



The following Motions and Documents were considered by the GFC Executive Committee at its Monday, May 04, 2020 meeting:

Agenda Title: **GFC Nominee to the Board of Governors – Variation in Election Process Due to COVID 19**

CARRIED MOTION:

THAT the GFC Executive Committee delegate authority to the GFC Secretary to vary the election process to move to a virtual nomination process for the collection of signatures for the nominator.

FINAL Item 3

FINAL Item No. 3

Governance Executive Summary
Action Item

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| Agenda Title | GFC Nominee to the Board of Governors – Variation in Election Process Due to COVID 19 |
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Motion

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| <p>THAT the GFC Executive Committee delegate authority to the GFC Secretary to vary the election process to move to a virtual nomination process for the collection of signatures for the nominator.</p> |
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Item

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| Action Requested | <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation |
| Proposed by | Ann Hodgson, Manager, Governance Operations |
| Presenter(s) | Marion Haggarty-France, University Secretary |

Details

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| Office of Administrative Responsibility | University Governance |
| The Purpose of the Proposal is (<i>please be specific</i>) | The proposal is before the committee because University Governance wishes to be transparent with the community about the variation in moving to the virtual nomination process. |
| Executive Summary (outline the specific item – and remember your audience) | <p>Dr Katharine Binhammer's term as the Academic Staff Representative (General Faculties Council Appointee) concludes on June 30, 2020.</p> <p>As part of the process to seek nominations, under normal circumstances, nomination forms are normally printed, physical signatures are gathered, and then scanned and sent to University Governance by email.</p> <p>Given COVID 19, and because members of our community are working virtually, it is not practical or safe to expect potential nominees to gather signatures via hard copy, scan and send the materials. And per the current directives to our community, it isn't reasonable to expect members to seek signatures in this traditional format. It may also discourage potential nominees from putting their names forward.</p> <p>Given C19 limitations, University Governance is seeking the ability to vary our current process and have nominators complete and submit an electronic form to serve as their "signed consent" verification. This is achievable and can be validated appropriately.</p> <p>Elections can take between 4 – 6 weeks (depending on how many nominations are received). University Governance plans to have the call for nominations and the process begin the week of May 4.</p> |
| Supplementary Notes and context | |

Item No. 3

Engagement and Routing (Include meeting dates)

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| <p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p> | <p><u><i>Those who are actively participating:</i></u></p> <ul style="list-style-type: none"> • University Governance |
| <p>Approval Route (Governance) (including meeting dates)</p> | <p>GFC Executive, May 4, 2020</p> |

Strategic Alignment

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| <p>Alignment with <i>For the Public Good</i></p> | <p>Please note the Institutional Strategic Plan objective(s)/strategies the proposal supports.</p> | | | |
| <p>Alignment with Core Risk Area</p> | <p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0" data-bbox="570 869 1544 1073"> <tr> <td data-bbox="570 869 1089 1073"> <input type="checkbox"/> Enrolment Management <input checked="" type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td data-bbox="1089 869 1544 1073"> <input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success </td> </tr> </table> | | <input type="checkbox"/> Enrolment Management <input checked="" type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure | <input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success |
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| <p>Legislative Compliance and jurisdiction</p> | <p>Cite reference to relevant legislation, policy, and governance committee(s) [title only is required].</p> | | | |

Attachments

1. Attachment 1 (Proposed Change to Nomination Process)

Prepared by: Ann Hodgson and Marion Haggarty-France, University Governance



ACADEMIC STAFF NOMINATIONS

FOR GFC NOMINEE TO THE BOARD OF GOVERNORS of the University of Alberta

Nomination Deadline: <> at 12:00 P.M. (Noon)

www.governance.ualberta.ca

In accordance to the *PSLA* [Section 16(3)], two members of the academic staff of the University of Alberta serve on the Board of Governors, one of whom is nominated by General Faculties Council (GFC) and one of whom is nominated by the Academic Staff Association (AASUA).

As of July 1, 2020, there will be a vacancy on the Board of Governors calling for one academic staff representative to be nominated by General Faculties Council (GFC). This position is currently held by Professor Katherine Binhammer Faculty of Arts.

A nomination/election process will now take place to fill this upcoming vacancy on the Board of Governors of the University of Alberta.

Nominations Criteria:

Regulations stipulate that the GFC-nominated "academic staff member who serves on the Board of Governors must come from Category A1.0."

Note: Nominee must be employed in Category A1.0 throughout the term of appointment to the Board and, in addition, must be willing and able to serve for the full term of the appointment on a continuous basis. A full term on the Board is normally three years. Staff who are on leave* are NOT eligible to serve as academic staff representatives on the Board of Governors.

* The term 'leave' includes: administrative leave, sabbatical, political, medical, parental, childbirth, disability, assisted, secondment.

More Details and Nomination documents are located on-line at www.governance.ualberta.ca

Nomination Process:

1. A Nominee must accept nomination and agree to stand for election.
2. A nomination must be supported by the virtual signatures of five (5) members of Staff Category A1.0 who have completed the following e-form (continuing full-time and/or part-time academic staff), not including the Nominee.
3. An on-line registration (Nominee record) must be created in the Nominee's name and can be completed by either the Nominator or Nominee. Note: A Nominee record will require nomination-specific details and a brief biographical sketch (up to a maximum of 150 words), in the event an election by GFC is required.
4. The nomination form (including the five virtual signatures of the five Nominators on the completed e-form) must be received by Ann Hodgson, Coordinator to the GFC Nominating Committee. Nominations must be received no later than <>at 12:00 P.M. (Noon).

Please contact Ann Hodgson if you have any questions regarding the nomination/election process at (email: ann.hodgson@ualberta.ca) or telephone: (780-492-1938).