



General Faculties Council
GFC EXECUTIVE COMMITTEE
Approved Minutes

May 15, 2024, 2:30 p.m.

AD 167 (Governors Boardroom)/Zoom

Voting Members

Ed McCauley, Chair
Penny Werthner, Vice-Chair
Olive Chapman
Jacqueline Jenkins
Rachel Lauer
Aoife Mac Namara
Ernia Rezaei-Afsah*
Bill Rosehart
Saaka Sulemana Saaka* – left during Item 13

Non-Voting Member

Kent Donlevy*

Secretary

Courtney McVie

Scribe

Elizabeth Sjogren

Regrets

Jessica Ayala
Joule Bergerson
Satish Raj

Guests

John Brown, Dean, School of Architecture, Planning and Landscape – present for Item 4
Melissa Morrison, Associate General Counsel, Litigation, Student Appeals and Policy – present for Item 5
Michelle Speta, Associate Secretary – present for Item 5

**Attended virtually*

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

1. Approval of the Agenda

The Chair reported that Item 14 (the naming of the Academic Co-Chair of the Academic Program Subcommittee) is withdrawn and this will instead be addressed at the August 28, 2024 meeting.

Moved/Seconded

That the Agenda for the May 15, 2024 General Faculties Council Executive Committee meeting be approved, with the reported amendment.

Carried

2. Remarks of the Chair and Vice-Chair

The Chair included the following in his remarks:

- Saaka Sulemana Saaka, President of the Graduate Students' Association, and Ermia Rezaei-Afsah, President of the Students' Union, were welcomed on this occasion of their first General Faculties Council (GFC) Executive Committee meeting, and Jessica Ayala, Faculty of Social Work, Joule Bergerson, Schulich School of Engineering, Rachel Lauer, Faculty of Science, and Bill Rosehart, Dean of the Schulich School of Engineering, were thanked for their contributions on this occasion of their last GFC Executive Committee meeting
- A special meeting of the Board of Governors will be held tomorrow, May 16, 2024, to discuss the events on the main campus on Thursday, May 9, 2024, including the removal of protesters by the Calgary Police Service. An informational meeting is also scheduled to take place with the Senate and Alumni Association. Pro-Palestine protests since last Thursday's events have been peaceful, and the University supports such protests on campus.

The Vice-Chair made no remarks.

Discussion included:

- Concern was expressed about negative coverage in local and national media. It was reported that a petition demanding apology and censure for summoning the police to the May 9 protest, currently with more than 1,000 signatures, is circulating. It was observed that effort will need to be publicly done to repair relationships on campus, address protester demands, and protect the University's reputation. The Chair indicated that the Board of Governors will discuss these matters tomorrow, and noted that some information regarding the May 9 events has not been made public.
- In response to a question, it was reported that Management will remain transparent about actions undertaken to apply the University's policies, and that a public Alberta Serious Incident Response Team (ASIRT) report should shed light on the events of May 9

3. Approval of the April 17, 2024 Meeting Minutes

Documentation was circulated with the Agenda.

Moved/Seconded

That the Minutes of the General Faculties Council Executive Committee meeting held on April 17, 2024 be approved.

Carried

4. Approval of Revisions to the School of Architecture, Planning and Landscape Faculty Council Terms of Reference

Documentation was circulated with the Agenda. John Brown, Dean of the School of Architecture, Planning and Landscape, presented this item.

Highlights:

- The proponent reviewed the proposed revisions to the School of Architecture, Planning and Landscape (SAPL) Faculty Council Terms of Reference, reporting that the revisions update wording and formatting, add three students to the membership, and clarify the calculation of quorum
- There were no comments or questions

Moved/Seconded

That the General Faculties Council Executive Committee approve the revisions to the School of Architecture, Planning, and Landscape Faculty Council Terms of Reference, in the form provided to the Committee.

Carried

5. Recommendation of Revisions to the Student Misconduct and Academic Appeals Policy Suite

Documentation was circulated with the Agenda. Melissa Morrison, Associate General Counsel, Litigation, Student Appeals and Policy, and Michelle Speta, Associate Secretary, presented this item.

Highlights:

- The proponents reviewed the proposed revisions to the Student Misconduct and Academic Appeals Policy suite, reporting that it is no longer being proposed to move to one level of appeal at this time. The proponents then provided an overview of the proposed revisions, including noting that the revisions to University Appeals Committee (UAC) Procedure sections 4.39 and 4.43 are meant to add clarity around the role of a witness in a hearing as there has historically been uncertainty about this and does not propose any change to current practice.
- Discussion included:
 - The Students' Union appreciates that the move to one level of appeal is not moving forward at this time, but still has concerns about some of the proposed revisions, especially in:
 - Section 5.7 of the Policy (Grounds for Appeal) – the removal of “relevant new information” as a ground for appeal of academic assessments and academic progression matters is disagreed with
 - The proponents reported that it is historical that procedural fairness and bias are the only grounds for appeals at the second level, and that this revision is correcting an error in this section of the Policy. Discussion included the position that for procedural fairness there should be flexibility to allow a student to be heard on new evidence, and the proponents indicated that this could be considered for the future.
 - Section 4.2 of the UAC Procedure (Deadline for Appeal) – the statement that requests submitted after the deadline will not be considered is disagreed with
 - The proponents indicated that the change to this section is to clearly state what already occurs. It was advised that appeal deadlines are clearly communicated and it is current practice to provide students with liberal extensions if asked for in advance of the deadline. It was highlighted that a fluid deadline would not equate to increased fairness.

- Section 4.14 of the UAC Procedure (Form of Appeal Hearing) – the statement that a panel chair can determine that an oral hearing is not necessary is disagreed with
 - The proponents reported that the panel chair already makes this decision, based on the complexity of the appeal and any expressed wishes of the student, and also makes other decisions relating to procedure. The proponents assured that the panel chair makes all decisions with the best interest of the student in mind, and if a student requests a written appeal and it is judged not to be in their best interest, a conversation is held. Discussion included observation that if the panel chair has the power to make decision there should be consistency in application and guardrails to ensure there is fairness and no bias.
- In response to questions, it was reported that:
 - The second level of appeal is only to look at the process followed in the first level and is not a full reconsideration of the appeal
 - The proponents will be meeting with the Students' Union and Graduate Students' Association about the future removal of the second level of appeal, and at that time a discussion of other matters of concern such as the available grounds for appeal could be discussed

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 form provided to the Committee, effective July 1, 2024, and authorize the proponents to make non-substantive changes to the procedures prior to the GFC's approval.

Carried

Ermia Rezaei-Afsah voted against.

6. Approval of Revisions to the APPC, APS, GAPS, CCS, RSC, and TLC Terms of Reference

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The proponent reported that a fulsome review of the Terms of Reference (TOR) of the Academic Planning and Priorities Committee (APPC), Academic Program Subcommittee (APS), Graduate Academic Program Subcommittee (GAPS), Calendar and Curriculum Subcommittee (CCS), Research and Scholarship Committee (RSC), and Teaching and Learning Committee (TLC) has been conducted and that the revisions to the TORs have been supported by the committees. The proponent reported that the membership of the APPC will be further analysed over the summer.
- Discussion included observation that a regular systematic review of the standing committees TORs is a good practice

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee approve the revisions to the Terms of Reference for the Academic Planning and Priorities Committee, Academic Program Subcommittee, Graduate Academic Program Subcommittee, Calendar and Curriculum Subcommittee, Research and Scholarship Committee, and Teaching and Learning Committee, effective immediately, as set out in the documents provided to the Executive Committee and as recommended by the Academic Planning and Priorities Committee, Research and Scholarship Committee, and Teaching and Learning Committee.

Carried**7. Recommendation of Revisions to the GFC EC Terms of Reference and the GFC Standing Committees General Terms of Reference**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The proponent reported that no additional revisions to the EC and GFC Standing Committees General TORs have been made since the EC reviewed the documents at its April 17 meeting
- During discussion it was confirmed that it is being proposed to extend the eligibility for re-appointment for additional terms up to a cumulative maximum of 10 consecutive years, from six consecutive years, to align with the current maximum for Board of Governors standing committee members and to align with the possibility that some administrators (i.e. Associate Deans on the CCS) may serve two five-year terms

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee recommend that the GFC approve the revisions to the Terms of Reference for the GFC Executive Committee and the GFC Standing Committees General Terms of Reference, effective immediately, as set out in the documents provided to the Committee.

Carried**8. Recommendation of the Establishment of the 2024-2025 GFC Elected Membership Distribution**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The proponent reported that, because the *Post-Secondary Learning Act* states that all Vice-Presidents are members of GFC by virtue of their offices and the recent creation of two new offices out of the Office of Advancement has resulted in one additional Vice-President on GFC and thus two new academic staff member seats to distribute to the Faculties, the 2024-2025 GFC elected membership distribution must be recalculated. The Office of Institutional Analysis does the calculation to determine the distribution of the seats.

- There were no comments or questions

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee recommend that the GFC establish the total number of elected members to be on the GFC and determine and assign to each Faculty the number of members that may be elected by that Faculty, as set out on the document provided to the Committee.

Carried**9. Approval of a Revision to the 2025-2026 GFC and GFC Standing Committees Meeting Schedule**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The proponent reported that the revision to the 2025-2026 meeting schedule is to change the June 2026 GFC meeting date to accommodate convocation, and indicated that it is desirable to make this change now because the University Secretariat will be sending out calendar invites for the next two years' meetings soon
- There were no comments or questions

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee approve the revision to the 2025-2026 GFC and GFC standing committees meeting schedule, in the form provided to the Committee.

Carried**10. Nominations for Election by GFC of Three Academic Staff Members of GFC to the GFC Executive Committee**

Documentation was circulated with the Agenda.

The Committee named, in rank order, academic staff members of GFC to be approached by the University Secretariat to stand for election to the GFC Executive Committee. The election will be held electronically following the June 13, 2024 GFC meeting.

11. Nominations for the Election by GFC of an Academic Staff Member of GFC as the Member of the Board of Governors Nominated by GFC

Documentation was circulated with the Agenda.

During discussion it was indicated that it is ideal if the person in this role has a balance of teaching and research experience, an understanding of the core mission of the University, and experience serving on University committees.

The Committee then named, in rank order, academic staff members of GFC to be approached by the University Secretariat to stand for election as the member of the Board of Governors nominated by GFC. The election will be held electronically following the June 13, 2024 GFC meeting.

12. Appointment of University Appeals Committee Appeal Review Administrators

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 Appeal Review Administrators.

Secretary's Note: Following the meeting, Eugene Beaulieu, Faculty of Arts, Anil Mehrotra, Schulich School of Engineering, Soroush Sabbaghan, Werklund School of Education, Bronwen Wheatley, Faculty of Science, Cindy Graham, Faculty of Science, Susanne Cote, Faculty of Arts, Karen Then, Faculty of Nursing, Marie-Andrée Bergeron, Faculty of Arts, and Brandon Karchewski, Faculty of Science, agreed to serve and were deemed to be appointed by the EC.

13. Appointment of Two Academic Staff Members to the Calendar and Curriculum Subcommittee

Documentation was circulated with the Agenda.

The EC named, in rank order, academic staff members to be approached by the University Secretariat to serve on the Calendar and Curriculum Subcommittee.

Secretary's Note: Following the meeting, Andrew Szeto, Campus Mental Health Strategy/Faculty of Arts, and Shawna Cunningham, Office of Indigenous Engagement, agreed to serve and are deemed to be appointed by the EC.

14. Naming of the Academic Co-Chair of the Academic Program Subcommittee

Secretary's Note: This item was withdrawn and will be addressed at the Committee's August 28, 2024 meeting.

15. Naming of the Academic Co-Chair of the Calendar and Curriculum Subcommittee

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The presenter reported that Melissa Boyce, Faculty of Arts, has expressed willingness to be named as Academic Co-Chair of the CCS. She has experience serving as a member of the CCS and she represents a large Faculty that has a lot of Calendar changes, and is considered to be a good fit for this role.

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee name Melissa Boyce, Faculty of Arts, as the Academic Co-Chair of the Calendar and Curriculum Subcommittee (CCS), for a term until June 30, 2027 or until her time on the CCS ends, if that is sooner.

Carried**16. Naming of the Academic Co-Chair of the Teaching and Learning Committee**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Highlights:

- The presenter reported that Barbara Brown, Werklund School of Education, is currently the Academic Co-Chair of the TLC and that she and the TLC Co-Chair are wanting for her to serve one more year to align with the end of her term on the committee in 2025

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee name Barbara Brown, Werklund School of Education, as the Academic Co-Chair of the Teaching and Learning Committee, for the 2024-2025 meeting year.

Carried**17. Appointment of One Member of GFC as a GFC Representative on the Senate**

Documentation was circulated with the Agenda. Courtney McVie, University Secretary, presented this item.

Discussion included general observation that renewing the appointment of a current member may not always be the most appropriate, and that consideration should be given to providing other members of the University community opportunities to have experiences on senior bodies. It was noted that the Committee must strike a balance between responding to expressions of willingness to continue with giving opportunities to others, and it was observed that continuity and the continued service of persons known to be engaged participants have benefits. A thoughtful discussion should be held regarding each appointment.

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee re-appoint Jeffrey Priest, Schulich School of Engineering, as a GFC representative to the Senate, for a term until June 30, 2027 or until his time on the GFC ends, if that is sooner.

Carried

18. Review of the Draft June 13, 2024 GFC Agenda

Documentation was circulated with the Agenda.

Highlights:

- The Committee reviewed the draft June 13, 2024 GFC agenda, hearing that as previously discussed by the Committee, a report on the 2024 GFC member survey results will be added among the information items
- The Committee then reviewed a submission from Kent Donlevy, President of the Faculty Association and a member of GFC, to add a motion regarding Bill 18 to the June 13 GFC agenda
 - Discussion included:
 - Representatives of the University have been meeting with representatives of the provincial government about Bill 18, and have been emphasising information such as that federal grants are peer reviewed and do not have ideological decision making in the process and that research employs Calgarians. The University has made four requests of the provincial government since Bill 18 was introduced: 1) to exempt post-secondary institutions from Bill 18, 2) to exempt research programs without provincial match funding from Bill 18, 3) to not increase administrative burden, and 4) to increase provincial support for research.
 - Observations were made that the proposed motion could do more harm than good in relation to advocacy efforts
 - The University of Alberta, University of Lethbridge, and Mount Royal University have already passed similar motions regarding Bill 18
 - The Minister of Advanced Education has indicated to the Faculty Association that exempting post-secondary institutions is a possible action and that the provincial government is doing this in part to gather data on federal grant money coming to Alberta. It is felt that removing post-secondary institutions from Bill 18, before it becomes the Provincial Priorities Act, is preferable to the possibility that post-secondary institutions will be exempted by the government later. It is hoped that the proposed GFC motion will help to persuade the provincial government to remove post-secondary institutions from Bill 18.
 - Bill 18 involves ministries other than the Ministry of Advanced Education, such as the Ministry of Intergovernmental Relations
 - Federal grant holders are concerned about the possible impacts of Bill 18
 - It was observed that the June 13 GFC meeting is weeks away, and that meetings with representatives of the provincial government will be continuing between now and then. It was agreed that, if anything substantively changes with regard to Bill 18 between now and the June 13 GFC update date, the Faculty Association will work with Management to modify the GFC motion
 - Following discussion, it was determined that the motion will be presented to the GFC

19. Annual Committee Performance Review

Courtney McVie presented this item.

Highlights:

- The presenter remarked that, rather than conducting a survey, the Committee is asked at the last meeting of each meeting year for feedback on the Committee's operations. Feedback can also be provided to the Secretariat, Chair, and or Vice-Chair at any time.
- In response to observations, the presenter indicated that guidelines for the Committee's appointment work, including about inclusivity, are being developed

20. Other Business

There was no other business.

21. Adjournment**Moved/Seconded**

That the General Faculties Council Executive Committee adjourn the May 15, 2024 meeting.

Carried

The meeting was adjourned at 4:03 p.m.

Courtney McVie
University Secretary