

Wednesday, April 16, 2025, 2:00 p.m.
Meeting #114

A167/Zoom

Voting Members

Ed McCauley, Chair
Sandra Davidson, Vice-Chair
Tara Beattie
Olive Chapman
Jessie Dinh
Jacqueline Jenkins
Aoife Mac Namara
Jeffrey Priest
Satish Raj – arrived during Item 1
Saaka Sulemana Saaka

Secretary

Courtney McVie

Scribe

Elizabeth Sjogren

Regrets

Jessica Ayala
Anna-Maria Hubert

Non-Voting Members

Kent Donlevy*

Guests

Kristin Baetz, Dean, Faculty of Science – present for Item 3
Stephen Hubbard, Vice-Dean, Faculty of Science – present for Item 3
Irtaza Sohail, incoming Graduate Students' Association President
Justine Wheeler, Academic Co-Chair, Academic Staff Criteria and Processes Handbook Working Group – present for item 4
Robin Yates, Administrative Co-Chair, Academic Staff Criteria and Processes Handbook Working Group – present for item 4

**Attended virtually*

Secretary's Note: In accordance with the General Faculties Council (GFC) Bylaws Section 8.2, the motion box and "Carried" denotation serves as the entry in the minutes that the Chair of the meeting declared the motion carried.

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

1. Meeting Opening

1.1. Approval of the Agenda

Moved/Seconded

That the Agenda for the April 16, 2025 General Faculties Council Executive Committee meeting be approved.

Carried

1.2. Remarks of the Chair and Vice-Chair

The Chair included the following in his remarks:

- Jessie Dinh, outgoing Students' Union (SU) Vice-President (Academic), and Saaka Sulemana Saaka, outgoing Graduate Students' Association (GSA) President, were acknowledged on this occasion of their last General Faculties Council (GFC) Executive Committee meeting. Irtaza Sohail, incoming GSA President, was welcomed.
- Today is the last day of the University's 2025 Giving Day campaign. To date, \$2.3 million has been raised with more than 3,000 donors so far. This is the first year that alumni have exceeded other categories of donors.
- Universities Canada meetings involving 97 Presidents occurred last week. Topics of discussion included tariffs and other matters currently impacting the post-secondary sector.
- The federal election will take place on April 28, 2025.

The Vice-Chair included the following in her remarks:

- The annual You at UCalgary event was held on Saturday, April 12, 2025. More than 2,000 students and their families came to explore the University and participate in a variety of welcoming activities. An online version of the event was held for people who could not attend in-person.
- The University's Promotion Review Committee is currently meeting. It is terrific to hear about all the great work being done by our faculty.
- As part of the restructuring within the Provost's office, Catherine Heggerud has been appointed as the Executive Director of the new Office of Signature Learning Experiences and Andrew Szeto has been appointed as the Executive Director of the new Office of Institutional Commitments. Both offices will continue to establish over the coming months.
- The SU's Teaching Excellence Awards event is being held this evening.

Discussion included observation that there are many options for directing one's donation to the Giving Day campaign.

In response to questions, it was reported that:

- The Promotion Review Committee is looking at cases for promotion to Professor. There are people being promoted to other ranks and for tenure, but this is a separate process.
- The University is working with programs to identify needed recruitment and other efforts relating to American students. The University is developing an international recruitment strategy for 2026-2027 including targeting certain areas in the United States of America (USA).
- The University will soon be issuing a communication regarding travel to the USA at this time. This will include reference to resources relating to international travel for University business.

2. Approval of the March 12, 2025 Meeting Minutes

Documentation was circulated with the Agenda.

Moved/Seconded

That the Minutes of the General Faculties Council Executive Committee meeting held on March 12, 2025 be approved.

Carried**3. Approval of Revisions to the Faculty of Science Faculty Council Terms of Reference**

Documentation was circulated with the Agenda. Kristin Baetz, Dean, Faculty of Science, and Stephen Hubbard, Vice-Dean, Faculty of Science, presented this item.

Highlights:

- The University Secretary reported that, in response to Committee member feedback at the Committee's February 12, 2025 meeting, a proposal is being developed to collapse the Faculty Council/Faculty Council Committee model given the main and often sole difference between the two bodies is the quorum requirement, and this proposal will come to the Committee's May 21, 2025 meeting. Proposals like the one before the Committee today, to approve revisions to the Faculty of Science Faculty Council Terms of Reference, were already moving through the governance system and will conclude their path.
- The proponents then highlighted the proposed changes to the Faculty of Science Faculty Council Terms of Reference, which align to the current template and update some wording.
- There were no questions.

Moved/Seconded

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

Carried**4. Recommendation of Revisions to the General Faculties Council (GFC) Academic Staff Criteria and Processes Handbook**

Documentation was circulated with the Agenda. Robin Yates, Administrative Co-Chair, Academic Staff Criteria and Processes Handbook Working Group (ASCPHWG), and Justine Wheeler, Academic Co-Chair, ASCPHWG, presented this item.

Highlights:

- The proponents reminded the Committee that the proposed revisions to the GFC Academic Staff Criteria and Processes Handbook (the Handbook) have been previously discussed by the Committee and GFC at their March and April meetings, respectively. The proponents reported that the revisions are minor this year, focusing on privacy, records retention, and housekeeping, and that it is expected that there will be more substantive revisions next year after there is a new Collective Agreement between the Faculty Association and the Board of Governors.
- In response to a question, it was confirmed that Faculties will need to align their Guidelines with the revised Handbook content. It was noted that Faculty Guidelines tend to refer to the Handbook rather than duplicate content.

Moved/Seconded

That the General Faculties Council (GFC) Executive Committee recommend that the GFC approve the revisions to the GFC Academic Staff Criteria and Processes Handbook, effective July 1, 2025, as set out in the document provided to the Committee.

Carried**5. Appointment of Two Academic Staff Members to the Academic Planning and Priorities Committee**

Documentation was circulated with the Agenda.

The University Secretary reported that, in the time since the documentation was provided to the Committee, Mark Bauer has been appointed as a Faculty of Science representative on the GFC, and so both Mark Bauer and Dawn Johnston are eligible for reappointment to the Academic Planning and Priorities Committee (APPC) as has been recommended for continuity.

The Committee generally discussed the pros and cons of reappointing members to committees and the importance of thinking carefully about reappointments. It was suggested that, in addition to the UToday call-for-names blurb published in advance of the Committee's appointment work, the Deans be asked to encourage nominations/offers to serve and to recommend academic staff members to be considered for the GFC committees as this may increase opportunities for participation. The University Secretary indicated that the Secretariat will follow up on this suggestion.

The Committee then named, in rank order, academic staff members to be approached by the University Secretariat to serve on the APPC. The first two individuals to agree to serve (one being a GFC member) will be deemed to be appointed by the Committee.

Secretary's Note: Following the meeting, Mark Bauer, Faculty of Science, and Dawn Johnston, Faculty of Arts, confirmed willingness to serve and are deemed to be appointed by the Committee.

6. 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 on the ASCPHWG. The first individual to agree to serve will be deemed to be appointed by the Committee.

7. Naming of the Graduate Academic Program Subcommittee Academic Co-Chair

Documentation was circulated with the Agenda.

The University Secretary reported that the current Academic Co-Chair of the Graduate Academic Program Subcommittee (GAPS) is starting a leave on July 1, 2025 and so needs to be replaced. The GAPS Co-Chair approached current member of the GAPS Justin MacCallum about taking on the role, and he has indicated willingness to do so.

Moved/Seconded

That the General Faculties Council Executive Committee name Justin MacCallum, Faculty of Science, 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**8. Nominations for the Election by GFC of Two Academic Staff Members to the Advisory Review Committee for the Dean of the Faculty of Veterinary Medicine**

Documentation was circulated with the Agenda.

The University Secretary reviewed the normal process and timeline for the work of a decanal advisory review committee, and the Chair reminded members that the academic staff members nominated to election to this committee must be tenured academic staff in accordance with the University's Appointment and Reappointment of Deans Policy.

The Committee then named, in rank order, academic staff members to be approached by the University Secretariat to stand for election to the Advisory Review Committee for the Dean of the Faculty of Veterinary Medicine. The election will be held electronically following the May 8, 2025 GFC meeting.

9. Review of the Draft May 8, 2025 GFC Agenda

Documentation was circulated with the Agenda.

The Committee reviewed the draft May 8, 2025 GFC agenda. There were no questions or comments.

10. Other Business

There was no other business.

11. Adjournment**Moved/Seconded**

That the General Faculties Council Executive Committee adjourn the April 16, 2025 meeting.

Carried

The meeting was adjourned at 3:12 p.m.

Courtney McVie
University Secretary