



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

August 30, 2023, 2:30 p.m.

AD 167 (Governors Boardroom)/Zoom

***Voting Members***

Ed McCauley, Chair – left during Item 13  
Penny Werthner, Vice-Chair  
Olive Chapman  
Jacqueline Jenkins  
Shaziah Jinnah Morsette\* – arrived during Item 3  
Rachel Lauer\*  
Aoife Mac Namara – left during Item 13  
Satish Raj  
Bill Rosehart

***Non-Voting Member***

Kent Donlevy\*

***Secretary***

Courtney McVie

***Scribe***

Elizabeth Sjogren

***Regrets***

Jessica Ayala  
Joule Bergerson  
James Steele

***Guests***

Ari Pandes, Director, MBA Programs, Haskayne School of Business, for Sandy Hershcovis, Interim Dean, Haskayne School of Business – present for Item 4

\*Attended by Zoom

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The Chair called the meeting to order at 2:32 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the August 30, 2023 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:

- Kent Donlevy, Faculty Association representative, and Jacqueline Jenkins, elected academic staff member, were welcomed on this occasion of their first Committee meeting

- The Fall 2023 semester will be busy, including:
  - The new undergraduate student welcome/pep rally on Thursday, August 31, 2023
  - The Dinos kickoff on Friday, September 1, 2023
  - Participation in the Calgary Pride Parade on Sunday, September 3, 2023
  - The Labour Day Classic football game on Monday, September 4, 2023
  - The start of Fall semester classes on Tuesday, September 5, 2023
  - The launch of the Strategic Plan at the Genesis Centre on Saturday, September 16, 2023
- Operational plans to implement the strategic plan *Ahead of Tomorrow* 2023-2030 will be developed in the coming months, and the process will include routing to the General Faculties Council (GFC) and several of its standing committees for discussion and eventual recommendation of the academic and research plans. The Strategic Planning Oversight Committee is being brought together to oversee this process.
- The search for a new Provost and Vice-President (Academic) is commencing, with the target of announcing the appointee in April and for them to start on July 1, 2024

The Vice-Chair included the following in her remarks:

- Robin Yates has been appointed as Deputy Provost effective September 1, 2023. The Deputy Provost's portfolio has been changed somewhat, including that the Registrar, Vice-Provost (Teaching and Learning), and Vice-Provost (Student Experience) now report to the Deputy Provost instead of the Provost and Vice-President (Academic).
- The orientation session for new academic staff members was held yesterday, August 29, 2023, the graduate students orientation was held today, and the orientation for undergraduate students starts tomorrow
- In response to safety concerns after the stabbings in a Gender Studies class at the University of Waterloo on June 28, 2023, the University of Calgary is removing class location information from the public-facing part of the website, and only students, faculty, and staff will have access to classroom information going forward

### **3. Committee-Specific Orientation**

The University Secretary and Governance Coordinator gave a presentation orienting the members to the work of the Committee, including:

- The observation that this is a respectful, collegial committee
- An overview of the University's governance structure; the membership, role and responsibilities of the Committee and the expectations of members; the ability of the Committee to strike working groups; and the supports provided to the Committee by the University Secretariat
- Education about the Committee's appointments and GFC elections nominations processes
- Encouragement to attend the full GFC and GFC standing committees members orientation session being offered on Thursday, September 7, 2023

#### **4. Approval of Revisions to the Haskayne School of Business Faculty Council Terms of Reference**

Documentation was circulated with the Agenda. Ari Pandes presented this item.

Highlights:

- The proponent reported that the Haskayne School of Business (HSB) Faculty Council reacted favourably to a proposal last Spring to add a voting member seat to the Faculty Council for one of the two HSB Students' Union (SU) Students Legislative Council (SLC) representatives, and noted that many other Faculties do this
- In response to questions, it was reported that:
  - The HSB has approximately 100 academic staff members
  - The SU will choose which of the two HSB SLC student representatives will serve in the new HSB Faculty Council seat
- The President of the SU noted that the selection of the student will be based primarily on the availability of the two students, their interest in the role, and their personal capacity. The student serving on the Faculty Council will be expected to liaise with the HSB student who serves on the GFC.
- It was noted that the second HSB SLC student representative will be invited to attend the Faculty Council meetings as an observer
- The University Secretary observed that the description of the new Faculty Council seat could have utilized standard wording, and encouraged Faculties to reach out for Secretariat support if considering changes to their Terms of Reference

**Moved/Seconded**

That the General Faculties Council Executive Committee approve the revisions to the Haskayne School of Business Faculty Council Terms of Reference, in the form provided to the Committee.

**Carried**

#### **5. Appointment Work: Naming of the Academic Co-Chair of the Graduate Academic Program Subcommittee**

Documentation was circulated with the Agenda.

**Moved/Seconded**

That the General Faculties Council Executive Committee name Qiao Sun, Schulich School of Engineering, as the Academic Co-Chair of the Graduate Academic Program Subcommittee (GAPS), for a term until June 30, 2026 or until their time on the GAPS ends, if that is sooner.

**Carried**

#### **6. Appointment Work: Naming of the Academic Co-Chair of the Research and Scholarship Committee**

Documentation was circulated with the Agenda.

**Moved/Seconded**

That the General Faculties Council Executive Committee name Sheri Madigan, Faculty of Arts, as the Academic Co-Chair of the Research and Scholarship Committee (RSC), for a term until June 30, 2025 or until their time on the RSC ends, if that is sooner.

**Carried****7. Appointment Work: Appointment of One Academic Staff Member of GFC to the Academic Planning and Priorities Committee**

Documentation was circulated with the Agenda.

The Committee named, in rank order, members of the General Faculties Council (GFC) to be approached by the University Secretariat to serve as a member of the Academic Planning and Priorities Committee (APPC) for a term to end June 30, 2026. The first individual to agree to serve will be deemed appointed by the Committee.

*Secretary's Note: Following the meeting, Cydnee Seneviratne, Faculty of Nursing, agreed to serve.*

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

Documentation was circulated with the Agenda.

**Moved/Seconded**

That the General Faculties Council Executive Committee name Dawn Johnston, Faculty of Arts, as the Academic Co-Chair of the Academic Planning and Priorities Committee (APPC), for a term until June 30, 2025 or until their time on the APPC ends, if that is sooner.

**Carried****9. Approval of Revisions to the Academic Planning and Priorities Committee and Calendar and Curriculum Subcommittee Terms of Reference (Co-Chairs)**

Documentation was circulated with the Agenda.

Highlights:

- The University Secretary reported that the restructuring of the Provost's Office has led to the development of a proposal to revise the Terms of Reference of the APPC and the Calendar and Curriculum Subcommittee (CCS) to make changes to the co-chairing of these committees. The Deputy Provost's new portfolio makes this person a good fit to be the Co-Chair of the APPC rather than the Provost and Vice-President (Academic), and it is being suggested that the Registrar be the Co-Chair of the CCS as this person used to lead previous iterations of this committee.
- In response to a question, it was confirmed that it has been determined that it make sense for the Vice-Provost (Student Experience) to remain on the CCS as a member
- The University Secretary noted that a fulsome review of the Terms of Reference of all of the GFC

standing committees will be occurring this meeting year

**Moved/Seconded**

That the General Faculties Council Executive Committee approve the revisions to the Terms of Reference of the Academic Planning and Priorities Committee and the Calendar and Curriculum Subcommittee, as set out in the documents provided to the Committee.

**Carried**

**10. Appointment Work: Appointment of the Academic Co-Chair of the Academic Staff Criteria and Processes Handbook Working Group**

Documentation was circulated with the Agenda.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to stand for appointment as the Academic Co-Chair of the Academic Staff Criteria and Processes Handbook Working Group (ASCPHWG) for a term to end June 30, 2026. The first individual to agree to serve will be deemed appointed by the Committee.

*Secretary's Note: Following the meeting, Justine Wheeler, Libraries and Cultural Resources, agreed to serve.*

**11. Appointment Work: Appointment of One Academic Staff Member to the Academic Staff Criteria and Processes Handbook Working Group**

Documentation 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 ASCPHWG for a term to end June 30, 2026. The first individual to agree to serve will be deemed appointed by the Committee.

*Secretary's Note: Following the meeting, Erin Sullivan, Faculty of Science, agreed to serve.*

**12. Appointment Work: Nominations for Election by GFC of Two Academic Staff Members to an Advisory Selection Committee for a Dean and Vice-Provost (Graduate Studies)**

Documentation was circulated with the Agenda.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to stand for election to the Advisory Selection Committee for a Dean and Vice-Provost (Graduate Studies). 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 5, 2023 GFC meeting.

**13. Review of the Draft October 5, 2023 GFC Agenda**

Documentation was circulated with the Agenda.

The University Secretary observed that the October 5, 2023 GFC agenda could evolve before the Committee reviews it again at its September 20 meeting.

**14. Other Business**

There was no other business.

**15. Adjournment**

**Moved/Seconded**

That the General Faculties Council Executive Committee adjourn the August 30, 2023 meeting.

**Carried**

The meeting was adjourned at 4:10 p.m.

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Courtney McVie  
University Secretary