

General Faculties Council  
**GFC EXECUTIVE COMMITTEE**  
Approved Minutes

Meeting 64  
September 25, 2019, 2:00 p.m.

A167

***Voting Members***

Ed McCauley, Chair  
Dru Marshall, Vice-Chair  
Mohamed Abdelsamie  
Sarah Eaton  
Mary O'Brien  
Lesley Rigg  
Trevor Tombe  
Hussein Warsame

***Non-Voting Member***

Paul Rogers

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Regrets***

Joule Bergerson  
Eloise Carr  
Jessica Revington  
Richard Sigurdson

***Guests***

Rae Ann Aldridge, Associate Vice-President (Risk) – for Item 5  
Yat-Sing Cheng, Director, Enterprise Risk Management – for Item 5

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The Chair called the meeting to order at 2:00 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the September 25, 2019 General Faculties Council Executive Committee meeting be approved.

**Carried**

**2. Remarks of the Chair and Vice-Chair**

The Chair included the following in his remarks:

- The Community Report will be presented tomorrow, at the Foothills campus and then at the main campus, and this is an opportunity to celebrate the University's successes
- The provincial budget will be announced on October 24, 2019

The Vice-Chair updated the Committee on the development of the University's budget, including that the Board of Governors (BG) Budget Committee this week recommended guiding principles and a new budget process for approval by the BG Finance and Property Committee. There were no surprises in the recent McKinnon report on the province's finances, and the University is prepared to submit a fiscally responsible budget.

### **3. Approval of the September 25, 2019 Meeting Minutes**

Documentation for this item was circulated with the Agenda.

**Moved/Seconded**

That the Minutes of the General Faculties Council Executive Committee meeting held on September 4, 2019 be approved.

**Carried**

### **4. Recommendation of the 2019-2020 General Faculties Council Executive Committee Work Plan**

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

Highlights:

- The Chair reported that Item 8 on the work plan has been retitled to match the title on today's agenda, which better reflects the Committee's role: Institutional Enterprise Risk Management Program – Student Risk Review
- The Chair noted that some items will come to the committee twice, in order to allow for thorough discussion

**Moved/Seconded**

That the General Faculties Council Executive Committee (EC) recommend that the General Faculties Council approve the EC Work Plan for the 2019-2020 academic year, in the form provided to the Committee and with the reported amendment.

**Carried**

### **5. Institutional Enterprise Risk Management Program – Student Risk Review**

Documentation for this item was circulated with the Agenda. The Rae Ann Aldridge and Yat-Sing Cheng presented this item.

Highlights:

- The proponents gave the annual update on the Institutional Risk assigned to the Committee, the Student Risk. The Committee learned that a new active issue associated with the Student Risk has been identified: the need to continue to expand and support Experiential Learning opportunities for the University's students.

- The Committee discussed:
  - That the Student Risk has rigorous mitigations, including enrolment management and strengthened admission processes
  - The reasons to explain why the Student Risk has risen from tenth to eighth in the ranking of the institution's risks, including the Experiential Learning active issue and that the institutional risk scores are relative
  - Active Issue S.A.6 (Need for Ensuring Teaching Quality) and related Mitigation S.N.12, which state that new metrics for the assessment of teaching are in development. It was explained that this does not only refer to the use of the Universal Student Ratings of Instruction (USRI), but also new tools such as the Teaching Dossier.
  - That teaching quality is considered to be high, and consequently indicates a low level of threat to the University's reputation and operations, and that significantly negative course experiences are rare
  - That students' expectations rise as tuition rises, and that it is important to communicate about matters relating to the student experience such as the links between teaching and research
  - Key Risk Indicator S.Ka.7, which indicates that the graduate student proportion of total student enrolment (19.1%) is lower than the University's target (25%)
- In response to questions, it was reported that:
  - The Active Issues are self-declared by the University, and are not presented in a ranked order
  - The table setting out the Key Risk Indicators includes a description of the proposed solutions in the last column
  - The colour-coding of yellow represents that the mitigating of an issue or the meeting of a target is in progress but not complete
  - Key Risk Indicator S.Ka.9, the ratio of graduate students to faculty, includes instructors and is not limited only to faculty who are potential supervisors
  - The graduation rate for undergraduate and doctorate students meets the minimum national standard, but the master student graduation rate needs slight improvement

## **6. Statement on Free Expression**

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

### Highlights:

- The proponent reviewed the history of the Chicago Principles and the development process for the University's Statement on Free Expression. The Committee was advised that the University's Statement on Free Expression is due to be submitted to the Ministry of Advanced Education by November 15, 2019, that the Ministry will be providing feedback on the document, and that the document must be posted publicly by December 15, 2019.
- The Committee discussed:
  - That the Statement on Free Expression will complement other University policies and

- procedures, such as the Code of Conduct and the Harassment Policy
- Specific laws are not referenced in the Statement on Free Expression because these may change over time
  - The Statement on Free Expression will apply at the University's campuses (within and outside the classroom), at the University's off campus locations such as field stations, and to faculty, staff, students, and visitors
  - That hate speech, discrimination and other issues are complex, and there is a risk that marginalized people may feel further marginalized when others are free to express themselves. It was noted that providing space, such as for a speaking event, does not indicate that the University condones the content but that it supports respectful dialogue.
  - The Ministry's minimum requirements for the University's submission
- In response to a question, it was confirmed that the University is able to require that advertisements posted by predatory companies seeking students' papers and assignments be taken down

## **7. Review of the Draft October 10, 2019 GFC Agenda**

The Committee reviewed the draft October 10, 2019 General Faculties Council (GFC) Agenda.

## **8. Office of Diversity, Equity, and Protected Disclosure (ODEPD) Review and Response**

Documentation for this item was circulated with the Agenda. Dru Marshall presented this item.

Highlights:

- The proponent reported on the recent review of the Office of Diversity, Equity, and Protected Disclosure (ODEPD). The Committee learned that the response to the review includes the restructuring of the office into two areas: education and advocacy (led by a new Vice-Provost (Equity, Diversity and Inclusion)) and investigations (overseen by the General Counsel).
- The Committee discussed that:
  - The new structure should shorten the time taken to conclude investigations, and that new investigatory practices should reduce further trauma experienced by complainants
  - A sexual violence support advocate will work with complainants (if necessary), and may accompany complainants at meetings relating to sexual harassment or violence. Counselling services are available to staff and students.
  - The University's Equity and Diversity Network and Gender and Sexual Diversity Committee will continue to operate, but in updated forms
  - The Vice-Provost (Equity, Diversity and Inclusion) will collaborate with the Associate Vice-President (Research) on the University's participation in the Dimensions: Equity, Diversity and Inclusion Canada pilot program, and the investigations unit in the General Counsel's office will involve the Vice-President (Research) in research integrity investigations
  - The University is hiring two new advisors in order to increase the investigation office's capacity; external investigators will continue to be hired as needed
  - The length of time to investigate complaints will differ from case to case

- In response to a question, it was confirmed that these changes are operational and do not require the approval of the GFC

#### 9. Other Business

In response to a question, the Vice-Chair reported that the Strategic Communications team, within the office of University Relations, is responsible for the University's Twitter account.

#### 10. Adjournment

**Moved/Seconded**

That the General Faculties Council Executive Committee adjourn the September 25, 2019 meeting.

**Carried**

The meeting was adjourned at 3:09 p.m.

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Susan Belcher  
University Secretary