



General Faculties Council  
Executive Committee  
Approved Open Session Minutes

Monday, February 12, 2018  
2-31 South Academic Building (SAB)  
2:00 PM - 4:00 PM

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**ATTENDEES:**

David Turpin, Chair  
Lisa Collins  
Lesley Cormack  
Steven Dew  
Bill Foster  
Firouz Khodayari  
Al Meldrum

Shane Scott  
Eleni Stroulia  
Brent Swallow  
Jonathan White

**REGRETS:**

Sylvia Brown  
Delane Howie

**STAFF:**

Meg Brolley, Committee  
Coordinator  
Marion Haggarty-France,  
University Secretary  
Cheryl Trepanier, Scribe

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Khodayari/Cormack

THAT the GFC Executive Committee approve the Agenda.

**CARRIED**

2. Approval of the Open Session Minutes of January 15, 2018

Materials before members are contained in the official meeting file.

Motion: Cormack/Khodayari

THAT the GFC Executive Committee approve the Minutes of January 15, 2018.

**CARRIED**

3. Comments from the Chair

The Chair congratulated Lesley Cormack and Marion Haggarty-France for their efforts co-chairing the United Way campaign which raised \$691,064 – a record level of donations, and noted the efforts of the Chancellor as Honorary Chair.

The Chair announced that Dr. Matthias Ruth will officially begin duties as Vice President Research on May 1, 2018.

He provided an update on the budget and capital plan which will go to the Board of Governors for approval in March; he further noted that the narrative for the Comprehensive Institutional Plan (CIP) was being developed and would move through governance to meet the government's June deadline.

The Chair indicated that it was quiet on both the provincial and federal government fronts with no updates on the tuition review or the fundamental science review. Provost and Vice-President Dew communicated that the Roles and Mandates document was to go before Cabinet today.

With agreement from the committee, Item 9 was moved to the top of the agenda. After discussion of item 9, the Provost and Vice-President Dew assumed the chair for the remainder of the meeting.

### **ACTION ITEMS**

4. Amendments to Section 30.6.5(14) of the Code of Student Behaviour, Sections 11.8.9.4 of the Code of Applicant Behaviour, and Section 87.8 of the Practicum Intervention Policy

*Presenter(s):* Steven Penney

*Purpose of the Proposal:* To recommend editorial changes to the Code of Student Behaviour, Code of Applicant Behaviour, and the Practicum Intervention Policy

*Discussion:* Professor Penney indicated that the proposal reflected a series of editorial changes to reflect committee and unit name changes. He noted that, because these comprise part of the appeal procedures, the Student Conduct Policy Committee does not have delegated authority to approve the changes.

There was no discussion.

Motion: Collins/Scott

THAT the GFC Executive Committee recommend to General Faculties Council the proposed amendments to Section 30.6.5(14) of the Code of Student Behaviour, Sections 11.8.9.4 of the Code of Applicant Behaviour, and Section 87.8 of the Practicum Intervention Policy, as recommended by the GFC Student Conduct Policy Committee, to be effective July 1, 2018

**CARRIED**

5. Amendments to the Academic Appeals Policy

*Presenter(s):* Meg Brolley

*Purpose of the Proposal:* To approve changes to the Academic Appeals Policy.

*Discussion:* Ms Brolley noted that the changes proposed update committee and unit names, correct an omitted section from a previous version, and remove references to section numbers in the University Calendar.

There was no discussion.

Motion: Cormack/Stroulia

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, the proposed amendments to the Academic Appeals Policy, to be effective July 1, 2018.

**CARRIED**

6. Proposed Changes to Composition of Faculty Council, Faculty of Graduate Studies and Research

*Presenter(s):* Heather Zwicker, Vice-Provost and Dean, Faculty of Graduate Studies and Research

*Purpose of the Proposal:* To update the composition of the Council of the Faculty of Graduate Studies and Research.

*Discussion:* Dr Zwicker outlined the proposed changes:

- Clarify the Vice Dean FGSR as an *ex officio* member of Council.
- Reflect current and best practice in the nomination of departmental representation to FGSR Council and
- Allow for the GSA to consistently fill the slots for student representatives.

The committee proposed a friendly amendment to ensure that the wording in the composition accurately reflects the intended membership from the Graduate Students' Association (GSA).

Motion: Khodayari/Collins

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, proposed changes to the composition of Council of the Faculty of Graduate Studies and Research as set forth in Attachment 1 as amended, submitted by the Faculty of Graduate Studies and Research, to take effect upon final approval.

**CARRIED**

## **DISCUSSION ITEMS**

### 7. Helping Individuals at Risk (HIAR) and Office of Safe Disclosure and Human Rights (OSDHR) Annual Reports 2016-2017

*Presenter(s):* Deborah Williams, Interim Associate Vice-President (Audit and Analysis); Kris Fowler, Helping Individuals at Risk Case Team Coordinator

*Purpose of the Proposal:* In 2008, the University introduced the Office of Safe Disclosure and Human Rights as an intake service for issues arising under the Ethical Conduct and Safe Disclosure Policy. In 2010, the University created the Helping Individuals at Risk intake function to provide campus community with a centralized service for reporting at risk behaviour. The purpose of this report is to provide an overview of the activities of each office and to comment on trends and issues.

*Discussion:* Ms Williams indicated that a new online disclosure system contributed to the increased number of disclosures reported. Future initiatives will include enhanced tracking, a more proactive follow-up, and additional education. Ms Fowler spoke to an increased focus on early intervention and noted that additional staff in the unit had resulted in increased follow-up capacity.

### 8. Truth and Reconciliation Commission - Faculty of Native Studies

There were no documents.

*Presenter(s):* Chris Andersen, Dean, Faculty of Native Studies

*Discussion:* In preparation for presentation to GFC, Dean Anderson indicated that there are many positive initiatives happening across Faculties and the University and there was a need to communicate these stories. The committee made a number of suggestions: frame recommendations and approaches in terms of what has been done and what is envisioned; pick specific themes that are forward looking, including challenges; consider questions that can be posed to GFC; and consider renaming the item to "University of Alberta Institutional Response to TRC" to reflect that much of what is occurring on campus goes beyond the TRC.

### 9. Board of Governors / GFC /Senate Summit debrief (no documents)

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

*Discussion:* The committee provided positive feedback about the Summit with members identifying the opportunity to consider a diversity of opinions and points of view to problems a valuable experience.

10. GFC Executive ad hoc Transition Committee - update

There were no documents.

*Presenter(s):* Eleni Stroulia, Chair of transition committee

*Discussion:* Dr Stroulia gave an overview of the activities to date on the recommendations of the ad hoc committee. She then noted that the transition committee has been working on guidelines and questions to assist committees with looking at terms of reference and composition which would take place in March. She noted that this "March Madness" would be scheduled to occur during the regular meeting scheduled after the business part of the meeting was complete.

Dr Stroulia also reported on a 'transparent governance' project which will allow a search of all relevant documents including the meeting agendas and minutes. This is part of a student project and that team has been working closely with the governance team to understand the available data; a prototype will be delivered by the end of the term.

11. Update from Nominating Committee (no documents)

There were no documents.

*Presenter(s):* Jonathan White, Chair, GFC Nominating Committee

*Discussion:* Dr White reported that the Nominating Committee has met three times since December and has completed work on terms of reference for a free-standing nominating committee. A proposal will be coming forward to GFC for April 30, 2018.

**ACTION ITEMS**

12. Draft Agenda for the Next Meeting of General Faculties Council

Materials before members are contained in the official meeting file.

*Presenter(s):* Steven Dew, Acting Chair, GFC Executive Committee

*Purpose of the Proposal:* To approve the next Agenda for General Faculties Council (GFC).

*Discussion:*

The Chair indicated that the title of Item 6 would be changed to "University of Alberta Institutional Responses to the Truth and Reconciliation Commission"

Motion: Scott/Collins

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the February 26, 2018 meeting of General Faculties Council.

**CARRIED**

**DISCUSSION ITEMS**

13. Question Period

There were no questions.

**INFORMATION REPORTS**

14. Items Approved by the GFC Executive Committee by email ballots

There were no items.

15. Information Items Forwarded to GFC Executive Committee between Meetings

There were no items.

**CLOSING SESSION**

16. Adjournment

The Chair adjourned the meeting at 3:25 p.m.