



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

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General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, May 07, 2012  
3-15, UHALL  
2:00 PM – 4:00 PM

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### **ATTENDEES:**

#### Voting Members:

Carl Amrhein	Provost and Vice-President (Academic) and Chair, GFC Executive Committee (Delegate)
Colleen Skidmore	Provost and Vice-President (Academic) (Delegate)
Gerry Kendal	Vice-Provost and University Registrar
Dustin Chelen	Students' Union Vice-President (Academic)
Nathan Andrews	Graduate Students' Association Vice-President (Academic)
Ed Blackburn	Academic Staff, Member of GFC
Lee Livingstone	Academic Staff, Member of GFC
Lise Gotell	Academic Staff, Member of GFC
Anita Molzahn	Academic Staff, Member of GFC

#### Presenter(s):

Carl Amrhein	Provost and Vice-President (Academic) and Chair, GFC Executive Committee
Ed Blackburn	Associate Dean (Academic), Faculté Saint-Jean
Bill Connor	Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Line Croussette	Assistant Dean and Director of the Centre collégial de l'Alberta
Elaine Geddes	Associate Dean (Undergraduate Programs), Faculty of Business
John Law	Vice-Dean, Faculty of Law
Brenda Leskiw	Senior Associate Dean (Student Services), Faculty of Science (and Vice-Chair, GFC Academic Standards Committee)
Katharine Moore	Senior Administrative Officer, Office of the Vice-President (Research)

#### Staff:

Garry Bodnar	Coordinator, GFC Executive Committee
Marion Haggarty-France	University Secretary
Emily Paulsen	Scribe

### **OPENING SESSION**

#### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Items were rearranged on the Agenda in order to accommodate guests.

Motion: Molzahn/Livingstone

THAT the GFC Executive Committee approve the Agenda, as amended.

**CARRIED**

2. Approval of the Open Session Minutes of April 2, 2012

Materials before members are contained in the official meeting file.

Motion: Livingstone/Molzahn

THAT the GFC Executive Committee approve the Minutes of April 2, 2012.

**CARRIED**

3. Comments from the Chair

The Chair commented on a number of items of interest to members.

**ACTION ITEMS**

4. Proposed Rescission of GFC Policy Manual Section 121 (University Policy on Learned Journals)

Materials before members are contained in the official meeting file.

*Presenters:* Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee; Katharine Moore, Senior Administrative Officer, Office of the Vice-President (Research)

*Purpose of the Proposal:* To rescind GFC Policy Manual Section 121 – University Policy on Learned Journals. Several years ago, ‘Editing Scholarly Journals at the University of Alberta’ became an on-going funding program under the responsibility of the Vice-President (Research) portfolio. The program is administered by the Office of the Vice-President (Research). This current practice makes the need for a GFC Policy on Learned Journals no longer necessary.

*Discussion:*

Dr Amrhein explained that the rescission of this policy does nothing to diminish the support of learned journals at the University of Alberta—the policy is simply out-dated and unnecessary, given other support programs now in place. Dr Moore noted that support for learned journals has, in fact, increased, with much of that support coming from the Office of the Vice-President (Research).

There were no questions or comments.

Motion: Blackburn/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the proposed rescission of GFC Policy Manual Section 121 (University Policy on Learned Journals), as submitted by the Office of the Vice-President (Research), to take effect upon final approval.

**CARRIED**

5. Proposed Addition of ACCTG (Accounting) 467 to the List of Courses with Consolidated Exams

Materials before members are contained in the official meeting file.

*Presenter:* Elaine Geddes, Associate Dean (Undergraduate Programs), Faculty of Business

*Purpose of the Proposal:* To add ACCTG (Accounting) 467 to the list of courses for which consolidated final exams are scheduled. This will provide a more fair and accountable way of assessing students in multiple sections of this course. Previously, this course was taught by only one instructor who could ensure the comparability of examinations. Now, there are at least two instructors per term and at least three sections per term. The course is required by the Chartered Accountants (CA) for the CA School of Business. The material is challenging, and students need to be assured that they will be assessed equally, as this course is important to their professional futures. The problem of multiple sections is compounded when there is a night section of the course where the normal examination rules call for the exam to be held in the last class, thus depriving students in the night section of equivalent instructional time. The course has almost no registration by students in any faculty other than the Faculty of Business. There have been no out-of-Faculty undergraduate students in the course for at least three years.

*Discussion:*

Dr Geddes informed members that ACCTG 467 is a required course for accounting students; the grades achieved by students in this course often affect their future opportunities in the field. The proposal for a consolidated exam for this course would be the most efficient way to ensure fairness between its different sections.

During the ensuing discussion, the presenter addressed questions and comments including, but not limited to, the following: the process of reviewing and approving consolidated exams; how to ensure that material taught in different sections of the same course is consistent across all sections; and clarification on the nature of the ongoing collaboration between the instructors of this course.

Motion: Blackburn/Livingstone

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a proposal from the Faculty of Business for the addition of ACCTG (Accounting) 467 (Basic Income Tax) to the list of courses with consolidated exams, to take effect in the 2012-2013 academic year.

**CARRIED**

6. Proposed Assessment and Grading Policy Suite (in UAPPOL) and Proposed Revisions to University Calendar Section 23 (Academic Regulations) and Corresponding Rescission of Sections 52 (Examinations) and 61 (Grading System) of the GFC Policy Manual

Materials before members are contained in the official meeting file.

*Presenters:* Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; John Law, Vice-Dean, Faculty of Law; Brenda Leskiw, Senior Associate Dean (Student Services), Faculty of Science (and Vice-Chair, GFC Academic Standards Committee)

*Purpose of the Proposal:* To rescind existing GFC Policy Manual assessment and grading policies and procedures (Sections 52 and 61) and provide, instead, relevant (and revised) assessment and grading policy and procedures in the UAPPOL environment and to revise accordingly current University Calendar assessment and grading regulations, as set out in Section 23 (Academic Regulations).

*Discussion:*

Dr Connor explained to members that a significant portion of the policy suite before them came from work carried out by former Provost's Fellow Robert Luth, consisting of a great deal of research and consultation. He noted two important elements of the document: (a) communicating to the University community that marking on the curve is not mandated and (b) the movement of existing GFC policy on assessment and grading from the GFC Policy Manual into both the UAPPOL environment and the University Calendar. Dr Connor also noted the proposed policy suite had been recommended unanimously by the GFC Academic Standards Committee (ASC) to the GFC Executive Committee.

During the ensuing discussion, presenters addressed questions and comments, including but not limited to the following: clarification around the different processes for grading disagreements in various Faculties; concern with the lack of student consultation on the latest iteration of the proposed policy suite; the effort to allow flexibility among Faculties on grading and assessment; the difference between grade distribution and the use of the curve; expressions of concern that the document before members still needs work; and clarification on the differences between procedures and guidelines.

Mr Chelen indicated he was prepared to make a Motion to Table the item out of concern that it requires further work and consultation. Dr Connor responded by noting that he was of the opinion the proposed policy suite was in good order; was reflective of much of the work that had been done previously on the issues of assessment and grading by Professor Luth; had been supported unanimously by GFC ASC; and was unlikely to change even if referred back to GFC ASC for further review.

Motion: Chelen/Andrews

THAT the GFC Executive Committee table the proposed Assessment and Grading Policy Suite (in UAPPOL) and the proposed revisions to University Calendar Section 23 (Academic Regulations) and the corresponding rescission of Sections 52 (Examinations) and 61 (Grading System) of the GFC Policy Manual, pending further work and consultation with stakeholders on the overall proposal.

**DEFEATED**

For the record, it was noted that Mr Chelen and Mr Andrews voted in favour of this Motion.

Members then turned their attention to the original Motion that this proposed policy suite be recommended by the GFC Executive Committee to General Faculties Council (GFC) for approval.

The Chair noted the irregularity of unanimity of support by GFC ASC and the lack thereof within the GFC Executive Committee, considered to be one of two senior standing committees of GFC.

Motion: Skidmore/Blackburn

Opposed: Chelen/Andrews

THAT the GFC Executive Committee recommend to General Faculties Council the proposed Assessment and Grading Policy Suite (in UAPPOL) and proposed revisions to University Calendar Section 23 (Academic Regulations), as provided by the Office of the Provost and Vice-President (Academic) and as set forth in Attachments 1, 2, 3, 4, 5, and 6, and the corresponding rescission of GFC Policy Manual Section 52 (Examinations) and Section 61 (Grading System), all to be effective for the Fall Term, 2012.

**CARRIED**

7. Draft Agenda for the May 28, 2012 Meeting of General Faculties Council (GFC) and Discussion Regarding the June 18, 2012 Meeting of GFC

Materials before members are contained in the official meeting file.

*Presenter:* Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

*Purpose of the Proposal:* To consider the order of items on the draft Agenda for the General Faculties Council (GFC) meeting of May 28, 2012 and, upon doing so, approve the Agenda in its final form.

*Discussion:*

Dr Amrhein introduced the item, explaining that Item 6, the proposal to establish a Department of Women's and Gender Studies in the Faculty of Arts, should be removed from the draft Agenda because it would not be ready in time for the upcoming GFC meeting; he stated that members could expect to see it reappear, however, on a Council Agenda in the near future. He also asked that an update on Access Copyright be added as an item on the Agenda since the University is expected to sign a new agreement with this group shortly.

Motion: Livingstone/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the draft Agenda (as amended), for the May 28, 2012 meeting of General Faculties Council (GFC).

**CARRIED**

(There was no discussion regarding the June 18, 2012 meeting of GFC.)

## **DISCUSSION ITEMS**

### 8. Centre collégial de l'Alberta Calendar (External Publication)

Materials before members are contained in the official meeting file.

*Presenters:* Ed Blackburn, Associate Dean (Academic), Faculté Saint-Jean; Line Croussette, Assistant Dean and Director of the Centre collégial de l'Alberta

*Purpose of the Proposal:*

This document aims to inform the GFC Executive Committee that the Centre collégial de l'Alberta has created, following on the recommendation of the Provost and Vice-President (Academic) of the University of Alberta, its own Calendar. In doing so, this external publication provides basic Calendar information to students in the Techniques d'administration des affaires program. Students will be entering this program for the first time in September, 2012. This publication provides details for the program offerings. This external publication will also be available in French. Both versions, French and English, will be available on the Centre collégial de l'Alberta website.

*Discussion:*

Ms Croussette informed members that there have been a number of expressions of interest from potential applicants to the Centre collégial de l'Alberta, with two ready for formal admission. She noted that there has been extensive consultation that has helped produce the final version of the Centre collégial de l'Alberta Calendar, as before members.

Mr Kendal continued by noting that the manner in which the Centre collégial de l'Alberta Calendar will be

published is still an issue upon which his Office and the Centre are consulting.

After a question from a member regarding the small number of students who appeared interested in the programming offered by the Centre, Ms Croussette explained that active recruitment had only begun in March, 2012.

9. Access Copyright – Update

There were no documents.

*Presenter:* Carl Amrhein, Carl Amrhein, Provost and Vice-President (Academic) and Chair, GFC Executive Committee

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

Dr Amrhein explained that there is a proposed agreement on Access Copyright that the University of Alberta will have to decide upon by the end of May, 2012. He noted that, while the agreement is a bit more expensive upfront for the institution, the University of Alberta will not incur substantial increases in its overall copyright costs in the longer term.

10. Question Period

There were no questions.

**INFORMATION REPORTS**

11. Items Approved by the GFC Executive Committee by E-Mail Ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

Materials before members are contained in the official meeting file.

Review of Faculty Deans Procedure (UAPPOL) - Note Regarding Follow-up by Ms D Herman, Special Advisor to the Provost - Faculty Relations

**CLOSING SESSION**

13. Adjournment

The Chair adjourned the meeting at 3:50 pm.