



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, September 14, 2015  
University of Alberta Council Chamber, 2-100 University Hall  
2:00 PM - 4:00 PM

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### **ATTENDEES:**

#### Voting Members:

David Turpin	Chair, President and Vice-Chancellor
Sam Cheng	Member, Undergraduate Student At-large, Member of GFC
Lisa Collins	Member, Vice-Provost and University Registrar
Steven Dew	Member, Provost and Vice-President (Academic)
Duncan Elliott	Member, Academic Staff, Member of GFC
Paul Jurasz	Member, Academic Staff, Member of GFC
Anita Molzahn	Member, Academic Staff, Member of GFC
Fahim Rahman	Member, Vice-President (Academic), Students' Union, V-P Academic
Sean Robertson	Member, Academic Staff, Member of GFC
Harsh Thaker	Member, Graduate Students' Association Vice-President (Academic), V-P Academic
Mirko van der Baan	Member, Academic Staff, Member of GFC
Sheena Wilson	Member, Academic Staff, Member of GFC

#### Staff:

Meg Brolley, General Faculties Council (GFC) Secretary and Manager of GFC Services  
Marion Haggarty-France, University Secretary  
Andrea Patrick, Scribe

### **OPENING SESSION**

#### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter:* David Turpin, President and Chair, GFC Executive Committee

Motion: Molzahn/Elliott

THAT the GFC Executive Committee approve the Agenda.

**CARRIED**

#### 2. Approval of the Open Session Minutes of May 11, 2015

Materials before members are contained in the official meeting file.

*Presenter:* David Turpin, President and Chair, GFC Executive Committee

Motion: Elliott/van der Baan

THAT the GFC Executive Committee approve the minutes of May 11, 2015.

**CARRIED**

3. Comments from the Chair

The Chair welcomed members to the first meeting of the GFC Executive Committee for the 2015-16 academic year and invited members to introduce themselves.

The Chair reported that chairing the academic senate at the University of Victoria was one of his favourite roles as President of that institution and he looked forward to chairing GFC and also the GFC Executive Committee. He noted that he will be asked the committee for advice on items and expected that members come to the meeting well prepared and ready for discussion so that the group could quickly move through the agenda. He invited members to discuss the matter further.

During the discussion in regards to this, members expressed a number of comments and questions, including, but not limited to: that GFC members have not felt that recent meetings have been exciting that there has been a lack of initiatives at GFC; that members of the GFC Executive Committee considered inviting guest speakers to GFC to stimulate discussion; that visual aids would be helpful for discussions; that Chairs of GFC Standing Committees could attend GFC and speak to any items recently approved or recommended by them; that it is reasonable to expect members of GFC to read all material before the meeting, but that a small presentation may be needed in some cases; that GFC members have expressed concern about the lack of Motions presented to them.

**DISCUSSION ITEM**

4. GFC and Academic Governance at the University of Alberta

Materials before members are contained in the official meeting file.

*Presenter:* David Turpin, President and Chair, GFC Executive Committee

*Purpose of the Proposal:* To discuss a presentation on academic governance and institutional planning to be delivered at the General Faculties Council meeting of September 28, 2015.

*Discussion:*

The Chair invited members to review the distributed presentation slide handouts prepared for the GFC meeting of September 28, 2015. He noted that this presentation would introduce issues to GFC in order to engage members in discussing opportunities related to the strategic planning process. He specifically pointed out trends in student origins, changing demographics of both students and faculty members, and institutional revenue figures.

He then pointed out the slides regarding recent data about Canadian academic senates, adding that the last slide of the presentation summarized the data in relation to identified national issues in academic governance. He reported that, although the response rate from the University of Alberta was not high enough to provide institution-specific data, that the national data was still applicable to the University of Alberta.

During the discussion in relation to this presentation, members affirmed that GFC would like to be more engaged in planning for the academy, and that this presentation might assist members to clarify their roles

in academic decision-making. Another member commented on the presentation being complementary to Governance 101.

The Chair thanked members for their feedback and noted that this presentation would be fine-tuned for GFC on September 28, 2015.

## **ACTION ITEMS**

### 5. Proposed Changes to the Composition of the Council of the School of Public Health

Materials before members are contained in the official meeting file.

*Presenter:* Kue Young, Dean, School of Public Health

*Purpose of the Proposal:* To update the composition of the Council to reflect current participation and streamline the functioning of the Council.

*Discussion:*

Dr Young reported that this proposal intends to update composition of the Council of the School of Public Health and specifically recommends the removal of several external members. He noted that engagement of these external members has been minimal and that external organizations are engaged through other activities within the School. He added that the other proposed changes are editorial in nature, such as the removal of the reference to Capital Health, which no longer exists.

During the discussion in regards to this proposal, Dr Young took several questions and comments from members, and clarified that the deletion of external members in no way impacts the maintenance of important connections to the community. He reported that these will be cultivated outside of Council.

Motion: Molzahn/Wilson

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to the composition of the Council of the School of Public Health, as set forth in Attachment 1 submitted by the School of Public Health, to take effect upon final approval.

**CARRIED**

### 6. Proposed Changes to the Composition of the Council of Faculté Saint-Jean

Materials before members are contained in the official meeting file.

*Presenter:* Sheena Wilson, Assistant Professor, Faculté Saint-Jean

*Purpose of the Proposal:* To make editorial changes to the Composition of the Council of Faculté Saint-Jean.

*Discussion:*

Dr Wilson noted that the changes within the proposal are editorial in nature and reflect changes in position titles. There was no further discussion.

Motion: Wilson/Roberston

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council,

proposed amendments to the composition and membership of the Council of Faculté Saint-Jean, as submitted by Faculté Saint-Jean and as set forth in Attachment 1, to take effect upon final approval.

**CARRIED**

7. Proposed New Course Designation of PLAN in the Department of Earth and Atmospheric Sciences, Faculty of Science

Materials before members are contained in the official meeting file.

*Presenter(s):* Sandeep Agrawal, Professor, Faculty of Science; Robert Summers, Faculty Service Officer, Faculty of Science

*Purpose of the Proposal:* To introduce a new course designation, PLAN, as an identifier of courses related to a new Master of Science (MSc) in Urban and Regional Planning program, starting in Fall 2016.

*Discussion:*

Dr Agrawal provided members with a brief summary of this proposal, noting that the proposed course designation, PLAN, identifies courses which are associated with the new Master of Science (MSc) in Urban and Regional Planning.

He reported that the new designation will clearly identify that PLAN courses are part of the accredited courses of the Canadian Institute of Planners, and are part of the professional program in Planning, and not graduate programs in Human Geography, which are thesis-based.

Members, during the discussion of this proposal, expressed a number of questions and comments. Dr Agrawal confirmed that courses with this designation would only be available to students in the MSc Planning program and that there would be no cross-listing of courses.

Motion: Robertson/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, a new course designation of PLAN (Urban and Regional Planning), Department of Earth and Atmospheric Sciences, as submitted by the Faculties of Science and Graduate Studies and Research, to take effect for Fall Term, 2016.

**CARRIED**

8. Proposal from the Faculty of Nursing to add NURS 201-Introduction to Nursing Theory II to the List of Courses with Consolidated Exams

Materials before members are contained in the official meeting file.

*Presenter:* Carolyn Ross, Associate Dean (Undergraduate Programs), Faculty of Nursing

*Purpose of the Proposal:* To add NURS 201 to the list of courses for which consolidated final examinations are scheduled.

*Discussion:*

Dr Ross explained that there has been a need to propose additional consolidated exams due to scheduling issues.

Dr Ross took questions from members and confirmed that there were not many second year courses in Nursing with consolidated examinations, that no new days would need to be opened up for additional consolidated exams, and that there would not be conflicts with multiple exams for students.

Motion: Molzahn/Wilson

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of NURS 201 - Introduction to Nursing Theory II to the list of course with Consolidated Final Examinations, as submitted by the Faculty of Nursing, to take effect 2016-2017.

**CARRIED**

9. Changes to Section 30.5.2(6) of the Code of Student Behaviour: Appeal of Declining to Proceed with a Complaint

Materials before members are contained in the official meeting file.

*Presenter:* Deborah Eerkes, Director, Student Conduct and Accountability

*Purpose of the Proposal:* To simplify and make more efficient the current appeal of a decision not to proceed with a complaint under the Code of Student Behaviour (COSB) while maintaining the required fairness of the process. A change to section 30.5.2(6) of the Code of Student Behaviour, saving both time and resources for the institution without compromising fairness.

*Discussion:*

The Chair prefaced this item by noting that the Code of Student Behaviour requires that the Students' Union and Graduate Students Association receive advance notice regarding consideration of changes to the Code. He laid out two procedural options for members which would accommodate this notice: the GFC Executive Committee could approve this proposal on behalf of General Faculties Council (GFC) at their October meeting, or the Committee could forward it to GFC on September 28, 2015 for approval.

Ms Eerkes advised members that the proposed changes do not represent urgent changes and that the changes would not overload Deans. It was noted that students might appreciate the opportunity to consider this proposal at full GFC.

Motion: Wilson/Elliott

THAT the GFC Executive Committee, as recommended by the GFC Campus Law Review Committee, recommend to General Faculties Council approval of the proposed changes to Section 30.5.2(6) of the Code of Student Behaviour: Appeal of Declining to Proceed with a Complaint, as submitted by the Office of Student Judicial Affairs (OSJA), and as contained within Attachment 1 to be effective upon final approval.

**CARRIED**

10. Proposed Amendments to the Composition of the Selection/Review Committee for the Dean of Students

Materials before members are contained in the official meeting file.

*Presenter(s):* Wendy Rodgers, Deputy-Provost and Vice-President (Academic); Helen Vallianatos, Assistant Dean of Students

*Purpose of the Proposal:* To amend the UAPPOL Faculty Deans Selection Procedure Appendix A: Dean Selection Committees for Individual Faculties, Dean of Students, to ensure clarity and more inclusive and better balanced committee representation.

*Discussion:*

Dr Rodgers advised members that the proposal relates to changes to the composition of the Dean's Selection/Review Committee for the Dean of Students, which has not been amended since 1996. She reminded members that there will be an upcoming search procedure for the Dean of Students. She noted that changes include the removal of an outdated staff category, an update to the language surrounding student membership, and the addition of two academic staff representatives.

There was no further discussion.

Motion: Thaker/Roberston

THAT the GFC Executive Committee approve, under delegated authority from the Board of Governors and the General Faculties Council, proposed changes to the composition of the Dean Selection/Review Committee for Dean of Students as submitted by the Office of the Provost and Vice-President (Academic) and as set forth in Attachment 1, to take effect immediately.

**CARRIED**

11. Animal Ethics Policy Suite Revisions (in UAPPOL)

Materials before members are contained in the official meeting file.

*Presenter(s):* Walter Dixon, Associate Vice-President (Research); Susan Babcock, Acting Executive Director, Research Ethics Office

*Purpose of the Proposal:* To consolidate the Animal User Training Policy with the Animal Ethics Policy and update the Animal Ethics Policy to align with Canadian Council on Animal Care (CCAC) guidelines and policies and to reflect the introduction of new procedures as well as changes in organizational structure and business practices at the University.

*Discussion:*

Dr Dixon explained that the while the intent of the policy has not changed, proposed amendments reflect improved compliance with the Canadian Council of Animal Care (CCAC), as well as Tri-Council agreements, and finally, to better align with the University's existing rules and regulations as well as organizational structure. He reported that all of these proposed changes fall in line with the standard of minimal harm to animals. He noted that that during the development of this proposal, extensive academy-wide consultation was conducted.

Dr Dixon took questions from members in relation to why these changes were initiated, and whether it was imposed by CCAC or from within the University.

Motion I: Molzahn/Rahman

THAT the GFC Executive Committee recommends endorsement by General Faculties Council of revisions to the Animal Ethics Policy as submitted by the Office of the Vice-President (Research) as set forth in Attachment 1, to take effect upon final approval by the Board of Governors.

**CARRIED**

Motion II: Wilson/Rahman

THAT the GFC Executive Committee endorses and recommends to General Faculties Council the rescission of the Animal User Training Policy, to take effect upon final approval by the Board of Governors.  
**CARRIED**

12. Draft Agenda for the September 28, 2015 Meeting of General Faculties Council (GFC)

Materials before members are contained in the official meeting file.

*Presenter:* David Turpin, President and Chair, GFC Executive Committee

*Purpose of the Proposal:* To approve the agenda for the September 28, 2015 General Faculties Council meeting.

*Discussion:*

The Chair invited members to review the proposed Draft Agenda for the September 28, 2015 General Faculties Council (GFC) meeting. He asked members to consider the inclusion of two brief student presentations at the onset of the meeting, to remind the academy of the important work University of Alberta students are engaged in.

Members discussed this idea at length, and the Chair took questions relating to the topics of the presentations; whether the speakers were undergraduate or graduate students, and whether questions from Council members would be allowed following the presentations.

The Chair, receiving confirmation from members to include the student presentations, noted that they would be listed under the Report of the President on the Agenda.

Motion: Collins/Molzahn

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, the Agenda for the September 28, 2015 meeting of General Faculties Council (GFC), as amended, as set forth in Attachment 1.

**CARRIED**

**INFORMATION REPORTS**

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

There were no items.

14. Information Items Forwarded to Committee Members Between Meetings

There were no items.

**CLOSING SESSION**

15. Adjournment

The Chair adjourned the meeting at 3:00 p.m.