



The following Motions and Documents were considered by the GFC Executive Committee at its Wednesday, February 10, 2021 meeting:

Agenda Title: **Executive ad hoc Governance Procedural Review Committee**

CARRIED MOTION:

THAT the GFC Executive Committee establish the the Executive ad hoc Governance Procedural Review Committee ad hoc Committee and approve the Terms of Reference as set forth in Attachment 1.

FINAL Item 7.

Agenda Title: **Draft Agenda for the Next Meeting of General Faculties Council**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the February 22, 2021 meeting of General Faculties Council, as set forth in Attachment 1, as amended.

FINAL Item 10.

FINAL Item No. 9

Governance Executive Summary
Action Item

Agenda Title	Draft Agenda for the Meeting of General Faculties Council
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Motion

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the February 22nd, 2021 meeting of General Faculties Council, as set forth in Attachment 1, as amended.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Bill Flanagan, President and Chair, GFC Executive Committee
Presenter(s)	Bill Flanagan, President and Chair, GFC Executive Committee

Details

Responsibility	GFC Executive Committee
The Purpose of the Proposal is <i>(please be specific)</i>	To approve the Agenda for the General Faculties Council meeting to be held on Monday, February 22 nd , 2021.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	The GFC Executive Committee is responsible for the approval of the agenda for all regular and special meetings of General Faculties Council, ensuring items are ready to be presented to GFC and are ordered and timed appropriately.
Supplementary Notes	<i>The General Faculties Council recommended, in a Committee of the Whole on February 8, 2021, that the “the agenda for the meeting of February 22nd include an item for GFC to determine a process for developing its position on metrics.”</i> <i>The Executive Committee amended the agenda for February 22nd to include: Item 10 “Development of a GFC position on metrics associated with academic restructuring”</i>

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	<i>Those who are actively participating:</i> Bill Flanagan, President and Vice-Chancellor and Chair, GFC Executive Committee Office of the President Office of the Provost and Vice-President (Academic) University Governance GFC Executive Committee
Approval Route (Governance)	GFC Executive Committee – February 10, 2021

Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21								
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing. <table border="0" style="width: 100%;"> <tr> <td><input type="checkbox"/> Enrolment Management</td> <td><input type="checkbox"/> Relationship with Stakeholders</td> </tr> <tr> <td><input type="checkbox"/> Faculty and Staff</td> <td><input type="checkbox"/> Reputation</td> </tr> <tr> <td><input type="checkbox"/> Funding and Resource Management</td> <td><input type="checkbox"/> Research Enterprise</td> </tr> <tr> <td><input type="checkbox"/> IT Services, Software and Hardware</td> <td><input type="checkbox"/> Safety</td> </tr> </table>	<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders	<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation	<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise	<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety
<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders								
<input type="checkbox"/> Faculty and Staff	<input type="checkbox"/> Reputation								
<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise								
<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety								

FINAL Item No. 9

	<input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Student Success
Legislative Compliance and jurisdiction	<i>Post-Secondary Learning Act (PSLA)</i> GFC Executive Committee Terms of Reference	

Attachment 1: Draft Agenda for the Special General Faculties Council Meeting of February 22, 2021

Prepared by: Kate Peters, Secretary to GFC, University Governance

General Faculties Council (GFC) Executive Committee *ad hoc* Governance & Procedural Review Committee

Purpose:

The Committee will have the responsibility to review GFC's Guiding Documents and Question Period Procedure.

This review is in accordance with the recommendations of the *ad hoc* Committee on Academic Governance including Delegated Authority and GFC's commitment to regular review of its processes.

Membership:

President or delegate, Chair
Two members of the GFC Executive Committee
One SU student representative
One GSA student representative
Two elected GFC faculty members
One GFC student member at the time of election

Resource members: University Governance staff and others as required

The *ad hoc* committee may add to its membership as it deems necessary.

Meetings:

The *ad hoc* committee will meet once or twice a month until their recommendations have been submitted to GFC Executive Committee.

Guests will be invited to attend as required. The *ad hoc* committee will determine if other consultation activities are needed.

Members may break out into groups to tackle individual documents or principles.

University Governance will provide administrative support to the committee and its working groups.

Terms of Reference:

1. To recommend revisions for review by GFC Executive Committee to the following documents:
 - Principles for GFC Delegation of Authority
 - Principles for GFC Standing Committee Composition
 - Roles and Responsibilities of Members
 - Meeting Procedural rules
 - GFC Question Period Procedure
2. To recommend a process for the required three-year review of GFC subcommittee terms of reference.
3. To review the Delegations of Authority and recommend any areas requiring further review and action.

4. To report regularly to GFC Executive Committee and GFC, and to consult members of GFC as required.

Timeline:

To be confirmed in consultation with the Chair and GFC Executive. The Committee shall review the scope of work and submit a workplan to GFC Executive Committee for review no later than April 12, 2021.

Priority shall be given to a review of the Meeting Procedural Rules.

FINAL Item No. 8

Governance Executive Summary
Action Item

Agenda Title	Executive <i>ad hoc</i> Governance and Procedural Review Committee
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Motion

THAT the GFC Executive Committee establish the <i>ad hoc</i> Governance Procedural Review Committee and approve the Terms of Reference as set forth in Attachment 1.
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Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	University Governance
Presenter(s)	Brad Hamdon, General Counsel and University Secretary Kate Peters, General Faculties Council Secretary

Details

Office of Administrative Responsibility	General Faculties Council
The Purpose of the Proposal is (<i>please be specific</i>)	The proposal is before the committee because of their delegated authority from General Faculties Council over governance procedural oversight. GFC Executive is asked to consider a proposal to establish an ad hoc committee to review GFC's Guiding Documents and Question Period Procedure. The proposed review is in accordance with the recommendations of the ad hoc Committee on Academic Governance including Delegated Authority. The committee's work will fulfill GFC's commitment to regular review of its processes.
Executive Summary (<i>outline the specific item – and remember your audience</i>)	On April 21, 2017, GFC endorsed the recommendations of the Ad Hoc Committee on Academic Governance including Delegated Authority and approved four guiding documents: <ul style="list-style-type: none"> • Principles for GFC Delegation of Authority • Principles for GFC Standing Committee Composition • Roles and Responsibilities of Members • Meeting Procedural rules <p>In accordance with good governance principles, the ad hoc committee agreed that the guiding documents, delegations of authority, and terms of reference should be reviewed at least every three years.</p> <p>The review of these documents falls under GFC Executive Committee's responsibility related to governance rules and procedural oversight. The ad hoc committee will begin with a review of the GFC Meeting Procedural Rules, Principles Documents and GFC Question Period Procedure and report back with recommendations to GFC Executive Committee.</p> <p>The Chair will work with University Governance to ensure appropriate committee composition.</p>
Supplementary Notes and context	

FINAL Item No. 8

Engagement and Routing

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	<u><i>Those who are actively participating:</i></u> <ul style="list-style-type: none"> GFC Executive Committee
Approval Route (Governance) (including meeting dates)	GFC Executive Committee, February 10, 2021

Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.	
	<input type="checkbox"/> Enrolment Management <input 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
Legislative Compliance and jurisdiction	<i>Post-Secondary Learning Act</i> General Faculties Council GFC Executive Committee	

Attachments

- Draft Terms of Reference for GFC Executive *ad hoc* Governance Procedural Review Committee

Prepared by: University Governance