

Wednesday, May 21, 2025, 2:00 p.m.
Meeting #115

A167/Zoom

Voting Members

Ed McCauley, Chair – left after Item 9
Sandra Davidson, Vice-Chair
Jessica Ayala*
Tara Beattie
Olive Chapman
Gabriela Dziegielewska
Anna-Maria Hubert*
Aoife Mac Namara
Jeffrey Priest
Irtaza Sohail

Secretary

Courtney McVie

Scribe

Elizabeth Sjogren

Regrets

Jacqueline Jenkins
Satish Raj

Non-Voting Members

Kent Donlevy*

Guests

Sarah McGinnis, Senior Director, Communications Services – present for Item 9
Ellen Perreault, Dean, Faculty of Social Work – present for Item 3

**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 2:02 p.m. and confirmed quorum.

1. Meeting Opening

1.1. Approval of the Agenda

Moved/Seconded

That the Agenda for the May 21, 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:

- Gabriela Dziegielewska, Students' Union (SU) Vice-President (Academic), and Irtaza Sohail, Graduate Students' Association (GSA) President, were welcomed to their first meeting as General Faculties Council Executive Committee members. Aoife Mac Namara, Deans' Council representative, Olive Chapman, elected member, and Satish Raj, elected member, were acknowledged as this is their last meeting.
- Representatives of the University are working to establish relationships with new Ministers and others after the recent federal election and provincial Cabinet shuffle.
- There was an announcement on May 16, 2025 about the launch of the School of Public Policy's New North America Initiative. The initiative will be led by Carlo Dade, Director of International Policy, School of Public Policy, and topics to be tackled under the initiative will include Canada-United States relations and policy.

The Vice-Chair included the following in her remarks:

- The last convocation ceremony at the University of Calgary in Qatar (UCQ) campus was held May 11, 2025. The University is winding down the UCQ campus, and the convocation event was in part also a celebration of the University's impact on health care in Qatar.
- The University is hosting the national Together|Ensemble Conference on May 26, 2025. The hybrid conference is devoted to tracking progress on the United Nations' Sustainable Development Goals and advancing sustainability, and members of the University community are encouraged to attend.
- The Office of Institutional Commitments is currently seeking an Academic Director, Sustainability with a deadline of May 30, 2025 to apply.

2. Approval of the April 16, 2025 Meeting Minutes

Documentation was circulated with the Agenda.

Moved/Seconded

That the Minutes of the General Faculties Council Executive Committee meeting held on April 16, 2025 be approved.

Carried

3. Approval of Revisions to the Faculty of Social Work Faculty Council Terms of Reference

Documentation was circulated with the Agenda. Ellen Perreault, Dean, Faculty of Social Work, presented this item.

Highlights:

- The proponent described the proposed changes to the Faculty of Social Work Faculty Council Terms of Reference, which align the document to the current template and establish how the student members are appointed. It was reported that the Faculty of Social Work Faculty Council determined that it is not necessary to strike a Faculty Council Committee as the Council usually achieves quorum.
- One typographical revision on page 3 was suggested: "...attend in person if scheduled as ~~in-person~~ **in-person**."

Moved/Seconded

That the General Faculties Council Executive Committee approve the revisions to the Faculty of Social Work Faculty Council Terms of Reference, in the form provided to the Committee and with the requested amendment.

Carried**4. Merger of the Academic Program Subcommittee and the Calendar and Curriculum Subcommittee**

Documentation was circulated with the Agenda. Sandra Davidson, Provost and Vice-President (Academic) and Courtney McVie, University Secretary, presented this item.

Highlights:

- The proponent reported that it is being proposed to merge two of the Academic Planning and Priorities Committee (APPC) subcommittees, the Academic Program Subcommittee (APS) and the Calendar and Curriculum Subcommittee (CCS), into one subcommittee to be called the Undergraduate Academic Program Subcommittee (UAPS). The UAPS would be a sister committee to the existing Graduate Academic Program Subcommittee (GAPS), and the merger of the APS and CCS would provide efficiencies and align with practices at peer institutions. The UAPS will have a similar working group to that of CCS and GAPS, which will review items at an early stage.
- In response to questions, it was reported that:
 - There is cross-membership between the UAPS and GAPS in order to have awareness of each committee's items of business.
 - The GAPS reviews calendar change proposals in addition to program proposals, the same way that it is being proposed the UAPS will do.
 - The description of the UAPS Co-Chair role is deliberately left broad in the proposed UAPS Terms of Reference to provide flexibility.
- The proponent reported that the UAPS working group will be created this summer as an evolution of the CCS working group, and this may lead to some process and Terms of Reference changes.

Moved/Seconded

That the General Faculties Council Executive Committee approve the merger of the Academic Program Subcommittee and the Calendar and Curriculum Subcommittee with the name of the merged committee to be the Undergraduate Academic Program Subcommittee, as well as the proposed Terms of Reference and revisions to the meeting schedule, effective for Fall 2025, as recommended by the Academic Planning and Priorities Committee and as set out in the documents provided.

Carried**5. Nominations for the Election by GFC of Two 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 12, 2025 GFC meeting.

6. Nominations for the Election by GFC of Two Academic Staff Members to the Advisory Review Committee for the Dean of the Faculty of Science

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 Review Committee for the Dean of the Faculty of Science. The election will be held electronically following the June 12, 2025 GFC meeting.

7. Naming of the Academic Planning and Priorities Committee Academic Co-Chair

Documentation was circulated with the Agenda.

Highlights:

- The Committee heard that it is anticipated that the APPC will have a busy year in 2025-2026 and that it will also be getting used to the just-approved subcommittee changes, and so it is being recommended that the current APPC Academic Co-Chair be reappointed.
- It was observed that historical knowledge at this time will be helpful.

Moved/Seconded

That the General Faculties Council Executive Committee re-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, 2026 or until her time on the APPC ends, if that is sooner.

Carried

8. Naming of the Teaching and Learning Committee Academic Co-Chair

Documentation was circulated with the Agenda.

Highlights:

- The committee heard that the term of the current Academic Co-Chair of the Teaching and Learning Committee (TLC), Barbara Brown, Werklund School of Education, is ending June 30, 2025 and that she is not returning to the committee next year. The TLC Co-Chairs looked at the pool and recommend that Fabiola Aparicio-Ting, Cumming School of Medicine, be appointed as the TLC Academic Co-Chair. She is willing to serve if appointed.

Moved/Seconded

That the General Faculties Council Executive Committee name Fabiola Aparicio-Ting, Cumming School of Medicine, as the Academic Co-Chair of the Teaching and Learning Committee (TLC), for a term until June 30, 2027 or until her time on the TLC ends, if that is sooner.

Carried

9. Position on Statements

Documentation was circulated with the Agenda. Ed McCauley, President and Vice-Chancellor, Sandra Davidson,

Provost and Vice-President (Academic), and Sarah McGinnis, Senior Director, Communications Services, presented this item.

Highlights:

- The proponents reported that the Position on Statements formalises current practice and builds upon the University's Statement on Free Expression dated December 13, 2019. The Position on Statements aims to clarify that the University will only issue a statement on a matter that relates to the University's core business and functions.
- In response to questions, it was reported that:
 - The University learned from recent events, and this Position on Statements outlines that the institution will be consistent in its approach to ensure a more neutral university which provides room for more individual speech and debate.
 - There are other ways to respond to matters of concern, such as volunteering, raising donations, and holding dialogue events.
 - The Position on Statements will also apply to Faculties, Departments, and other units.
 - Individual members of the University community will remain free to comment on matters in alignment with our commitment to Free Expression.
 - Matters impacting the University's core business of teaching, learning, and research may warrant a statement, but, for example, natural disasters that do not impact the campus community would not.
 - If, through governance, the University has approved an item, such as *ii' taa'poh'to'p* (the Indigenous Strategy), this opens the door to the institution making a statement.
 - It is important to limit institutional statements on matters, as an institutional position may not align with the positions of all members of the University community.
- Discussion included:
 - It will be necessary to communicate broadly about the Position on Statements once it is finalised. The proponents reported that a leaders guide will also be developed after the Position on Statements is approved.
 - The Position on Statements will help leaders such as Deans in explaining why issuing a statement is not appropriate in some cases.
 - It was suggested that the Position on Statements be revised to clearly define what is meant by the "operation" of the University.

10. Faculty Council/Faculty Council Committee Terms of Reference Model

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

Highlights:

- The proponent reminded the Committee that, earlier this year, one of its members raised whether the Faculty Council/Faculty Council Committee model is necessary, or whether a Faculty Council quorum threshold could simply be lowered. The proponent reported that an analysis has been done, and it has been determined that the Alberta Interpretation Act does not apply to Faculty Councils.
- In response to questions, it was reported that:
 - Not all Faculties at the University have chosen to strike a Faculty Council Committee.

- Some Faculty Councils experience low engagement and routinely need to move into the Faculty Council Committee to handle business.
- The EC approves all Faculty Council Terms of Reference and each Faculty Council approves its own Faculty Council Committee Terms of Reference. Moving away from the Faculty Council/Faculty Council Committee model will give the EC better oversight.
- Each Faculty Council would recommend what its quorum threshold will be (e.g.; 1/2 or 1/3 of the membership, the members present) and the Faculty Council Terms of Reference would be brought to the EC for approval. There is no low limit to quorum, but 1/3 is a norm in the postsecondary sector. A Faculty Council's proposed quorum threshold would be considered on a case-by-case basis and in consideration of historical experience and peer institution practices.
- No body should be approving its own Terms of Reference, and Department level Terms of Reference should be approved by the Faculty Council.
- Establishing 'special quorum' provisions is not a practice in Alberta. This could create an unwanted lack of clarity.
- Faculty Councils are provided for under the Post-Secondary Learning Act, but it is interpreted that the Alberta Interpretation Act definition of 'board' does not apply to Faculty Councils as the Board of Governors is separate and Faculty Councils are not incorporated.
- University Legal Counsel has been consulted and agrees with the current position that the Alberta Interpretation Act does not apply to Faculty Councils.
- Proxy voting is not allowed. This is in the GFC Bylaws, the GFC Standing Committees General Terms of Reference, and the Faculty Council Terms of Reference template. Electronic voting is an avenue for bodies to use.
- Discussion included:
 - Lowering a Faculty Council's quorum threshold would simplify processes, for example sometimes a Faculty Council may move to Faculty Council Committee because Faculty Council quorum has not been met, but then quorum may be met partway into a meeting as more members arrive.
 - It is more desirable to have decisions made by a Faculty Council instead of a Faculty Council Committee.
- The Committee expressed agreement that the Secretariat should proceed to end the Faculty Council/Faculty Council Committee model and update the Faculty Council Terms of Reference template accordingly.

11. Review of the Draft June 12, 2025 GFC Agenda

Documentation was circulated with the Agenda.

Highlights:

- The Committee reviewed the draft June 12, 2025 GFC agenda.
- It was reported that refreshments and time for socialising will be hosted from 1:00-1:30 p.m.
- It was suggested that ample time should be provided for the GFC members to discuss the Position on Statements.

12. Annual Committee Performance Review

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

Highlights:

- Members expressed appreciation for the planning and organisation of the Committee's meetings, that there is a functional hybrid option for Committee meeting attendance, and that guests are brought in to support their items.
- The University Secretary invited members to reach out at any time with additional feedback.

13. Other Business

There was no other business.

14. Adjournment

Moved/Seconded

That the General Faculties Council Executive Committee adjourn the May 21, 2025 meeting.

Carried

The meeting was adjourned at 3:39 p.m.

Courtney McVie
University Secretary