



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

September 14, 2022, 8:00 a.m.

By Zoom platform

***Voting Members***

Penny Werthner, Vice-Chair  
Jessica Ayala  
Joule Bergerson  
Shaziah Jinnah  
Rachel Lauer  
Aoife Mac Namara  
Bill Rosehart  
James Steele

***Non-Voting Member***

David Stewart

***Secretary***

Courtney McVie

***Scribe***

Elizabeth Sjogren

***Regrets***

Ed McCauley, Chair  
Olive Chapman  
Satish Raj

***Guests***

Amy Dambrowitz, Registrar – present for Item 2  
Vanessa Wood, Deputy Registrar – present for Item 2

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The Vice-Chair called the meeting to order at 8:03 a.m. and confirmed quorum.

**1. Approval of the Agenda**

The Agenda for the September 14, 2022 General Faculties Council Executive Committee meeting was approved by consensus.

**2. Approval of Revisions to the 2022-2023 Academic Schedule**

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

- The Vice-Chair observed that it is not known at this time what the provincial government will decide to do regarding declaring September 19, 2022 as a provincial day of mourning. In anticipation of this day being declared a closure, a variety of options for revising the University's Academic Schedule have been prepared for consideration by the Committee.
- The presenter provided an overview of the five options for revision, highlighting the changes and

their potential impacts. The presenter noted that several Deans were contacted regarding Option 2 (reducing the Fall 2022 term by one instructional day), and no major concerns relating to accreditation were identified.

- Discussion included:
  - Option 1 (changing the last day of classes, and delaying/compressing the Fall final exam period) will likely cause stress upon many students, and this is already a stressful term
  - In response to a question, it was confirmed that the added instructional day of Thursday, December 8, 2022 (Options 1, 4 and 5) would be treated as a Monday in order for instructors to have option to make up any missing course content resulting from the Monday, September 19, 2022 closure
  - Options 1 and 5 (including shifting the end of the Fall final exam period to Thursday, December 22, 2022) may impact already-planned travel. Other options, especially Option 2, are preferable to that.
  - Delaying/compressing the Fall final exam schedule is seen to be worse than tightening the course instruction schedule, in terms of impacts to students
  - Option 4 (using Thursday December 8, 2022 as an instructional day rather than a study day) is a viable option because not all students need the two study days before final exams begin
  - Option 2 (reducing the Fall 2022 term by one instructional day) will require some creative solutioning, such as to address the loss of labs scheduled on Mondays
  - The presenter reported that the number of final exams in the Fall 2022 period appears to be 10-15% fewer than originally anticipated, and so this will help if it is decided to compress the final exam period
  - There may not be high uptake on using Thursday, December 8, 2022 as a replacement for Monday, September 19, 2022
  - In response to a question, it was confirmed that the September 19, 2022 closure is hypothetical at this point, and today's approved revisions to the Academic Schedule will only be implemented if a University closure is declared for September 19, 2022. In the absence of a decision by the provincial government, it would be a Presidential/Executive Leadership Team decision about whether to declare a University closure in alignment with the National Day of Mourning.
  - The Committee determined that Option 2 (reducing the Fall 2022 term by one instructional day) is the preferred option
  - The Presenter indicated that preparations will be made to communicate and action the revisions to the Academic Schedule, if necessary

**Moved/Seconded**

That the General Faculties Council Executive Committee approve the revisions to the Academic Schedule for the 2022-2023 academic year, as set forth in Option 2 as recommended to the Committee, and contingent on September 19th being classified as a University closure.

**Carried**

**3. Adjournment**

The September 14, 2022 meeting of the General Faculties Council Executive Committee was adjourned by consensus.

The meeting was adjourned at 8:29 a.m.

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Courtney McVie  
University Secretary