
The following Motions and Documents were considered by the GFC Executive Committee at its Monday, September 11, 2023 meeting:

Agenda Title: **Proposed Changes to the Pharmacy and Pharmaceutical Sciences Faculty Council Composition**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Pharmacy and Pharmaceutical Sciences, as set forth in Attachment 1 to take effect upon final approval.

FINAL Item 5

Agenda Title: **Proposed Changes to the Kinesiology, Sport and Recreation Faculty Council Composition**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Kinesiology, Sport and Recreation (KSR), as set forth in Attachment 1, to take effect upon final approval.

FINAL Item 6

Agenda Title: **Proposed Changes to the Rehabilitation Medicine Faculty Council Composition**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Rehabilitation Medicine, as set forth in Amendment 1, to take effect upon final approval.

FINAL Item 7

Agenda Title: **Proposed Changes to the Dean Selection Committee Composition for the Faculties of Agricultural, Life, and Environmental Sciences, Nursing, Engineering, and Augustana.**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of the Faculty of Agricultural, Life and Environmental Sciences (ALES) as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of the Faculty of Nursing as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, the proposed change to the composition of the dean selection committee of the Faculty of Engineering as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of Augustana Campus as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

FINAL Item 8

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 September 18, 2023 meeting of General Faculties Council, as set forth in Attachment 1, as amended.

FINAL Item 12



FINAL ITEM NO. 5

Decision **Discussion** **Information**

ITEM OBJECTIVE: The proposal is before the committee because Faculty Council of Pharmacy and Pharmaceutical Sciences, has approved a Terms of Reference which includes composition and quorum.

DATE	September 11, 2023
TO	GFC Executive Committee
RESPONSIBLE PORTFOLIO	General Faculties Council

MOTION: THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Pharmacy and Pharmaceutical Sciences, as set forth in Attachment 1 to take effect upon final approval.

EXECUTIVE SUMMARY:

Background

The Faculty of Pharmacy and Pharmaceutical Sciences created terms of reference for its Faculty Council that were discussed and approved at FoPPS faculty council. Prior to approval they were discussed within the leadership team and at Academic Staff Meetings.

The Post-Secondary Learning Act stipulates that each faculty of the university must have a faculty council (S 28 (1)) and describes the required composition (S 28(2)). The PSLA also allows any other persons recommended by the faculty council and approved by the General Faculties Council to hold membership on faculty councils (S 28(2)(e))

Supporting Materials:

FoPPS faculty council terms of reference as approved by FoPPS Faculty Council May 16, 2023.

Approval Route:

FoPPS Faculty Council May 16, 2023
GFC Executive Committee September 11, 2023 (for final approval)



Sections 28, 29, and 30 of the [Post-Secondary Learning Act \(PSLA\)](#) set out the composition and role of faculty and school councils.

1. Mandate and Role

Each faculty of a university must have a faculty council [S.28(1)].

Powers of faculty council [S.29(1)]:

Subject to any conditions or restrictions that are imposed by the general faculties council, a faculty council may:

- a) determine programs of study for which the faculty is established,
- b) appoint the examiners for examinations in the faculty, conduct the examinations and determine the results of them,
- c) provide for the admission of students to the faculty,
- d) determine the conditions under which a student must withdraw from or may continue the student's program of studies in the faculty, and
- e) authorize the granting of degrees.

A meeting of a faculty council must be held at any time on the summons of the dean of the faculty [S. 29(2)].

A faculty council may delegate any of its powers, duties and functions [S 29(3)].

2. Composition ([Approved by GFC Executive Committee](#))

Statutory Members [S.28(2)]:

- Dean of the faculty/school (Chair)
- President
- All full-time members of the academic staff of the faculty/school in [Category A](#)
- A representative of a professional regulatory or accreditation body, nominated by that body.
 - Alberta College of Pharmacy (ACP)

Appointed Members:

- Any other persons recommended by the faculty council and approved by general faculties council [S. 28(2)(e)].
 - Faculty of Medicine and Dentistry
 - Faculty of Science
 - Libraries
 - All excluded Management and Professional Staff (category D1.2)
 - One member of the continuing support staff – To be selected by continuing support staff (2 year term)

- Faculty councils must include graduate and undergraduate students in numbers to be determined by each faculty council (GFC MAY 28 2001).
 - Two Undergraduate students -To be selected by the undergraduate students' association (APSA) using whatever method the association deems suitable. If the association is unable to fill the required number of undergraduate student positions by September 30 of any given year, the UAlberta Students' Union will be responsible for the selection of the undergraduate representatives.
 - One Graduate student - To be selected by the Graduate Students' Association (PGSA) using whatever method the Association deems suitable.
- Observers (non voting)
 - Secretary to the Council, designated by the Dean
 - Representative from the Alberta Pharmacists' Association
 - All other persons invited to attend a Council meeting

3. Council Meetings

Schedule

Meetings will be scheduled three to four times per year. Additional meetings of faculty council (regular or special) may be called by the chair.

Dates and time of meetings will be provided to members at least two months in advance, with the exception of special or emergency meetings.

4. Quorum ([Approved by GFC Executive Committee](#))

40% of voting membership

(EXEC 10 JAN 2005) (EXEC 07 APR 2008) (EXEC 10 FEB 2014)(EXEC XX XX XX)

Approved by FoPPS FC on May 16, 2023



FINAL ITEM NO. 6

Decision **Discussion** **Information**

ITEM OBJECTIVE: The proposal is before the committee because Faculty Council of Kinesiology, Sport and Recreation, has approved a Terms of Reference which includes composition and quorum.

DATE	May 15, 2023
TO	GFC Executive Committee
RESPONSIBLE PORTFOLIO	General Faculties Council

MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Kinesiology, Sport and Recreation (KSR), as set forth in Attachment 1, to take effect upon final approval.

EXECUTIVE SUMMARY:

Background

The Faculty of Kinesiology, Sport and Recreation (KSR) created terms of reference for its Faculty Council that were discussed and approved at KSR faculty council. Prior to approval they were discussed within the leadership team and at Faculty Executive.

The Post-Secondary Learning Act stipulates that each faculty of the university must have a faculty council (S 28 (1)) and describes the required composition (S 28(2)). The PSLA also allows any other persons recommended by the faculty council and approved by the General Faculties Council to hold membership on faculty councils (S 28(2)(e))

Supporting Materials:

KSR faculty council terms of reference as approved by KSR Faculty Council March 29, 2023.

***See Schedule A for additional items to include if needed.**

Approval Route:

KSR Faculty Council March 29, 2023

GFC Executive Committee, September 11, 2023

Position of Faculty Council within University of Alberta Governance

The University of Alberta is governed bicamerally by the Board of Governors and General Faculties Council (GFC); they share and balance power within the University and are called upon to provide both oversight and strategic vision. GFC is the University's senior academic governing body defined in the Post-Secondary Learning Act (PSLA) and is responsible for the academic affairs of the University, subject to the authority of the Board of Governors. The Board of Governors has primary responsibility for the business affairs of the Institution.

General Faculties Council (GFC) operates by authority of the Post-Secondary Learning Act (PSLA). The PSLA allows GFC to delegate its responsibilities to GFC standing committees and other persons, including Faculty Councils.

Faculty council has the following delegated powers: (Source: GFC terms of reference, [GFC delegations link](#))

Heading	Authority	Effective Date	Source I	Limitations
Academic Appointments	Changes to the composition of the review committee reviewing a Dean	26-Apr-12	Faculty Deans Review Procedure (Recruitment Policy) (UAPPOL)	Recommended by Faculty/Provost
Academic Procedures and Regulations	Granting of posthumous degrees	05-Nov-07	Degrees Policy (UAPPOL)	Each case will be examined on its own merits
Academic Procedures and Regulations	Granting of degrees/Approve official list of graduating students	05-Nov-07	Degrees Policy (UAPPOL)	A student graduating from a combined degrees program must have both Faculties grant the degrees, and will receive two separate parchments, two separate degree annotations on transcripts, and can attend two convocation ceremonies
Academic Procedures and Regulations	Establish regulations for one-time class cancellations	17-Aug-09	Academic Schedule Policy (UAPPOL)	For courses offered by that Faculty

Academic Procedures and Regulations	Develop and provide guidelines to instructors setting out a reasonable distribution of grades in the Faculty or department	28-May-12	Assessment and Grading Policy (UAPPOL)	Guidelines must be brought to GFC PC for information and communicated to students through the University Calendar
Academic Procedures and Regulations	Approve the withholding of evaluative course material	28-May-12	Access to Evaluative Course Material Procedure (Assessment and Grading Policy) (UAPPOL)	The Faculty must have a policy that ensures the evaluative material to be exempted is neither permitted to leave the classroom nor made available to students in any manner outside the classroom. Faculty Councils shall refer these exemptions to the Students' Union for information.

The PSLA also speaks to the powers of faculty councils and those, with corresponding and additional functions as listed below. The composition of a faculty council is identified in the GFC manual. The composition of KSR's faculty council is provided below. Changes to faculty council membership voted on at faculty council must be approved by the GFC executive council.

1 - Post-Secondary Learning Act Section 29: Powers of faculty councils

1.1	Determine the programs of study for which the faculty is established
1.2	Appoint the examiners for examinations in the faculty, conduct the examinations and determine the results of them
1.3	Provide for the admission of students to the faculty
1.4	determine the conditions under which a student must withdraw from or may continue the student's program of studies in the faculty
1.5	Authorize the granting of degrees, subject to any conditions or restrictions that are imposed by the general faculties council
1.6	A faculty council may delegate any of its powers, duties and functions under this Act as it sees fit and may prescribe conditions governing the exercise or performance of any delegated power, duty or function, including the power of subdelegation. Delegation in KSR will follow the principles of delegation used by GFC .

2 – FUNCTIONS of Faculty Council

2.1	To vote on all curriculum changes prior to going through governance external to the faculty. KSR DELEGATION: To UPC & GPC approval of minor editorial changes to existing program Calendar materials.
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2.2	To appoint the examiners for examinations in the faculty, conduct the examinations and determine the results thereof. KSR DELEGATION: Approval of graduate examining committee composition delegated to the Associate Dean Graduate
2.3	To provide for the admission of students to the faculty, subject to the admission standards and policies determined by the General Faculties Council. KSR DELEGATION: To UPC & GPC approval of minor editorial changes to existing Faculty regulations.
2.4	To determine the conditions under which a student must withdraw from or may continue their program of studies in the faculty KSR DELEGATION: To UPC & GPC approval of minor editorial changes to existing Faculty regulations.
2.5	To authorize the granting of degrees to persons in any branch of learning for instruction in which the faculty is established KSR DELEGATION: KSR SSO prepared. Approval Delegated to Dean. Reported to Faculty Council.
2.6	To approve standards according to which the performance of academic staff members will be evaluated
2.7	The Council shall approve academic policy for the faculty, except in areas specifically entrusted to the Dean through the Faculty Agreement or by administrative mandate
2.8	To make announcements and provide a forum for sharing and discussion on matters of importance to KSR

3 - Responsible to

General Faculty Council

4 – Composition (all voting members unless otherwise indicated)

	Membership	Method of Appointment	Term of Office
	Dean of the Faculty of Kinesiology, Sport, and Recreation-Chair	Ex-Officio	Duration of appointment
	Faculty General Manager	Ex-Officio	Duration of appointment
	University President	Ex-Officio	Duration of appointment
	All full time academic staff in category A (see Recruitment Policy appendix A for definition)	Ex-Officio	Duration of appointment
	Associate Deans	Ex-Officio	Duration of appointment

	Assistant Deans	Ex-Officio	Duration of appointment
	Faculty Service Officers	Ex-Officio	Duration of appointment
	Director: The Steadward Centre	Ex-Officio	Duration of appointment
	NASA representative from Faculty executive	Elected to faculty executive	3 year term
	Registrar	Additional member	Duration of appointment
	One (1) representative College Health Science (outside the Faculty of KSR)	Additional member	Elected in home faculty. Term length TBC
	One (1) representative College of Natural & Applied Sciences	Additional member	Elected in home faculty. Term length TBC
	One (1) representative College of Social Sciences & Humanities	Additional member	Elected in home faculty. Term length TBC
	One (1) representative Community-Facing Faculties (CJS, Native Studies or Augustana)	Additional member	Elected in home faculty. Term length TBC
	Four (4) undergraduate students representing the four Degree programs (Bachelor of Kinesiology, Bachelor of Science in Kinesiology, Bachelor of Kinesiology/Bachelor of Education, Bachelor of Arts and Recreation, Sports and Tourism) as determined by the Kinesiology, Sport, and Recreation Students' Society (KSRSS)	Additional members	1 year
	Three (3) graduate students, as determined by the Kinesiology, Sport, and Recreation Graduate Students' Society (KSRGSS)	Additional members	1 year

5 - Meetings

5.1	Twice per term in Fall and Winter and once per term in Spring
5.2	A meeting of a faculty council must be held at any time on the summons of the dean of the faculty

6 - Quorum

6.1	40% of voting membership
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7 – Agendas and Minutes

7.1	The faculty executive committee will determine which items are placed on the agenda and the order of items. The Dean’s office executive assistant will take minutes for faculty council. Agendas and minutes will be shared with faculty council via a link in the calendar invite. Difficulties in accessing meeting materials should be brought to the Dean’s office executive assistant.
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9 - Reporting

9.1	Provided, as appropriate, to GFC
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10 - Chair and EA Responsibilities

10.1	Review the Terms of Reference yearly and recommend changes if necessary.
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10.3	Review committee membership in January of each year and advise the nominations chair of positions coming up for election
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11 - Revision history

11.1	
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FINAL ITEM NO. 7

Decision **Discussion** **Information**

ITEM OBJECTIVE: The proposal is before the committee because the Faculty Council of Rehabilitation Medicine has approved a Terms of Reference which includes composition and quorum.

DATE	September 11, 2023
TO	GFC Executive Committee
RESPONSIBLE PORTFOLIO	General Faculties Council

MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the Council of the Faculty of Rehabilitation Medicine, as set forth in Amendment 1, to take effect upon final approval.

EXECUTIVE SUMMARY:

Background

The Faculty of Rehabilitation Medicine (FRM) updated their terms of reference for its Faculty Council that were discussed and approved at FRM faculty council. Prior to approval they were discussed within the leadership team and at Faculty Executive.

The Post-Secondary Learning Act (PSLA) stipulates that each faculty of the university must have a faculty council (S 28 (1)) and describes the required composition (S 28(2)). The PSLA also allows any other persons recommended by the faculty council and approved by the General Faculties Council to hold membership on faculty councils (S 28(2)(e)).

Supporting Materials:

FRM Faculty Council terms of reference as approved by FRM Faculty Council May 24, 2023.

***See Schedule A for additional items to include if needed.**

Approval Route:

*May 24, 2023 – FRM Faculty Council
September 11, 2023 – GFC Executive Committee*



Sections 28, 29 and 30 of the [Post-Secondary Learning Act \(PSLA\)](#) set out the composition and role of faculty and school councils.

1) Mandate and role

Each faculty of a university must have a faculty council [S.28(1)].

Powers of faculty council [S.29(1)]:

Subject to any conditions or restrictions that are imposed by the general faculties council, a faculty council may:

- a) Determine programs of study for which the faculty is established,
- b) Appoint the examiners for examinations in the faculty, conduct the examinations and determine the results of them,
- c) Provide for the admission of students to the faculty,
- d) Determine the conditions under which a student must withdraw from or may continue the student's program of studies in the faculty, and
- e) Authorize the granting of degrees.

A meeting of a faculty council must be held at any time on the summons of the dean of the faculty [S.29(2)].

A faculty council may delegate any of its powers, duties and functions [S.29(3)].

2) Composition (Approved by GFC Executive Committee)

Statutory Members [S.28(2)]:

Voting

- a) Dean of the faculty/school (Chair)
- b) President
- c) Vice Dean, Faculty of Rehabilitation Medicine
- d) All full-time members of the academic staff of the faculty in [Category A](#).

Non-Voting

- e) Faculty General Manager, Faculty of Rehabilitation Medicine
- f) Representative of a professional regulatory or accreditation body, nominated by that body:
 - i) One representative Alberta College of Speech-Language Pathologists & Audiologists - Registrar (or delegate)

- ii) One representative Alberta College of Occupational Therapists (ACOT): Registrar (or delegate)
- iii) One representative Society of Alberta Occupational Therapists (SAOT): President (or delegate)
- iv) Two representatives of Physiotherapy Alberta College and Association: Registrar (or delegate) and President (or delegate)

Appointed Members (Voting):

- g) Registrar's Office
- h) One representative Faculty of Education
- i) One representative Faculty of Science
- j) One representative Faculty of Arts
- k) One representative Faculty of Medicine and Dentistry
- l) One student representative in the professional program, Department of Communication Sciences & Disorders
- m) One student representative in the professional program, Department of Occupational Therapy
- n) One student representative in the professional program, Department of Physical Therapy
- o) One student representative PhD or MSc Rehabilitation Science Program

Method of Appointment:

- p) Statutory members: ex officio
- q) Appointed members: appointed by the respective bodies

Term of Appointment:

- r) Statutory members: ex officio
- s) Registrar's Office: ex officio
- t) Faculties external to Rehabilitation Medicine: 1-3 years as determined by each external faculty.
- u) Student representatives: one year

3) Quorum

Quorum is 40% of voting members.

4) Procedures

- a) Faculty council will be held at least 3 times per annum in the fall, winter, and spring/summer.
- b) Meetings will be held in person or virtually as determined by the dean of the faculty.
- c) Motions shall normally be adopted on a simple majority of members.

- d) Occasionally matters before Faculty council will be restricted to either ATS or Faculty membership voting. Motions will reflect this restriction.
- e) Electronic vote: The Chair of the Faculty Council may hold an electronic vote to address matters of routine business that do not require real-time deliberation or to address urgent matters that must be decided before the next scheduled meeting, subject to the following:
 - i) An electronic vote will always be preceded by a report detailing the decision to be made and indicating the rationale for using an electronic vote. The report will include a clear and unambiguous proposed motion.
 - ii) The report will be circulated by email to all members who are eligible to vote on the decision being made, along with a request for a mover and a seconder for the proposed motion. The report may also be circulated to any or all other non-voting members at the discretion of the Chair.
 - iii) A report will be circulated for at least 48 hours, and if a mover and seconder have been identified, the Administrative Support to the Faculty Council will distribute the electronic vote to all members who are eligible to vote.
 - iv) Typically voting will be done via Google Forms, which provides a close date and time for voting (voting will be open for at least 8 hours).
 - v) The decision on whether or not a vote has been received within the voting period will be based on receipt within the open voting period of the Google Form.
 - vi) Once the electronic vote has been initiated, there can be no further electronic discussion on the matter.
 - vii) Abstention is only permitted when there is an obvious conflict of interest.
 - viii) Once a member has cast their vote, they cannot recall or change their vote. Members will agree to the following statement when completing the Google Form with their vote: "By submitting this electronic vote, I confirm I have had an opportunity to review the materials provided on this issue and am confident in my decision."
 - ix) If new information arises during the voting period that may have changed the outcome of the vote, The Faculty Council Chair has the discretion to cancel the electronic vote and hold an in person meeting if enough substantial changes are brought forward.
 - x) Quorum for the vote will be determined based on the number of "yes" and "no" votes selected in the Google Form. If quorum is not reached, the outcome of the decision is nullified.
 - xi) The Administrative Support to the Faculty Council will advise on the outcome of the decision by email to all participants at the earliest opportunity.

Changes to the Terms of Reference

- 1) 2023 - New template provided by the General Faculties Council (January 30, 2023) replaces the previous terms of reference used 2016-2022. Update includes eligibility and definition of academic staff membership.
- 2) 2019 - Updated to include details regarding electronic voting.
- 3) 2006 - Updated quorum requirements as per GFC to 40% of voting membership.

Approvals and Amendments

February 16, 2023 - FRM Executive Committee for discussion

March 16, 2023 - FRM Executive Committee for approval

May 24, 2023 - FRM Faculty Council Approval



Decision **Discussion** **Information**

ITEM OBJECTIVE: Proposed changes to the composition of the dean selection committee for the Faculty of Agricultural, Life and Environmental Sciences

DATE	September 11, 2023
TO	General Faculties Council Executive
RESPONSIBLE PORTFOLIO	Faculty of Agricultural, Life and Environmental Sciences

MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of the Faculty of Agricultural, Life and Environmental Sciences (ALES) as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

EXECUTIVE SUMMARY:

Background

Stan Blade’s second term as dean will end on June 30, 2024, therefore a Faculty of ALES dean selection committee is needed to begin its work and select a new dean for the faculty. A review of the dean selection committee has been done and there are updates required.

Analysis / Discussion

Proposed update to the committee:

One (1) Full-time Administrative Professional Officer (APO) Member (Category A1.2) or one (1) Full-time Faculty Service Officer (FSO) Member (Category A1.3), or one (1) Career or Term 12 Academic Teaching Staff (ATS) Member (Category A2.1) or one (1) full-time management and professional staff (Category D1.2), elected by the members and staff in the Categories A1.2, A1.3, A2.1 and D1.2.

(Total members: ~~13~~ 14)

Next Steps

Changes will take place immediately upon approval of GFC Executive in order for the committee to begin its work

Supporting Materials:

Attachment 1.1 - ALES Dean Selection Committee Composition (proposed additions in red)

SCHEDULE A:

Engagement and Routing

Consultation and Stakeholder Participation / Approval Route (parties who have seen the proposal and in what capacity) <[Governance Resources Section Student Participation Protocol](#)>

GOVERNANCE OUTLINE



ITEM NO. 8A

Those who are actively **participating**:

- ALES Faculty Council

Those who have been **consulted**:

- Chair, Faculty of Agricultural, Life and Environmental Sciences Dean Selection Committee

Those who have been **informed**:

- University Governance

Approval Route:

- ALES Faculty Council
- GFC Executive

Supplementary Notes / Context:

Prepared by Sheila Stosky, Selection and Review Initiatives Manager, Office of the Provost
selrev@ualberta.ca



[Faculty Deans Selection Procedure Appendix A: Dean Selection Committees for Individual Faculties](#)

Agricultural, Life & Environmental Sciences

The selection committee shall consist of the following voting members:

- a) Provost and Vice-President (Academic), or designee, Chair.
- b) Vice-President (Research and Innovation), or designee, Vice-Chair.
- c) Vice-Provost and Dean of the Faculty of Graduate Studies and Research, or designee.
- d) Four (4) Full-time Continuing or Contingent Faculty Members (Categories A1.1 or A1.6) with at least one (1) from each department elected by and from the membership of the ALES Faculty Council. At least one of the four faculty members is to be a Department Chair in the Faculty of ALES.
- e) Two (2) full-time students from the Faculty concerned. When either graduate students or undergraduate students outnumber their counterparts by more than 20:1, both representatives shall be from the larger group. [Note: As of 1996 this ratio means that there will be one undergraduate student and one graduate student on all committees except Law and Faculté Saint-Jean (where each will have two undergraduates).]

Where a Faculty is departmentalized, the students shall come from different Departments.

The undergraduate student representative(s) will be selected by the Undergraduate Student Association of Agricultural, Life and Environmental Sciences using whatever method the Association deems suitable. Once selected, the names and contact information of these student representatives must be forwarded by the Association to the Faculty Office, and the Students' Union. If the Association is unable to fill the required number of undergraduate students, then the Students' Union will be responsible for the selection of the undergraduate representatives.

The graduate student representative(s) shall be selected through the following mechanism. Each Departmental Graduate Student Association shall forward a name to the Graduate Students' Association and the representative will be elected by the Graduate Students' Association Council. If no Departmental Graduate Student Association exists or if no names are forwarded by the existing associations, the Graduate Students' Association shall be responsible for forwarding a name to the Graduate Students' Association.

- f) Two (2) persons who are the representatives of the appropriate professional or community associations. The representatives are from two of the following: the Association of Alberta Forest Management Professionals, the Alberta Institute of Agrologists, the Alberta Human



Ecology and Home Economics Association, or the College of Dietitians of Alberta.

- g)** One (1) Full-time member of the support staff (Category S1.0 and S2.0) from the Faculty concerned, elected by the full-time support staff (Category S1.0 and S2.0) in that Faculty. The Provost and Vice-President (Academic) shall be responsible for directing the election of any support staff member serving on a selection committee described in the Selection of Faculty Deans Procedure and the Review of Faculty Deans Procedure.
- h)** One (1) academic staff representative from Category A1.0, from outside the Faculty concerned, elected by GFC.
- i)** One (1) Full-time Administrative Professional Officer (APO) Member (Category A1.2) or one (1) Full-time Faculty Service Officer (FSO) Member (Category A1.3), or one (1) Career or Term 12 Academic Teaching Staff (ATS) Member (Category A2.1) or one (1) full-time management and professional staff (Category D1.2), elected by the members and staff in the Categories A1.2, A1.3, A2.1 and D1.2.

(Total members: ~~13~~ 14)



Decision **Discussion** **Information**

ITEM OBJECTIVE: Proposed changes to the composition of the dean selection committee for the Faculty of Nursing

DATE	September 11, 2023
TO	General Faculties Council Executive
RESPONSIBLE PORTFOLIO	Faculty of Nursing

MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of the Faculty of Nursing as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

EXECUTIVE SUMMARY:

Background

Greta Cumming’s term as dean will come to an end on June 30, 2024, therefore a Faculty of Nursing Dean Selection Committee is needed to begin its work and select a new dean for the faculty. A review of the dean selection committee has been done and there are updates required.

Analysis / Discussion (changes noted in red)

Proposed addition to the committee:

d) **Faculty of Nursing Faculty General Manager**

Updates:

g) One (1) person who is the representative of the appropriate professional or community association. The professional association represented is the ~~College and Association of Registered Nurses of Alberta (CARNA)~~ **College of Registered Nurses of Alberta (CRNA)**.

j) One (1) senior officer to represent Nursing from ~~Capital Health~~ **Alberta Health Services**.

Risk Discussion / Mitigation of the Risk

These changes are required to ensure representation of the Faculty of Nursing community on the committee for this important decision.

Where applicable, list the legislation that is being relied upon

These changes have gone before and have been approved by the Nursing Faculty Council.

Next Steps

Changes will take place immediately upon approval of GFC Executive in order for the committee to begin its work

Supporting Materials:

Attachment 3.1 - Nursing Dean Selection Committee Composition (proposed additions/changes in red)

GOVERNANCE OUTLINE



SCHEDULE A:

Engagement and Routing

Consultation and Stakeholder Participation / Approval Route (parties who have seen the proposal and in what capacity) <[Governance Resources Section Student Participation Protocol](#)>

Those who are actively participating:

- Nursing Faculty Council

Those who have been consulted:

- Chair, Faculty of Nursing Dean Selection Committee

Those who have been informed:

- University Governance

Approval Route:

- Nursing Faculty Council
- GFC Executive

Supplementary Notes / Context:

Prepared by Sheila Stosky, Selection and Review Initiatives Manager, Office of the Provost
selrev@ualberta.ca

[Faculty Deans Selection Procedure Appendix A: Dean Selection Committees for Individual Faculties](#)**Nursing**

The selection committee shall consist of the following voting members:

- a) Provost and Vice-President (Academic), or designee, Chair
- b) Vice-President (Research), or designee, Vice Chair.
- c) Vice-Provost and Dean of the Faculty of Graduate Studies and Research, or designee.
- d) **Faculty of Nursing Faculty General Manager**
- e) Four (4) full-time continuing faculty members (Categories A1.1 or A1.6) from the Nursing Faculty Council elected by the Nursing Faculty Council.
- f) Two (2) full-time students from the Faculty concerned. When either graduate students or undergraduate students outnumber their counterparts by more than 20:1, both representatives shall be from the larger group. [Note: As of 1996 this ratio means that there will be one undergraduate student and one graduate student on all committees except Law and Faculté Saint-Jean (where each will have two undergraduates).]

The undergraduate student representative(s) will be selected by the Nursing Undergraduate Association using whatever method the Association deems suitable. Once selected, the names and contact information of these student representatives must be forwarded by the Nursing Undergraduate Association to the Faculty Office, and the Students' Union. If the Association is unable to fill the required number of undergraduate students, then the Students' Union will be responsible for the selection of the undergraduate representatives.

The graduate student representative(s) shall be selected by the organized Faculty Graduate Student Association, by whatever means the organization deems suitable. This name shall be forwarded to the Graduate Students' Association and the representative will be ratified by the Graduate Students' Association Council. If no Faculty Graduate Student Association exists, the Graduate Students' Association shall be responsible for forwarding a name to the Graduate Students' Association Council for ratification.

- g) One (1) person who is the representative of the appropriate professional or community association. The professional association represented is the ~~College and Association of Registered Nurses of Alberta (CARNA)~~ **College of Registered Nurses of Alberta (CRNA)**.
- h) One (1) full-time member of the support staff (Category S1.0 or S2.0) from the Faculty concerned, elected by the full-time support staff (Category S1.0 or S2.0) in that Faculty. The Provost and Vice-President (Academic) shall be responsible for directing the election of any



support staff member serving on a selection committee described in the Selection of Faculty Deans Procedure and the Review of Faculty Deans Procedure.

i) One (1) academic staff representative from Category A1.0, from outside the Faculty concerned, elected by GFC.

j) One (1) senior officer to represent Nursing from ~~Capital Health~~ **Alberta Health Services**.

k) One (1) additional representative from the A2.1 or A2.2 academic staff category to the Dean Search and Selection Committee.

(Total members: ~~14~~ **15**)



Decision **Discussion** **Information**

ITEM OBJECTIVE: Proposed change to the composition of the dean selection committee for the Faculty of Engineering

DATE	September 11, 2023
TO	General Faculties Council Executive
RESPONSIBLE PORTFOLIO	Faculty of Engineering

MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, the proposed change to the composition of the dean selection committee of the Faculty of Engineering as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

EXECUTIVE SUMMARY:

Background

The Provost and Vice-President (Academic) has called for the establishment of a faculty dean selection committee in order for it to begin its work this September 2023. Simaan Abourizk has held the dean role on an interim basis since July 1, 2021. A review of the dean selection committee composition has been done and there is one update required.

Analysis / Discussion

Proposed update (in red) to the committee:

g) One (1) full-time continuing administrative professional officer (Category A1.2) or one (1) full-time continuing faculty service officer (Category A1.3), **or one (1) full-time continuing management and professional staff (Category D1.2)** elected by the full-time continuing staff in categories A1.2, A1.3 and D1.2.

Risk Discussion / Mitigation of the Risk

This change is required to ensure representation of the Faculty of Engineering community on the committee for this important decision.

Where applicable, list the legislation that is being relied upon

This change has gone before and has been approved by ALES Faculty Council.

Next Steps

Changes will take place immediately upon approval of GFC Executive in order for the committee to begin its work

Supporting Materials:

Attachment 2.1 - Engineering Dean Selection Committee Composition (proposed addition in red)

GOVERNANCE OUTLINE



SCHEDULE A:

Engagement and Routing

Consultation and Stakeholder Participation / Approval Route (parties who have seen the proposal and in what capacity) <[Governance Resources Section Student Participation Protocol](#)>

Those who are actively participating:

- Engineering Faculty Council

Those who have been consulted:

- Chair, Faculty of Engineering Dean Selection Committee

Those who have been informed:

- University Governance

Approval Route:

- Engineering Faculty Council
- GFC Executive

Supplementary Notes / Context:

Prepared by Sheila Stosky, Selection and Review Initiatives Manager, Office of the Provost
selrev@ualberta.ca

[Faculty Deans Selection Procedure Appendix A: Dean Selection Committees for Individual Faculties](#)

Engineering

The selection committee shall consist of the following voting members:

- a) Provost and Vice-President (Academic), or designee, Chair.
- b) Vice-President (Research), or designee, Vice-Chair.
- c) Six (6) full-time continuing faculty members (Categories A1.1 or A1.6), with at least one (1) from each Department elected by and from the membership of the Engineering Faculty Council. At least one of the six faculty members is to be a Department Chair in the Faculty of Engineering.
- d) Two (2) full-time students from the Faculty concerned. When either graduate students or undergraduate students outnumber their counterparts by more than 20:1, both representatives shall be from the larger group. [Note: As of 1996 this ratio means that there will be one undergraduate student and one graduate student on all committees except Law and Faculté Saint-Jean (where each will have two undergraduates).]

Where a Faculty is departmentalized, the students shall come from different Departments.

The undergraduate student representative(s) will be selected by the Engineering Students' Society using whatever method the Society deems suitable. Once selected, the names and contact information of these student representatives must be forwarded by the Engineering Students' Society to the Faculty Office, and the Students' Union. If the Society is unable to fill the required number of undergraduate students, then the Students' Union will be responsible for the selection of the undergraduate representatives.

The graduate student representative(s) shall be selected through the following mechanism. Each Departmental Graduate Student Association shall forward a name to the Graduate Students' Association and the representative will be elected by the Graduate Students' Association Council. If no Departmental Graduate Student Association exists or if no names are forwarded by the existing associations, the Graduate Students' Association shall be responsible for forwarding a name to the Graduate Students' Association Council for ratification.

- e) One (1) person who is the representative of the appropriate professional or community association. The professional association represented is the Association of Professional Engineers and Geoscientists of Alberta (APEGA).
- f) One (1) full-time member of the support staff (Category S1.0 or S2.0) from the Faculty concerned, elected by the full-time support staff (Category S1.0 or S2.0) in that Faculty. The Provost and Vice-President (Academic) shall be responsible for directing the election of any support staff member serving on a selection committee described in the Faculty Deans Selection Procedure and the Faculty Deans Review Procedure.



- g) One (1) full-time continuing administrative professional officer (Category A1.2) or one (1) full-time continuing faculty service officer (Category A1.3), **or one (1) full-time continuing management and professional staff (Category D1.2)** elected by the full-time continuing staff in categories A1.2, A1.3 and D1.2.
- h) One (1) academic staff representative from Category A1.0, from outside the Faculty concerned, elected by GFC.
- i) Vice-Provost and Dean of the Faculty of Graduate Studies and Research, or designee.

(Total members: 15)



Decision Discussion Information

ITEM OBJECTIVE: Proposed changes to the composition of the dean selection committee for Augustana Campus

DATE	September 11, 2023
TO	General Faculties Council Executive
RESPONSIBLE PORTFOLIO	Augustana Campus

MOTION:

THAT the GFC Executive Committee approve, under delegated authority from the General Faculties Council, proposed changes to the composition of the dean selection committee of Augustana Campus as set forth in Attachment 1, submitted by the faculty to take effect upon final approval.

EXECUTIVE SUMMARY:

Background

Dr. Demetres Tryphonopoulos’s term as dean and executive officer of Augustana Campus will come to an end on June 30, 2024, therefore a dean selection committee is needed to begin its work and select a new dean for the faculty. A review of the dean selection committee has been done and there are updates required.

Analysis / Discussion

Proposed update to the committee (**updates in red**):
d) Four (4) full-time ~~continuing~~ faculty members (Categories A1.1 or A1.6 **or A2.1**) **or part-time continuing faculty members (Category A1.5), or Academic Administrators (excluded) (Category D1.1)** from the Faculty Council concerned elected by the Faculty Council. **The outgoing Dean is not eligible in the Academic Administrators (excluded) category.** ~~and one (1) full-time continuing academic staff member (Category A1.2 or A1.4) whose primary appointment is on the Augustana campus, elected by that Faculty Council.~~ (In departmentalized Faculties at least one of the four A1.1 or A1.6 faculty members will be a Department Chair from within the Faculty and unless there are three or fewer Departments, all four shall come from different Departments.)

i) One (1) full-time academic staff or management and professional staff member (Category A1.2, A1.3, A1.4, or D1.2) whose primary appointment is on the Augustana campus, elected by that Faculty Council.

(Total Members ~~42~~ **13**)

Risk Discussion / Mitigation of the Risk

These changes are required to ensure representation of the Augustana Campus community on the committee for this important decision.

GOVERNANCE OUTLINE



Where applicable, list the legislation that is being relied upon

These changes have gone before and have been approved by the Augustana Campus Faculty Council.

Next Steps

Changes will take place immediately upon approval of GFC Executive in order for the committee to begin its work

Supporting Materials:

Attachment 4.1 - AUG Dean Selection Committee Composition (proposed updates in red)

SCHEDULE A:

Engagement and Routing

Consultation and Stakeholder Participation / Approval Route (parties who have seen the proposal and in what capacity) <[Governance Resources Section Student Participation Protocol](#)>

Those who are actively **participating**:

- Augustana Campus Faculty Council

Those who have been **consulted**:

- Chair, Augustana Campus Dean Selection Committee

Those who have been **informed**:

- University Governance

Approval Route:

- Augustana Faculty Council
- GFC Executive

Supplementary Notes / Context:

Prepared by Sheila Stosky, Selection and Review Initiatives Manager, Office of the Provost
selrev@ualberta.ca

[Faculty Deans Selection Procedure Appendix A: Dean Selection Committees for Individual Faculties](#)

2) AUGUSTANA FACULTY

The selection committee shall consist of the following voting members:

- a) Provost and Vice-President (Academic), or designee, Chair.
- b) Vice-President (Research), or designee, Vice-Chair.
- c) Vice-Provost and Dean of the Faculty of Graduate Studies and Research, or designee.
- d) Four (4) full-time ~~continuing~~ faculty members (Categories A1.1 or A1.6 ~~or A2.1~~) ~~or part-time continuing faculty members (Category A1.5), or Academic Administrators (excluded) (Category D1.1)~~ from the Faculty Council concerned elected by the Faculty Council. ~~The outgoing Dean is not eligible in the Academic Administrators (excluded) category. and one (1) full-time continuing academic staff member (Category A1.2 or A1.4) whose primary appointment is on the Augustana campus, elected by that Faculty Council.~~ (In departmentalized Faculties at least one of the four A1.1 or A1.6 faculty members will be a Department Chair from within the Faculty and unless there are three or fewer Departments, all four shall come from different Departments.)
- e) Two (2) full-time undergraduate students from the Faculty concerned. Where a Faculty is departmentalized, the students shall come from different Departments. The undergraduate student representatives will be selected by Augustana Students' Association using whatever method the Association deems suitable. Once selected, the names and contact information of these student representatives must be forwarded by the Association to the Faculty Office and the Students' Union. If the Association is unable to fill the required number of undergraduate students, then the Students' Union will be responsible for the selection of the undergraduate representatives.
- f) One (1) full-time member of the support staff (Category S1.0 and S2.0) whose primary appointment is at the Augustana Campus, elected by the full-time support staff (Category S1.0) whose primary appointment is at the Augustana Campus. The Provost and Vice-President (Academic) shall be responsible for directing the election of any support staff member serving on a selection committee described in the Selection of Faculty Deans Procedure and the Review of Faculty Deans Procedure.
- g) One member of the community.
- h) One (1) academic staff representative from Category A1.0, from outside the Faculty concerned, elected by GFC.

i) One (1) full-time academic staff or management and professional staff member (Category A1.2, A1.3, A1.4, or D1.2) whose primary appointment is on the Augustana campus, elected by that Faculty Council.

(Total Members ~~42~~ 13)



Decision **Discussion** **Information**

ITEM OBJECTIVE: To approve the Agenda for the General Faculties Council meeting to be held on Monday, September 18, 2023.

DATE	September 11, 2023
TO	GFC Executive Committee
RESPONSIBLE PORTFOLIO	GFC Executive Committee

MOTION:

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the September 18, 2023 meeting of General Faculties Council, as set forth in Attachment 1, as amended.

EXECUTIVE SUMMARY:

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.

Supporting Materials:

Attachment 1: Draft Agenda for the General Faculties Council Meeting of September 18, 2023

Engagement and Routing

Consultation and Stakeholder Participation / Approval Route (parties who have seen the proposal and in what capacity) <[Governance Resources Section Student Participation Protocol](#)>

Those who are actively participating:

- 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: GFC Executive Committee – September 18, 2023 – For discussion

Monday, September 18, 2023
Council Chamber, 2-100 University Hall (UNH)
2:00 PM - 4:00 PM

OPENING SESSION 2:00 - 2:20 PM

Ceremony

Francis Whiskeyjack

1. Approval of the Agenda Bill Flanagan
2. Report from the President/Comments from the Chair (no documents) Bill Flanagan
 - Introduction of the Chancellor and Board Chair

CONSENT AGENDA 2:20 - 2:25 p.m.

[If a member has a question or feels that an item should be discussed, they should notify the Secretary to GFC, in writing, two business days or more in advance of the meeting so that the relevant expert can be invited to attend.]

Bill Flanagan

3. Approval of the Open Session Minutes of May 29, 2023
4. New Members of GFC
Motion: To Approve Items in the Consent Agenda

ACTION ITEMS

5. Strategic Plan for Research and Innovation (SPRI) 2:25 - 2:40 p.m. Aminah Robinson Fayek
Motion: To Recommend Board of Governors Approval

DISCUSSION ITEMS

6. Question Period 2:40 - 3:10 p.m. Bill Flanagan
7. University of Alberta Students' Union Goals Christian Fotang
Graduate Students' Association Board Work Plan 3:10 - 3:30 p.m. Bishoi Aziz
8. Final Draft of the Budget Model 3:30 - 4:00 p.m. Todd Gilchrist
Verna Yiu

INFORMATION REPORTS

[If a member has a question about a report, or feels that a report should be discussed by GFC, they should notify the Secretary to GFC, in writing, two business days or more in advance of the meeting so that the Committee Chair (or relevant expert) can be invited to attend.]

11. Report of the GFC Executive Committee
12. Report of the GFC Academic Planning Committee
13. Report of the GFC Programs Committee
14. GFC Nominations and Elections
15. Report of the Board of Governors
16. Information Items:
 - A. Annual Report to Government
 - B. Student Academic Integrity Policy Suite
 - C. 2024-2025 Academic Schedule
17. Information Forwarded to GFC Members Between Meetings
 - University of Alberta Mail - Message from President and Vice-Chancellor, Bill Flanagan

CLOSING SESSION

18. Adjournment
 - Next Meeting of General Faculties Council: October 16, 2023

Presenter(s):

Bill Flanagan	President and Vice-Chancellor, University of Alberta
Aminah Robinson Fayek	Vice-President (Research and Innovation)
Christian Fotang	President, Students Union, University of Alberta
Bishoi Aziz	President, GSA
Todd Gilchrist	Vice-President (University Services and Finance)
Verna Yiu	Interim Provost and Vice-President (Academic)

Documentation was before members unless otherwise noted.

Meeting REGRETS to:	Heather Richholt, 780-492-1937, richholt@ualberta.ca
Prepared by:	Kate Peters, GFC Secretary and Manager of GFC Services
University Governance	www.governance.ualberta.ca

