indigenous communities, addressing marginalization, and how to create better structures
  - Individuals are encouraged to have conversations within their teams about the implementation of the Indigenous Strategy. This is a complex endeavour, with the need to make thoughtful and effectual progress, address fears, and move forward in a positive way for all. It was emphasised that the Indigenous Strategy is not punitive but is a framework for positive change.
- The Chair noted that other Indigenous Strategy implementation-related achievements include that the newly-opened Mathison Hall has a space designed for holding smudging ceremonies, that a recent Social Sciences and Humanities Research Council (SSHRC) proposal was submitted in the Cree language and this was a first for the University, and that Jennifer Leason, Faculty of Arts, spoke outstandingly at the G7 Research Summit: One Health in November 2022

## 11. Student Academic Misconduct Annual Report

Documentation was circulated with the Agenda. Verity Turpin, Vice-Provost (Student Experience), and Lee-Ann Penaluna, former Coordinator, Academic Integrity Programs, Student Success Centre, presented this item.

Highlights:

- The presenters provided an overview of the Student Academic Misconduct Annual Report, noting that the Academic Discipline Group discusses the data regularly and that the data can be examined at the Faculty level. The presenters specifically reported that:
  - There are seven categories of academic misconduct: cheating, plagiarism, unauthorised assistance, failure to comply with an instructor's expectations, failure to comply with exam regulations, falsification, and fabrication. These are now reported by the Teaching Faculty.
  - The decrease in the number of academic misconduct incidents across the categories in 2021-2022 can be attributed to reasons including that students are more familiar with the Student Academic Misconduct Policy, instructors are providing clear guidelines regarding acceptable practices, and Faculties have increased visibility of academic integrity resources including the *Academic Integrity Handbook* and the University's Academic Integrity D2L site
  - There can be more than one sanction applied in a case, and the eight possible sanctions are: participation in an educational requirement (e.g. academic integrity seminar, reflective essay), F grade on the work, F grade on the course, grade reduction, disciplinary probation, suspension, expulsion from the Faculty, and expulsion from the University. The educational requirement sanction is being increasingly used. Suspension is very rare, and there were no expulsions in 2021-2022.
  - During the pandemic there were more online assessment academic misconduct incidents reported. This could in part be because new and different methods of assessment were adopted in a quick manner and some students may not have understood what is acceptable. This peak has been seen across the country.
- There were no questions

## 12. Student-at-Risk Annual Report

Documentation was circulated with the Agenda. Verity Turpin, Vice-Provost (Student Experience), and Kevin Wiens, Interim Senior Director, Student Wellness - Access and Support, presented this item.

Highlights:

- The presenters provided an overview of the Student-at-Risk Annual Report, noting that the Student-at-Risk Policy aligns with the Campus Mental Health Strategy, and reporting specifically that:
  - Effort is being made to increase capacity at the University to recognize and respond to early indicators of student distress and to indicators of high risk including self-harm and suicidality
  - There was a 25% increase in reports in 2021-2022, and these reports come from students, faculty, staff, and community members. This increase may be because more students are in need of help, but may also be because there is increased identification of these students and awareness that reporting is possible.
  - The Student-at-Risk Team is being expanded to include Student Support Advisors in the Student Success Centre and Residence Services

- Discussion included:
  - It was celebrated that the Student-at-Risk Team is doing valuable and effective work, but even more increased awareness of resources for students is still needed
  - Indigenous students, LGBTQ students, and students with disabilities can face additional stresses
- In response to questions, it was reported that:
  - The Student-at-Risk Team works with University partners including International Student Services to help students in the best way possible without jeopardizing them in other ways (e.g. dropping courses can impact visa eligibility). The University of Calgary does not have an involuntary withdrawal policy relating to prolonged absence as some institutions do.
  - In some cases, there may be link between student misconduct and mental health, and this is being studied
  - There are currently nineteen persons working in Student Wellness Services, including doctors, nurses, and counsellors. Retention of staff is difficult at this time, and recruitment and coordinated hiring efforts with other units are underway. The services offered in Student Wellness Services are being reviewed, as it is important to be strategic and intentional in meeting student needs, and wait times are being monitored. It was reported that the University also has a peer support program, with 188 trained peer mentors, which is another pathway to support for students in need.
  - Student Wellness Services offers neurodiversity support advising
  - The University's cluster-hiring initiative aligns with the four nationally-recognized equity, diversity, inclusion and accessibility (EDIA) groups (women, Indigenous peoples, visible/racialized minorities, and persons with disabilities), and an additional EDIA focus on LGBTQ persons is not included

### **13. Student Appeals Office Annual Report**

Documentation was circulated with the Agenda. Cherie Tutt, Director, University Secretariat and Student Appeals Office, and Melissa Morrison, Associate General Counsel - Litigation, Student Appeals and Policy, presented this item.

#### Highlights:

- The presenters reported that the Student Appeals Office Annual Report is now tied to the academic year to align with the other annual reports to the GFC and Board of Governors, and noted that some appeals will carry over from one academic year to the next. The presenters then provided an overview of their annual report, specifically reporting that:
  - The fewer number of appeals in 2021-2022 is because fewer decisions were made by Faculties and because academic turnaround programs have expanded and some students are choosing to do this rather than appealing
  - There were fewer appeals in 2021-2022, but many of the appeals received were complex. The proportionately highest number of appeals related to academic progression matters, and there was an increase in misconduct-related appeals during the pandemic.
  - The Faculty of Graduate Studies is working with students at the time that Required to Withdraw (RTW) decisions are made and so fewer of these cases are being appealed



- Efforts since 2019 to improve Faculty and University-level appeals processes and to provide supports to Faculties have resulted in a more robust system, and there is less opportunity to appeal a decision based on faulty process
- In response to questions, it was reported that:
  - A Faculty will consider a student's circumstances (e.g. immigration status) when making an RTW decision, and sometimes an appeal is paused and a decision is reconsidered after an appeal brings extenuating circumstances to light
  - If a student identifies that they are experiencing mental health or other issues, the Student Appeals Office will refer them to avenues for assistance
  - The design of the student ID, which is used as identification during exams, is not a matter within the control of the Student Appeal Office or Registrar's Office

#### **14. Standing Reports**

Documentation was circulated with the Agenda as 'In Package Only' for information:

- a) Report on the November 16, 2022 GFC Executive Committee Meeting
- b) Report on the October 31 and November 21, 2022 Academic Planning and Priorities Committee Meetings
- c) Report on the November 15, 2022 Teaching and Learning Committee Meeting

#### **15. Other Business**

In response to a question, the Chair indicated that pattern of alternating in-person and virtual GFC meetings will be reconsidered for the Winter semester.

There was no other business.

#### **16. Adjournment**

The meeting was adjourned at 3:57 p.m.

---

Courtney McVie  
University Secretary