



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

Meeting 78  
May 19, 2021, 2:00 p.m.

By Zoom platform

***Voting Members***

Ed McCauley, Chair – arrived during Item 11  
Teri Balsler, Vice-Chair  
Joule Bergerson  
Sarah Eaton  
Meghan McDonough  
Mary O'Brien  
Renzo Pereyra  
Bill Rosehart  
April Viczko  
Hussein Warsame

***Non-Voting Member***

David Stewart

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Regrets***

Alex Paquette  
Richard Sigurdson

***Guests***

Cindy Graham, Vice-Dean, Faculty of Science – present for Item 4  
Melissa Morrison, Student Appeals Officer – present for Item 6  
Francine Smith, Co-Chair, Academic Staff Criteria and Processes Working Group – present for Item 5  
Florentine Strzelczyk, Co-Chair, Academic Staff Criteria and Processes Working Group – present for Item 5  
Cherie Tutt, Director, University Secretariat and Student Appeals Office

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The Vice-Chair called the meeting to order at 2:04 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the May 19, 2021 General Faculties Council Executive Committee meeting be approved.

**Carried**

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

The Vice-Chair included the following in her remarks:

- Joule Bergerson, Sarah Eaton, Mary O'Brien, and Hussein Warsame were acknowledged on this

occasion of their last Committee meeting, and Renzo Pereyra was welcomed on this occasion of his first meeting

- Planning for a safe return to in-person University operations in the fall is continuing. Guidelines are being developed, and it is expected that people will return to campus in a gradual manner. Some features of the virtual operations during COVID-19 might be retained in some way, such as flexible working and working remotely, and procedures are being developed. There remain some uncertainties, such as vaccination rates, and the administration will continue to communicate frequently with the University community.
- Consultation about exceptional tuition increases is continuing. The proposed increases aim for continuity in academic quality in some professional programs despite budget cuts.

The Committee discussed that the need to establish plans for the return to in-person operations as soon as possible is necessary, especially to allow students to make informed decisions, but that the end of May deadline for Faculties may prevent some innovative ideas from being developed.

In response to a question, it was reported that the exceptional tuition increases proposal will be presented to the Board of Governors on June 18, 2021 and then will be submitted to the Minister of Advanced Education for approval.

### **3. Approval of the April 28, 2021 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 April 28, 2021 be approved.

**Carried**

### **4. Approval of Changes to the Faculty of Science Faculty Council Terms of Reference**

Documentation for this item was circulated with the Agenda. Cindy Graham presented this item.

Highlights:

- The proponent provided an overview of the proposed changes to the Terms of Reference of the Faculty of Science Faculty Council, explaining that the changes align with recent administrative and technical staff restructuring and ensure that the Faculty Council's membership provides for balanced representation
- There were no questions

#### **Moved/Seconded**

That the General Faculties Council Executive Committee approve the changes to the Faculty Council Terms of Reference for the Faculty of Science, in the form provided to the Committee.

**Carried**

## **5. Recommendation of the Academic Staff Criteria and Processes Handbook**

Documentation for this item was circulated with the Agenda. Francine Smith and Florentine Strzelczyk presented this item.

Highlights:

- The proponents provided an overview of the proposed Academic Staff Criteria and Processes Handbook (the Handbook), and reported that the Handbook has been reformatted into three parts; Part A (Definitions, Authority, Faculty Guidelines, Transitional Provisions), Part B (Criteria for Appointment, Renewal, Transfer, Tenure, Promotion, and Merit Assessment), and Part C (Academic Appointments Selection Procedures, Position Posting, Expedited Procedures for Spousal and Strategic Hiring, Equitable and Inclusive Hiring Initiatives)
- In response to questions, it was reported that:
  - Since the Academic Staff Criteria and Processes Working Group is reviewing the Handbook one more time tomorrow, the motion to recommend approval by the GFC of the May 18, 2021 version of the Handbook includes a statement authorizing the Working Group to make non-substantive changes
  - It is intended that the Handbook will be reviewed and updated as appropriate every year going forward
  - A Dean may engage a candidate search firm in addition to striking an Academic Appointment Selection Committee
- Discussion included:
  - That previously-expressed concerns about the rigour of the strategic hiring process have been addressed in the current version of the Handbook
  - The use of the acronym “LGBTQ2S+”

### **Moved/Seconded**

That the General Faculties Council (GFC) Executive Committee recommend that the GFC approve the Academic Staff Criteria and Processes Handbook dated May 18, 2021, in the form provided to the Committee and with immediate effect, and authorize the Academic Staff Criteria and Processes Working Group to make non-substantive changes to the document prior to its presentation to the GFC.

**Carried**

## **6. Recommendation of Revisions to the Student Misconduct and Academic Appeals Policy and Procedures**

Documentation for this item was circulated with the Agenda. Melissa Morrison and Cherie Tutt presented this item.

Highlights:

- The proponents provided an overview of the proposed revisions to the Student Misconduct and Academic Appeals Policy and related procedures, specifically noting a recent change to the definition of Advisor, and reported that stakeholder consultation has been completed
- There were no questions

**Moved/Seconded**

That the General Faculties Council (GFC) Executive Committee recommend that the GFC approve the revisions to the Student Misconduct and Academic Appeals Policy, the University Appeals Committee Procedure and the Faculty Appeals Committee Procedure in the forms provided to the Committee, and authorize the proponents to make non-substantive changes to the documents prior to their presentation to the GFC.

**Carried****7. Nominations for Election by GFC of Four Academic Staff Members of GFC to the GFC Executive Committee**

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, academic staff members of the General Faculties Council (GFC) to be approached by the University Secretariat to stand for election to the GFC Executive Committee. Six to eight nominees will be presented for the election of four at the June 10, 2021 GFC meeting.

**8. Naming of the Academic Co-Chair of the Academic Planning and Priorities Committee**

Documentation for this item was circulated with the Agenda.

The Vice-Chair noted that the current Academic Co-Chair of the Academic Planning and Priorities Committee (APPC), Tara Beattie, has been reappointed to the APPC until June 30, 2024 and has indicated a willingness to serve another term as the APPC's Academic Co-Chair.

The Committee discussed that having leadership continuity would be good for the APPC at this time.

**Moved/Seconded**

That the General Faculties Council Executive Committee name Tara Beattie, Faculty of Graduate Studies/Cumming School of Medicine, as the Academic Co-Chair of the Academic Planning and Priorities Committee, for a three-year term effective July 1, 2021 to June 30, 2024.

**Carried****9. Naming of the Academic Co-Chair of the Research and Scholarship Committee**

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, members of the Research and Scholarship Committee (RSC) to be approached by the University Secretariat to serve as the RSC Academic Co-Chair, for a three-year term effective July 1, 2021 to June 30, 2024 or until the member's service on the RSC ends if that is sooner. The first individual to agree to serve will be deemed appointed by the Committee.

**10. Appointment of One Member of the Teaching and Learning Committee to the Campus and Facilities Development Subcommittee**

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, members of the Teaching and Learning Committee (TLC) to be approached by the University Secretariat to serve as the TLC member of the Campus and Facilities Development Subcommittee, for a three-year term effective July 1, 2021 to June 30, 2024 or until the member's service on the TLC ends if that is sooner. The first individual to agree to serve will be deemed appointed by the Committee.

**11. Appointment of One Academic Staff Member to the Academic Program Subcommittee**

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to serve as a member of the Academic Program Subcommittee for a one-year term effective July 1, 2021 to June 30, 2022. The first individual to agree to serve will be deemed appointed by the Committee.

**12. Appointment of Two Members of GFC to the Senate**

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, members of GFC to be approached by the University Secretariat to serve as GFC representatives on the Senate, for a three-year term effective July 1, 2021 to June 30, 2024 or until their term on the GFC ends if that is sooner. The first two individuals to agree to serve will be deemed appointed by the Committee.

**13. Recommendation of the Growth Through Focus Framework for Growth**

Documentation for this item was circulated with the Agenda. Ed McCauley presented this item.

Highlights:

- The proponent reminded the Committee of the development of the Growth Through Focus vision, and then provided an overview of the resulting Framework for Growth
- In response to questions, it was reported that:
  - A drafting group refined the Framework for Growth based on feedback gathered during the consultation process
  - GFC members will receive the Framework for Growth in advance of the June 10, 2021 GFC meeting and will be able to consult with the people they represent
  - Only the Framework for Growth is being approved at this time. All associated proposals will move through the governance system as appropriate and in due course.
  - Faculties determine how Faculty funding is allocated, and there is no dictated 80-20 formula to allocate funding to people who are or are not connected to the Framework

- Discussion included:
  - That future-focused program delivery is perceived favourably by students
  - That the principle “transdisciplinary excellence is built upon disciplinary excellence” strikes a good balance
  - That the language in the Framework is seen to be inclusive and responsive to previously-expressed concerns
  - The relationship between the Eyes High Strategy and the Framework for Growth
- The Committee suggested that:
  - The sentence “Participation by students and faculty in transdisciplinary activity will be voluntary” in point 12 be removed from the Framework
  - Point 4 be corrected to read: “...efforts towards Indigenous reconciliation and equity, diversity, **and** inclusion”

**Moved/Seconded**

That the General Faculties Council (GFC) Executive Committee recommend that the GFC approve the Framework for Growth, in the form provided to the Committee, with the requested amendments.

**Carried****14. Review of the Draft June 10, 2021 GFC Agenda**

The Committee reviewed the draft agenda for the June 10, 2021 GFC meeting, and suggested that Bill Rosehart, Dean of the Schulich School of Engineering, present the Inclusive Practice Moment.

**15. Annual Committee Performance Review and Review of the EC Terms of Reference**

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

Highlights:

- The Committee was reminded that this annual item allows the Committee to discuss the Committee’s functioning and performance
- Discussion included that:
  - The appointment work could be facilitated by the inclusion of a description of the mandate of a committee and the key characteristics of its members when the Committee is appointing to a committee
  - Units should encourage people to put their names forward for consideration for appointment if they have interest in a committee, and this could be framed as an opportunity for personal development and not simply service

**16. Other Business**

There was no other business.

**17. Adjournment**

**Moved/Seconded**

That the General Faculties Council Executive Committee adjourn the May 19, 2021 meeting.

**Carried**

The meeting was adjourned at 3:47 p.m.

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Susan Belcher  
University Secretary