



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

September 21, 2022, 2:00 p.m.

AD167 Boardroom

***Voting Members***

Ed McCauley, Chair  
Penny Werthner, Vice-Chair  
Jessica Ayala  
Olive Chapman  
Shaziah Jinnah  
Rachel Lauer  
Aoife Mac Namara  
Satish Raj – arrived during Item 4  
Bill Rosehart

***Non-Voting Member***

David Stewart

***Secretary***

Courtney McVie

***Scribe***

Elizabeth Sjogren

***Staff***

Cherie Tutt

***Regrets***

Joule Bergerson  
James Steele

The 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 September 21, 2022 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 members of the General Faculties Council (GFC) Executive Committee (EC) were welcomed to this in-person meeting, and were thanked for attending the special virtual meeting last week to decide how to revise the Academic Schedule if September 19, 2022 had been declared a day of closure
- The University community is encouraged to participate in activities in recognition of the National Day for Truth and Reconciliation on September 30, 2022
- The EC received a presentation on the Presidential Task Force on Equity, Diversity, Inclusion and

Accessibility (EDIA) at its August 31, 2022 meeting, it will come forward to General Faculties Council in October and then the Task Force will be populated

- The University's *Eyes High* Strategy is sunseting and will be celebrated in November. A process to develop the next strategic plan is launching, and this will include broad consultation.
- The Board of Governors (BG) held its orientation and retreat this weekend, and this included a tour of the Spy Hill campus. Effort will be made to share more information about student experiences with the BG this year.

The Vice-Chair included the following in her remarks:

- The EC was thanked again for coming together last week to consider the options for revising the Academic Schedule
- September 30 is a critical day relating to Truth and Reconciliation
- The Academic Planning and Priorities Committee (APPC) has started its 2022-2023 meetings and will be looking at important items this year

### **3. Approval of the August 31, 2022 and September 14, 2022 Meeting Minutes**

Documentation was circulated with the Agenda.

#### **Moved/Seconded**

That the Minutes of the General Faculties Council Executive Committee meetings held on August 31 and September 14, 2022 be approved.

**Carried**

Aoife Mac Namara abstained.

### **4. Naming of the Teaching and Learning Committee Academic Co-Chair**

Documentation was circulated with the Agenda. The Chair and University Secretary presented this item.

Highlights:

- The EC was reminded that Barbara Brown was temporarily named by the EC as the Academic Co-Chair of the Teaching and Learning Committee (TLC) until September 30, 2022, while the possible return of the former Academic Co-Chair of the TLC was awaited. It has been learned that the former Academic Co-Chair will not be returning to the TLC this term, and so it is now desired to extend Barbara Brown's naming until the end of the meeting year.
- In response to a question, it was explained that each Faculty appoints an academic staff member to the TLC, and the EC names the Academic Co-Chair of the TLC from among these persons. The Faculty's representative on the TLC is not necessarily an Associate Dean (Teaching and Learning).
- As an aside, the EC discussed that the TLC members should be reporting back to their Faculties on the information learned at the TLC meetings

**Moved/Seconded**

That the General Faculties Council Executive Committee name Barbara Brown, Werklund School of Education, as the Academic Co-Chair of the Teaching and Learning Committee, for a term until June 30, 2023.

**Carried****5. Nominations for the Election by GFC of Two Academic Staff Members to the Presidential Task Force on Equity, Diversity, Inclusion and Accessibility (EDIA)**

Documentation was circulated with the Agenda. The Chair and University Secretary presented this item.

**Highlights:**

- In response to questions, it was reported that:
  - A seat for a Sessional Instructor was added to the membership of the Task Force after the August 31, 2022 EC meeting
  - It is anticipated that the Task Force's meetings will be held in a hybrid format
  - A call-for-names inviting persons to express interest in standing for election was published in the UToday on September 14, 2022
- It was reported that Malinda Smith, Vice-Provost and Associate Vice-President Research (Equity, Diversity and Inclusion) is developing guidelines related to EDIA for committees such as the EC to follow when conducting appointment work

The EC then named, in rank order, academic staff members to be approached by the University Secretariat to stand for election to the Presidential Task Force on EDIA. The first four individuals to agree to stand for election will be presented on a ballot for the election of two by the GFC. The election will be held electronically following the October 6, 2022 GFC meeting.

**6. Nominations for the Election by GFC of Two Academic Staff Members to the Strategic Planning Steering Committee**

Documentation was circulated with the Agenda. The Chair and University Secretary presented this item.

**Highlights:**

- It was reported that the Strategic Planning Steering Committee will be steering the process to develop a new strategic plan for the University, and there will be working groups formed
- The EC discussed whether persons in academic administrative roles should be considered for this committee

The EC then named, in rank order, academic staff members to be approached by the University Secretariat to stand for election to the Strategic Planning Steering Committee. The first four individuals to agree to stand for election will be presented on a ballot for the election of two by the GFC. The election will be held electronically following the October 6, 2022 GFC meeting.

## **7. Process for the Revision of the GFC Bylaws**

The University Secretary presented this item.

The EC was updated on the process and timeline for the review and revision of the GFC Bylaws, including that it is anticipated that proposed changes will be brought to the EC for discussion in November and then progress through appropriate governance approvals. It was reported that a review of the GFC standing committees Terms of Reference will be conducted after the changes to the GFC Bylaws are approved, and it is anticipated this will occur in the 2023-2024 academic year.

There were no questions or comments.

## **8. Review of the Draft October 6, 2022 GFC Agenda**

Documentation was circulated with the Agenda. The Chair and University Secretary presented this item.

Highlights:

- The EC reviewed the draft October 6, 2022 GFC agenda
- In response to questions:
  - It was explained that the GFC meeting room is not equipped to properly support a hybrid meeting, and so it has been decided to alternate the format for the GFC meetings this term. The October 6, 2022 meeting will be held in-person in ST147 and the November 3, 2022 GFC meeting will be held virtually.
  - It was agreed that, for future GFC meetings this year, the EC will reconsider the alternating in-person/virtual schedule taking into consideration the specific items being tracked for an agenda
  - It was reported that the proposed revisions to the Sexual and Gender-Based Violence Policy are narrow in scope and so the estimated timing of 15 minutes for discussion at the October 6 GFC meeting is reasonable.
  - The revisions to the Sexual and Gender-Based Violence Policy were reviewed by the APPC on September 19, 2022, due to the nature of the revisions, and the item will come to the October 19, 2022 EC meeting for recommendation to GFC
- It was observed that the GFC Bylaws provide that an *ex officio* member of GFC may send a designate to a GFC meeting if they cannot attend, but that individual elected and appointed members cannot

## **9. Other Business**

There was no other business,

## **10. Adjournment**

Moved/Seconded
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That the General Faculties Council Executive Committee adjourn the September 21, 2022 meeting.

**Carried**

The meeting was adjourned at 3:11 p.m.

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Courtney McVie  
University Secretary