

The following Motions and Documents were considered by the General Faculties Council at its Monday, June 07, 2021 meeting:

Agenda Title: **New Members of GFC**

CARRIED MOTION:

TO APPOINT/REAPPOINT:

The following graduate student representatives at-large to serve on GFC for terms commencing June 7, 2021 and ending April 30, 2022:

Andrew Locke, Oncology
Mary Olukotun, Nursing
Sanhita Pal, Mechanical Engineering
Heba Aref, Pharmacy and Pharmaceutical Sciences
Shashi Kumar, English and Film Studies

The following undergraduate student representative to serve on GFC for a term commencing June 7, 2021 and ending April 30, 2022:

Harnoor Kalra, Engineering

The following non-academic staff representatives nominated by the Non-Academic Staff Association (NASA), for a term beginning July 1, 2021 and ending June 30, 2024:

Marsha Boyd, NASA Representative
Kyle Foster, NASA Representative

CARRIED MOTION:

TO RECEIVE:

The following statutory faculty members who have been elected/re-elected by their Faculty, to serve on GFC for term of office beginning July 1, 2021 and ending June 30, 2024:

Shauna Wilton, Augustana Faculty
Joel Gehman, Faculty of Business
Jennifer Branch-Meuller, Faculty of Education
Jacqueline Leighton, Faculty of Education
Jerine Pegg, Faculty of Education

The following ex officio member to serve on GFC for a term beginning July 1, 2021 and extending for the duration of the appointment:

Aminah Robinson Fayek, Vice-President (Research and Innovation)

FINAL Item 4

Agenda Title: **Proposal for the Establishment of the GFC Committee on the Documentation of Indigeneity (CDI)**

CARRIED MOTION:

THAT General Faculties Council approve the proposed terms of reference for a New GFC Committee on the Documentation of Indigeneity (CDI), as set forth in attachment 1, to take effect upon approval.

CARRIED MOTION:

THAT General Faculties Council approve the proposed changes to the 2021-2022 *University Calendar* to reflect the creation of the GFC Committee on the Documentation of Indigeneity (CDI), as set forth in attachment 2.

FINAL Item 5

Agenda Title: **Proposed Changes to the Terms of Reference for the GFC Academic Planning Committee and the Proposed Disbanding of the GFC Undergraduate Awards and Bursaries Committee**

CARRIED MOTION:

THAT the General Faculties Council disband the GFC Undergraduate Awards and Bursaries Committee and approve the proposed changes to the terms of reference for the GFC Academic Planning Committee, as set forth in attachment 1, effective July 1, 2021.

FINAL Item 6

Agenda Title: **Recommendations of the Committee of the Whole**

CARRIED MOTION:

THAT the General Faculties Council (GFC) approve the proposed Terms of Reference for the GFC ad hoc Committee for the Formal Review of the Consultations and Action Processes for Academic Restructuring in the Fall of 2020 in response to Recommendation #4 of the Committee of the Whole, as set forth in Attachment 1, as amended.

FINAL Item 7

Agenda Title: **Metrics Associated With Academic Restructuring**

CARRIED MOTION:

THAT the General Faculties Council recommend that the Board of Governors approve the proposed metrics associated with academic restructuring, as set forth in Attachment 1.

FINAL Item 8

[Click here to enter text.](#)

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New Members of GFC

MOTION I: TO APPOINT/REAPPOINT:

The following graduate student representatives at-large to serve on GFC for terms commencing June 7, 2021 and ending April 30, 2022:

Andrew Locke	Oncology
Mary Olukotun	Nursing
Sanhita Pal	Mechanical Engineering
Heba Aref	Pharmacy and Pharmaceutical Sciences
Shashi Kumar	English and Film Studies

The following undergraduate student representative to serve on GFC for a term commencing June 7, 2021 and ending April 30, 2022:

Harnoor Kalra	Engineering
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The following non-academic staff representatives nominated by the Non-Academic Staff Association (NASA), for a term beginning July 1, 2021 and ending June 30, 2024:

Marsha Boyd	NASA Representative
Kyle Foster	NASA Representative

MOTION II: TO RECEIVE:

The following statutory faculty members who have been elected/re-elected by their Faculty, to serve on GFC for term of office beginning July 1, 2021 and ending June 30, 2024:

Shauna Wilton	Augustana Faculty
Joel Gehman	Faculty of Business
Jennifer Branch-Meuller	Faculty of Education
Jacqueline Leighton	Faculty of Education
Jerine Pegg	Faculty of Education

The following ex officio member to serve on GFC for a term beginning July 1, 2021 and extending for the duration of the appointment:

Aminah Robinson Fayek	Vice-President (Research and Innovation)
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FINAL Item No. 5

Governance Executive Summary
Action Item

Agenda Title	Proposal for the Establishment of the GFC Committee on the Documentation of Indigeneity (CDI)
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Motion

THAT General Faculties Council approve the proposed terms of reference for a New GFC Committee on the Documentation of Indigeneity (CDI), as set forth in attachment 1, to take effect upon approval.

Motion

THAT General Faculties Council approve the proposed changes to the 2021-2022 <i>University Calendar</i> to reflect the creation of the GFC Committee on the Documentation of Indigeneity (CDI), as set forth in attachment 2.

Item

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	Steven Dew, Provost and Vice-President Academic
Presenter(s)	Florence Glanfield, Vice-Provost (Indigenous Programming & Research) Melissa Padfield, Vice-Provost and University Registrar Chris Andersen, Dean, Faculty of Native Studies Shana Dion, Assistant Dean, First People's House

Details

Office of Administrative Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (<i>please be specific</i>)	<p>This proposal recommends the establishment of the Committee on the Documentation of Indigeneity (CDI) as a standing committee with delegated authority from General Faculties Council to determine the standards and approve policy respecting the documentation of Indigeneity.</p> <p>Given the specific responsibilities to respond to the Truth and Reconciliation Commission Calls to Action, the proposed delegation of GFC authority to the Committee on the Documentation of Indigeneity (CDI) has been designed to ensure that decision-making on the documentation of Indigeneity is informed by Indigenous perspectives and the specific Indigenous knowledge regarding questions of Indigeneity.</p> <p>The proposal includes an update to the calendar section currently entitled "Admission of Aboriginal Applicants," which would bring the section into alignment with the proposed functions of the CDI and its delegated authority from GFC.</p>
Executive Summary (<i>outline the specific item – and remember your audience</i>)	<p>The University of Alberta is committed to the recruitment, retention and graduation of Indigenous students. Recognizing that Indigenous voices have traditionally been under-represented in higher education, we strive towards increasing the University's Indigenous student population.</p> <p>To assist the University in achieving this overall goal, some Faculties have set aside places specifically for qualified Indigenous applicants.</p>

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The University also administers financial supports specifically reserved for Indigenous students of, and applicants to, the university, to support their success.

In order to determine eligibility for admissions, awards and financial support that are specifically reserved for Indigenous students and applicants, the University requires students and applicants to present documents that establish their Indigenous status. In current practice, the calendar lists the forms of documentation that will be accepted as proof of Indigenous identity, and notes that other forms of proof may be considered. Verification of documentation is managed either through the admitting Faculty or through First People's House.

Over time, the demand for admissions, awards and financial support that are specifically reserved for Indigenous students and applicants has grown, as have the types of documentation being presented by students and applicants to establish their status as Indigenous. This has resulted in significant pressure to make decisions about what types of documentation establish Indigenous status as being shouldered by a small number of Indigenous colleagues.

To address the growing demand and ensure that the University has the capacity to determine the standards and approve policy respecting the documentation of Indigeneity, we propose the establishment of the CDI with delegated authority from GFC to:

- determine the types of documentation of Indigeneity that establish a person's status as Indigenous.
- where no authority or process exists to obtain documentation of Indigeneity, to determine the eligibility of students and applicants for Indigenous admissions, awards and financial supports specifically reserved for Indigenous students.

As proposed, the committee will have 14 members, and a minimum of 13 of those members will be Indigenous. In addition to the 8 Indigenous Faculty and Staff, the committee will include three Indigenous community members suggested by the Indigenous representatives on the committee, and agreed upon by consensus of the whole committee and 2 Indigenous student representatives.

The committee membership does not align with the [Principles for General Faculties Council Standing Committee Composition](#) in order to ensure Indigenous representation. Specifically, the majority of members will not be drawn from GFC and the number of elected members will not exceed ex-officio members.

There are two cross-appointed GFC members to make the connection with GFC: The Dean of the Faculty of Native Studies and the Vice-Provost and University Registrar. Decisions made by the committee will be reported to GFC.

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Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>
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Engagement and Routing (Include meeting dates)

<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>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Florence Glanfield, Vice-Provost (Indigenous Programming & Research) • Chris Andersen, Dean, Faculty of Native Studies • Melissa Padfield, Vice-Provost and University Registrar • Shana Dion, Assistant Dean, First Nations, Métis and Inuit Students • Kate Peters, GFC Secretary and Manager of GFC Services • Jax Oltean, Senior Legal Counsel, Office of General Counsel • Carlo Dimailig, University Calendar Editor
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Programs Support Team (Undergraduate & Non-Credit) (January 21, 2021) (For Discussion) • GFC Programs Committee (February 11, 2021) (For discussion) • GFC Academic Planning Committee (March 17, 2021) (For discussion) • Aboriginal Student Council • Indigenous Graduate Students Association
	<p><u>Those who have been informed:</u></p> <p>GFC Executive (April 12, 2021) (For Discussion)</p> <p>General Faculties Council (April 26, 2021) (For Discussion)</p> <ul style="list-style-type: none"> •
<p>Approval Route (Governance) (including meeting dates)</p>	<p>GFC Executive (May 10, 2021) (For Recommendation)</p> <p>General Faculties Council (June 7, 2021) (For Approval)</p>

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>Objective 1: Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world.</p> <p>Strategy 2: Develop and implement an undergraduate and graduate recruitment and retention strategy to attract Indigenous students from across Alberta and Canada.</p> <p>Strategy 4: Ensure that qualified undergraduate and graduate students can attend the university through the provision of robust student financial support.</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" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <input checked="" 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 </td> <td style="vertical-align: top;"> <input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>	<input checked="" 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 type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
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Legislative Compliance and jurisdiction	<ol style="list-style-type: none">1) The <i>Post-Secondary Learning Act (PSLA)</i>, gives the General Faculties Council (GFC) has the authority to:<ul style="list-style-type: none">● “determine standards and policies respecting the admission of persons to the university as students” s. 26(1)(n),● “make rules and regulations respecting academic awards” s. 26(1)(m), and● “delegate any of its powers, duties and functions under [the <i>PSLA</i>]” s. 26(3).2) The GFC Programs Committee Terms of Reference3) The GFC Academic Planning Committee Terms of Reference4) General Faculties Council Terms of Reference
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Attachments (each to be numbered 1 - <>)

1. Terms of Reference (pages 1 - 4)
2. Calendar Change (pages 1 - 6)
3. Case for Action (page(s) 1 - 2)

Prepared by: [Kate](#) Peters, Secretary to General Faculties Council (GFC) peters3@ualberta.ca

GFC Committee on the Documentation of Indigeneity (CDI)

DRAFT- Terms of Reference

1. Mandate and Role of the Committee

1.1 The Committee on the Documentation of Indigeneity (CDI) is a standing committee with delegated authority from GFC to determine the standards, and approve policy and calendar language respecting the documentation of Indigeneity in Canada for Indian, Métis and Inuit peoples, as outlined in Section 35 of the Constitution Act (1982). These documents are presented by students of and applicants to the University to determine eligibility for admissions, awards and financial support that are specifically reserved for Indigenous students and applicants.

1.2 Given the specific responsibilities to respond to the Truth and Reconciliation Commission Calls to Action, GFC has delegated authority to the Committee on the Documentation of Indigeneity (CDI) in order to ensure that decision-making on the documentation of Indigeneity is informed by Indigenous perspectives and the specific Indigenous knowledge regarding questions of Indigeneity.

2. Areas of responsibility

2.1 Determine the types of documentation of Indigeneity in Canada that are issued by the government, or other entities with authority to make those determinations, that establish a person's status as Indigenous.

Students and applicants to the university will be required to present such documentation of Indigeneity in order to be eligible for admissions, awards and financial support specifically reserved for Indigenous students of, and applicants to, the university.

Where awards or scholarships are endowed or established by an external body, the CDI will work to ensure that the terms and conditions regarding any specific criteria for Indigeneity for the award or scholarship are met.

2.2 Where no authority or process exists to obtain documentation of Indigeneity in Canada, determine the eligibility of students and applicants for Indigenous admissions, awards and financial supports specifically reserved for Indigenous students of, and applicants to, the university.

This includes, but is not limited to, determining standards and policy respecting the kinds of information which students or applicants could present in support of a finding of eligibility for admissions, awards and financial support specifically reserved for Indigenous students of, and applicants to, the university. This is to be distinguished from the case of a student or applicant who could obtain documentation of Indigeneity but who has not done so.

2.3 Committee members will comply with the university's policies and procedures regarding both ethical conduct and conflict of interest. Members must declare conflicts when they arise and shall maintain confidentiality of all information included in closed session meetings.

3. Composition:

3.1 Membership shall respect the need for majority Indigenous voices at the table. Because GFC may not have sufficient Indigenous membership to allow for principles of composition to be respected, the four Indigenous faculty or staff members are not required to be members of GFC. The membership will be reviewed annually when the Committee's terms of reference are reviewed.

Members (14)

Ex-Officio (5)

- Vice-Provost Indigenous Programming and Research, co-Chair
- Vice-Provost & University Registrar (or designate), co-Chair (member of GFC)
- Dean, Faculty of Native Studies (or designate) (member of GFC)
- Assistant Dean, First Nations, Métis and Inuit Students (or Director of First Peoples' House)
- Manager, Indigenous Recruitment

Appointed (9)

- 3 Indigenous community members:
- One First Nations representative
- One Métis representative
- One Inuit representative

These individuals should be suggested by the Indigenous representatives on the committee; and agreed upon by consensus of the whole committee.

Individuals will be asked to serve 3-year terms

- 3 Indigenous faculty and/or staff from Faculties with admissions pathways specifically reserved for Indigenous applicants
- Indigenous faculty and/or staff member nominated by the Vice-Provost & Dean, Faculty of Graduate Studies & Research
- 1 eligible First Nations, Métis or Inuit undergraduate student with documentation of Indigeneity in Canada selected by the Aboriginal Student Council
- 1 eligible First Nations, Métis or Inuit graduate student with documentation of Indigeneity in Canada selected by the Indigenous Graduate Students' Association

Individuals will serve a 1-year term

Each year the Committee Co-Chairs will invite the Executives of the Aboriginal Student Council and the Indigenous Graduate Students' Association to nominate the individuals.

Non-Voting Membership & Resource Contributors

- Assistant Registrar, Student Financial Support (Resource Member)
- Representative from Legal Counsel (Resource Member)
- Representative from University Governance (Resource Member)
- Representative from Information and Privacy Office (Resource Member)

4. Delegated Authority from General Faculties Council

4.1 Should be reviewed at least every three years and reported to GFC.

Under the *PSLA*, the General Faculties Council (GFC) has the authority to:

“determine standards and policies respecting the admission of persons to the university as students” s. 26(1)(n),

“make rules and regulations respecting academic awards” s. 26(1)(m), and

“delegate any of its powers, duties and functions under [the *PSLA*]” s. 26(3).

Specifically, the GFC CDI has delegated authority from the GFC to determine the standards and policy respecting the documentation of Indigeneity in Canada; or, only where no process exists to obtain documentation of Indigeneity in Canada, respecting other information supporting documentation of Indigeneity in Canada that students / applicants will need to present in order to be eligible for admissions, awards and financial support specifically reserved for Indigenous students of, and applicants to, the university.

5. Responsibilities Additional to Delegated Authority

5.1 Document Identification:

In relation to section 2.1, the CDI will have the responsibility to:

Each academic year,

Prepare a list of the Documents of Indigeneity in Canada that students and applicants will need to present in order to be eligible for admissions, awards and financial support at the university which are specifically reserved for its Indigenous students and applicants.

Submit the list of Documents of Indigeneity in Canada to the GFC as an annual report and to be distributed to academic and academic service units, that administer, manage or determine Indigenous admissions, awards and financial supports, to ensure all such units across the university determine eligibility for Indigenous admissions, awards and financial support in a consistent manner across the university.

As needed, approve changes to the University Calendar as it relates to the Documents of Indigeneity in Canada that must be produced by students or applicants in order to be eligible for admissions, awards and financial supports specifically reserved for Indigenous students / applicants at the university.

Determine Eligibility When There is No Authority that Issues Documents of Indigeneity in Canada. In relation to section 2.2, the CDI will have the responsibility to report to GFC annually on the Committee review process, on cases that were submitted and reviewed.

6. Reporting to GFC

The committee should regularly report to GFC with respect to its activities and decisions.

7. Definitions

7.1 Academic Units – include Faculties, Departments, and Schools. Faculties are defined as academic units with authority over student programs.

7.2 Academic Service Units – administrative units, excluding ancillary units, that have academic impact

7.3 Indigenous Applicant - For the purpose of application and admission to the University of Alberta, and consistent with the Constitution Act, 1982, Section 35(2), an Indigenous applicant is an Indian, Inuit, or Métis person of Canada.

7.4 Formal Documentation of Indigeneity in Canada - Indigenous applicants who wish to be considered for admissions, awards, and financial support reserved for Indigenous students will be required to provide documentation of Indigeneity in Canada.

8. Links

[Calendar Section](#)

[Admissions Policy](#)

[Student Financial Supports Policy](#)

Revising Admissions of Aboriginal Applicants in the Calendar

<u>General Admission Requirements - Admission of Aboriginal Applicants</u>	
Current	Proposed
<p>Admission of Aboriginal Applicants</p> <p>General Statement</p> <p>The University of Alberta is committed to the recruitment, retention and graduation of Aboriginal students. The University also recognizes that Aboriginal applicants have traditionally been under-represented in higher education and strives towards having the University's Aboriginal student population attain a level that is at least proportionate to the Aboriginal population of the province. All Aboriginal students are encouraged to self-identify. In order to facilitate appropriate representation of Aboriginal students on campus, additional qualified applicants may be considered over and above the Aboriginal students who are admitted in the regular competition for places in a Faculty. Aboriginal applicants who wish to be considered for such additional places must attain the minimum admission requirements of their chosen program as prescribed by the University and its Faculties and programs. To assist the University in achieving this overall goal,</p>	<p>Admission of Indigenous Applicants</p> <p>General Statement</p> <p>The University of Alberta is committed to the recruitment, retention and graduation of Indigenous students. The University also recognizes that Indigenous applicants have traditionally been under-represented in higher education and strives towards having the University's Indigenous student population attain a level that is at least proportionate to the Indigenous population of the province. All Indigenous students are encouraged to self-identify. In order to facilitate appropriate representation of Indigenous students on campus, additional qualified applicants may be considered over and above the Indigenous students who are admitted in the regular competition for places in a Faculty. Indigenous applicants who wish to be considered for such additional places must attain the minimum admission requirements of their chosen program as prescribed by the University and its Faculties and programs. To assist the University in achieving this overall</p>

Faculties are encouraged to set aside places specifically for **Aboriginal** applicants, the number being consistent with the available pool, student interests, and available teaching and learning support services.

Definition of **Aboriginal** People for the Purpose of Admission

1. **Definition of an **Aboriginal Applicant**:** For the purpose of application and admission to the University of Alberta, and **in accordance with** the Constitution Act, 1982, Part II, Section 35(2), an **Aboriginal** applicant is an Indian, Inuit, or Métis person of Canada.
2. **Proof of **Aboriginal Identity**:** Aboriginal applicants who wish to be considered for **places** reserved for Aboriginal students will be required to provide **proof of **Aboriginal identity****. Documentation will be verified by
 - a. the Faculty of Law, if application is made to the Faculty of Law;
 - b. the Faculty of Medicine and Dentistry, if the application is made to the Dentistry, Medicine, Dental Hygiene, Radiation Therapy or Medical Laboratory Science programs;
 - c. First Peoples' House, **acting on behalf of all other Faculties**, if application is

goal, Faculties are encouraged to set aside places specifically for **Indigenous** applicants, the number being consistent with the available pool, student interests, and available teaching and learning support services.

*Definition of **Indigenous** People for the Purpose of Admission

1. **Definition of an **Indigenous Applicant**:** For the purpose of application and admission to the University of Alberta, and **consistent with** the Constitution Act, 1982, Part II, Section 35(2), an **Indigenous** applicant is an Indian, Inuit, or Métis person of Canada.
2. **Formal Documentation of **Indigeneity**:** **Indigenous** applicants who wish to be considered for **admissions, awards, and financial support** reserved for **Indigenous** students will be required to provide **documentation of Canadian **Indigeneity****. Documentation will be verified by **one of**:
 - a. The Faculty to which the student is applying for admission that is reserved for Indigenous students.
 - b. The Office of the Registrar, for the purpose of scholarships, awards, and financial support dedicated to Indigenous peoples.

A list of the formal documentation of **Indigeneity** that students / applicants will

made to any other program.

The following is accepted as proof of Aboriginal identity, for the purpose of application. Other forms of proof may be considered.

- a. a certified copy of a Status card;
- b. certified copy of citizenship or membership in a Metis Settlement from one of the five Métis Provincial Affiliates: Métis Nation of Alberta, Métis Nation of Ontario, Manitoba Métis Federation, Métis Nation Saskatchewan, Métis Nation British of Columbia;
- c. a certified copy of a Nunavut Trust Certificate card;
- d. proof that an ancestor's name has been entered
 - 1. in the Indian Register according to the Indian Act, or
 - 2. on the band list of an individual band, or
 - 3. as beneficiaries of the Nunavut Land Claims Agreement or other claim regions such as Nunatsiavut, Nunavik, and Inuvialuit;
- e. written confirmation of Aboriginal identity from Aboriginal Affairs and Northern Development Canada (AANDC) or Nunavut Tunngavik Incorporated;
- f. written confirmation of membership by a band council which has enacted its

need to present is prepared annually by the Committee on the Documentation of Indigeneity (CDI) and can be found on this [website](#). Students who have questions regarding these documents are encouraged to contact their Faculty or the Office of the Registrar.*

Indigenous applicants must be aware that providing documentation of Indigeneity does not guarantee admission to any program. All positions at the University are competitive and admission

own band membership code.

Aboriginal applicants must be aware that proof of Aboriginal identity does not guarantee admission to any program. All positions at the University are competitive and admission committees will make their selections from among the best qualified candidates. Candidates may also be required to demonstrate their connection to an Aboriginal community.

3. Residence

- a. Regarding Application: Residence regulations affecting application to any program at this University shall be waived for Aboriginal applicants.
- b. Regarding Admission: For the purpose of determining admission to a program, an Aboriginal applicant who is not resident in Alberta will be considered in the following categories and in the order specified:
 1. First, as a candidate for the positions reserved for out-of-province applicants.
 2. Second, as a candidate for the positions reserved for Alberta residents. Residence regulations shall be waived for this purpose.
 3. Third, as a candidate for positions set aside specifically for Aboriginal applicants. Preference for these

committees will make their selections from among the best qualified candidates. Candidates may also be required to demonstrate their connection to an Indigenous community.

3. Residence

- a. Regarding Application: Residence regulations affecting application to any program at this University shall be waived for Indigenous applicants.
- b. Regarding Admission: For the purpose of determining admission to a program, an Indigenous applicant who is not resident in Alberta will be considered in the following categories and in the order specified:
 1. First, as a candidate for the positions reserved for out-of-province applicants.
 2. Second, as a candidate for the positions reserved for Alberta residents. Residence regulations shall be waived for this purpose.
 3. Third, as a candidate for positions set aside specifically for Indigenous applicants. Preference for these positions may be given to those who are resident in

positions may be given to those who are resident in Alberta.

Alberta.

4. Appeal on Aboriginal Status

Appeals regarding proof of Aboriginal identity for the purpose of application can be made to the Office of the Provost and Vice-President (Academic):

Appeals may be made on proof of Aboriginal identity only, and not on the admission decision, and must be received, in writing, within 30 days of the date on the letter advising that proof submitted in support of Aboriginal identity has not been accepted for the purpose of application to a program. In the case of an appeal, the Office of the Provost and Vice-President (Academic) shall authorize a panel to review the decision, consisting of the following members:

- in the Chair, the Provost and Vice-President (Academic) (or delegate)
- President, Aboriginal Students Council (or delegate)
- an Elder (appointed by the Council on Aboriginal Initiatives)
- an appropriate representative of a First Nations, Métis or Inuit community (appointed by the Council of Aboriginal Initiatives)
- a member of a Faculty not associated with the case (appointed by the Provost and Vice-President)

(Academic)]:

The decision of the appeal panel is final and binding.

CDI Terms of Reference – A Case for Action

Background:

The Committee on the Documentation of Indigeneity (CDI) is being proposed as a GFC Standing committee with the delegated authority to determine appropriate standards and policy to equitably consider the documentation of students and applicants making claims to Indigenous status at the University of Alberta. The proposal for the committee comes in the midst of the University of Alberta's response to the Truth and Reconciliation Commission's Calls to Action and the growing acknowledgment by Canadian universities (and Canadian society more generally) that we have created a social context in which students who formerly did not do so, have come to feel safe to self-identify as some category of Indigenous.

For many newly identifying students, advancing claims to self-identification can be confusing and often, are not based on ongoing relationships with extended family members or communities. Rather, claims are made through various forms of official and unofficial documentation, which ranges from official government archives to information from www.ancestry.ca to family documentation to, for that matter, family stories and even lore.

Many students making claims to Indigenous status hold membership to a recognized Indigenous organization/registration process – for example Indigenous and Northern Affairs Canada; the Métis Nation of Alberta (or other provincial Métis affiliate). However, not all of these are officially recognized, nor should they be; several scholars have noted the growing phenomenon of “race shifting”, a process by which otherwise white individuals have begun to make claims to Indigeneity for the purpose of making claims to Indigenous resources and even Indigenous territories (and we invite interested readers to explore Dr. Darryl Leroux's website <http://www.raceshifting.com/> for more information on this phenomenon and its very real and damaging impacts on longstanding Indigenous communities).

It is in the context of these new claims – which have greatly accelerated in the last decade at Canadian universities – that this committee has been proposed. A fundamental premise of emerging definitions of Indigeneity in a university context – a premise that underlines the orientation of this committee – is that Indigeneity must encompass more than individual claims; it must also fundamentally include who claims them. Toward that end, this committee would be concerned with creating standards for appropriate documentation to evaluate evidentiary submissions to a broader Indigenous collectivity.

Given the specific responsibilities to respond to the Truth and Reconciliation Commission Calls to Action, this proposal recommends that GFC delegate authority to the Committee on the Documentation of Indigeneity (CDI) in order to ensure that decision-making on the documentation of Indigeneity is informed by Indigenous perspectives and the specific Indigenous knowledge regarding questions of Indigeneity.

Proposed Areas of Responsibility:

1. Determine the types of documentation of Indigeneity that are issued by government, or other entities with authority to make those determinations, that establish a person's status as an Indigenous person in Canada.

Students and applicants to the university will be required to present such documentation of Indigeneity in order to be eligible for admissions, awards and financial support specifically reserved for Indigenous students of, and applicants to, the university.

2. Where no authority or process exists to obtain documentation of Indigeneity, determine the eligibility of students and applicants for Indigenous admissions, awards and financial supports specifically reserved for Indigenous students of, and applicants to, the university.

This includes, but is not limited to, determining standards and policy respecting the kinds of information which students or applicants could present in support of a finding of eligibility for admissions, awards and financial support specifically reserved for Indigenous students of, and applicants to, the university. This is to be distinguished from the case of a student or applicant who could obtain an Indigeneity Document but who has not done so.

FINAL Item No. 6

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Changes to the Terms of Reference for the GFC Academic Planning Committee and the Proposed Disbanding of the GFC Undergraduate Awards and Bursaries Committee.
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Motion

THAT the General Faculties Council disband the GFC Undergraduate Awards and Bursaries Committee and approve the proposed changes to the terms of reference for the GFC Academic Planning Committee, as set forth in attachment 1, effective July 1, 2021.

Item

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

Details

Office of Administrative Responsibility	General Faculties Council
The Purpose of the Proposal is <i>(please be specific)</i>	To seek recommendation on: <ul style="list-style-type: none"> - the proposed change to the Academic Planning Committee (APC) Terms of Reference - adding the responsibility to recommend on academic awards policy; and - the proposed disbanding of the Undergraduate Awards and Bursaries Committee (UABC) effective July 1, 2021.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>University Governance reviewed the legislative authority of GFC as set out in the <i>Post-Secondary Learning Act (PSLA)</i> and the delegated authority described in the Terms of Reference for the UABC. This work was recommended in the <i>GFC Report of the Ad Hoc Committee on Academic Governance</i> where UABC was described as a “task-oriented” GFC standing committee. The results of the review by University Governance led to the following recommended actions:</p> <ul style="list-style-type: none"> • That GFC move the authority in the UABC Terms of Reference over “b. New policy or revisions to existing policy governing awards and bursaries” to the GFC Academic Planning Committee effective July 1, 2021. • That GFC play a role in decision-making in cases where policy is unclear for the creation of new awards. • That the UABC be disbanded effective July 1, 2021. <p>UABC Terms of Reference The UABC holds delegated authority from GFC over</p> <ul style="list-style-type: none"> • “a. Approval of new undergraduate awards and bursaries and amendments to existing undergraduate awards and bursaries” and • “b. New policy or revisions to existing policy governing awards and bursaries for undergraduate students”

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	<p>The Terms of Reference describe the delegated authority from GFC to approve:</p> <ul style="list-style-type: none"> ● Minimum award amounts for undergraduate awards ● Minimum award amounts for “major awards” <p>UABC’s mandate as described in their terms of reference reflects both the authority set out in the <i>PSLA</i>, and administrative or task-based work of approving award terms and approving award amounts. This goes beyond the authority set out in the <i>PSLA</i> which is approval of the “rules and regulations respecting academic awards” (<i>PSLA</i> (26(1)m)).</p> <p>Legislative Authority The <i>PSLA</i> legislates authority for GFC over rules and regulations related to academic awards. Section 26(1)(m) authorizes GFC to “make rules and regulations respecting academic awards”. GFC also has broad oversight over “academic affairs” (Section 26 (1)).</p> <p>UABC’s task-based work related to the administration of awards exceeds this legislated authority.</p> <p>Task-based compared to Governance work By approving award terms, UABC’s decision-making goes beyond GFC’s authority as set out in the <i>PSLA</i>. This has consequences on the committee’s ability to play their governance role:</p> <ul style="list-style-type: none"> - The majority of the decision-making of the committee is focused on approval of individual award terms and conditions. - These approvals are vetted and approved through administrative processes before they come to UABC, meaning the work in the GFC standing committee is duplicating processes that happen administratively. - The review and recommendation of the Student Financial Supports Policy suite requires strategic and high level analysis. Most of the committee’s task-based work does not prepare them for this kind of governance work. - Policy review is required on a five-year cycle. <p>Key Findings:</p> <ul style="list-style-type: none"> ● The Adhoc finding that UABC was a task-oriented committee was confirmed by a review of the legislative authority. The <i>PSLA</i> gives GFC authority over rules and regulations respecting academic awards. ● The committee’s responsibility to approve individual award terms exceeds GFC’s authority. ● The committee’s task-based focus makes it difficult for them to play the important strategic role in reviewing and approving regulation and policy as set out in the <i>PSLA</i>. ● Review and approval of policy does not merit a full standing committee. ● GFC APC currently discusses the Student Financial Support report and has responsibility for recommending to the Board on tuition and budget matters. Their responsibilities over
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Item No. 6

	Indigenous and Internationalization policies and initiatives, and past work respecting Equity, Diversity, and Inclusion (EDI), makes them well placed to also engage with rules and regulations respecting academic awards.
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<u>Those who are actively participating:</u> <ul style="list-style-type: none"> • University Governance • Office of the Registrar • Office of Advancement
	<u>Those who have been consulted:</u> <ul style="list-style-type: none"> • GFC Undergraduate Awards and Bursaries Committee, December 8, 2020, and March 9, 2021 • GFC Executive Committee, March 8, 2021 • GFC Academic Planning Committee, April 14, 2021 • General Faculties Council, April 26, 2021
	<u>Those who have been informed:</u> <ul style="list-style-type: none"> • Brooke Milne, Bryan Hogeveen - Faculty of Graduate Studies and Research
Approval Route (Governance) (including meeting dates)	GFC Executive Committee, May 10, 2021 (for recommendation) General Faculties Council, June 7, 2021 (for approval)

Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21											
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.											
	<table border="0"> <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> <tr> <td><input type="checkbox"/> Leadership and Change</td> <td><input type="checkbox"/> Student Success</td> </tr> <tr> <td><input type="checkbox"/> Physical Infrastructure</td> <td></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"/> Leadership and Change	<input type="checkbox"/> Student Success	<input type="checkbox"/> Physical Infrastructure
<input type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders											
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<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety											
<input type="checkbox"/> Leadership and Change	<input type="checkbox"/> Student Success											
<input type="checkbox"/> Physical Infrastructure												
Legislative Compliance and jurisdiction	<i>Post-Secondary Learning Act</i> General Faculties Council GFC Undergraduate Awards and Bursaries GFC Academic Planning Committee Student Financial Supports Policy Suite											

Attachments:

1. Proposed revisions to Academic Planning Committee Terms of Reference (page(s) 1 -4)
2. UABC Terms of Reference (pages 1-2)

Prepared by: University Governance



1. Mandate and Role of the Committee

The GFC Academic Planning Committee (APC) is a standing committee of GFC charged with oversight of academic planning issues. APC is responsible for considering institution wide implications to the university's longer term academic, research, financial, and facilities development.

The Committee may be called upon to consider or recommend to GFC on any academic or research issue within its mandate and has delegated authority from GFC to provide advice to the Board of Governors on budget matters.

2. Areas of Responsibility

Academic implications of:

- a. Research and research policy
- b. Academic units and academic service units
- c. Budget matters
- d. Quality assurance
- e. Enrolment management
- f. Facilities planning
- g. Internationalization policies and initiatives
- h. Indigenous policies and initiatives
- i. Information Technology policies and initiatives

3. Composition

Voting Members (18)

Ex-officio (6)

- Provost and Vice-President (Academic), Chair
- Vice-President (Research)
- Vice-President (Finance and Administration)
- Vice-Provost and University Registrar
- President, Students' Union
- President, Graduate Students' Association

Elected by GFC (12)

- 7 academic staff elected by GFC (A1.1, 1.5, 1.6, 1.7), at least five of which are members of GFC. One member, ideally a member of GFC, will be elected by the committee to serve as Vice-Chair
- 1 Dean
- 1 Department Chair-at-large
- 1 non-academic staff at-large (S1.0)
- 1 undergraduate student from GFC
- 1 graduate student from GFC

NOTE: One academic staff member of the GFC Academic Planning Committee will be elected by the committee for cross appointment to the GFC Facilities Development Committee

Non-voting Members

- University Secretary
- GFC Secretary

4. Delegated Authority from General Faculties Council

Should be reviewed at least every three years and reported to GFC.

4.1 Academic Programs

- a. Approve proposals for academic and non-academic programs which involve new space or resources or affect long-range planning, as recommended by the GFC Programs Committee

4.2 Research and Research Policy

- a. Approve the establishment and termination of endowed and funded chairs
- b. Academic Centres and Institutes
 - Approve the establishment of academic centres and institutes
 - Receive notification of the suspension or termination of academic centres and institutes from the Provost and Vice-President (Academic)

4.3 Academic Units and Academic Service Units

- a. Approve name changes to Departments and Divisions

4.4 Budget Matters

- a. Recommend to the Board of Governors on the academic and research implications of the annual budget, excluding budgets for ancillary units

4.5 Enrolment Management

- a. Approve revisions to the Enrolment Management Procedure

5. Responsibilities Additional to Delegated Authority**5.1 Research and Research Policy**

- a. Receive, discuss and provide feedback on research policy issues including research ethics policy. Recommend to GFC on new policy suites and revisions to existing policy
- b. Receive, discuss and provide feedback on Centres and Institutes Committee Annual Report
- c. Receive, discuss and provide feedback on research performance summaries and reports

5.2 Academic Units and Academic Service Units

- a. Recommend to GFC on name changes of Faculties
- b. Recommend to GFC on the establishment and termination of Faculties, Departments, Schools and Divisions, and on mergers involving Faculties, Departments, or Divisions subject to Article 32 of the Faculty Agreement
- c. Recommend to the Board of Governors on the assignment of priorities for establishment of new Faculties, Departments or Schools
- d. Receive notification of name changes of campus units for information

5.3 Budget Matters

- a. Recommend to GFC on budget principles
- b. Recommend to the Board of Governors on the annual budget (excluding ancillary units)
- c. Recommend to GFC on any new fee that would be levied upon a substantial group of students

5.4 Quality Assurance

- a. Receive and discuss quality assurance reports for academic programs on an annual basis
- b. Receive and discuss reviews of academic and other academic service units

- c. Receive, discuss, and provide feedback on processes for quality assurance and unit reviews

5.5 Enrolment Management

- a. Receive, discuss, and provide feedback on enrolment reports
- b. Recommend to GFC on enrolment management processes

5.6 Facilities Planning

- a. Receive advice and comments from Facilities Development Committee (FDC) on any facilities-related matter including requests for additional space or major new construction projects which may affect academic programs
- b. Informed by advice from FDC, recommend to the Board of Governors on policy matters regarding the planning and use of physical facilities
- c. Informed by advice from FDC, recommend to the Board of Governors on policy matters regarding the use of land owned or leased by the University
- d. Informed by advice from FDC, recommend to the Board of Governors on policy matters regarding standards, systems and procedures for planning and designing physical facilities
- e. Informed by advice from FDC, recommend to the Board of Governors on matters regarding planning and use of physical facilities where these facilities are deemed to have a significant academic or research implications, or financial impact on the University

5.7 International Policies and Initiatives

- a. Receive, discuss, and provide feedback on annual reports and future plans

5.8 Indigenous Policies and Initiatives

- a. Receive, discuss, and provide feedback on annual reports and future plans

5.9 Information Technology Policies and Initiatives

- a. Receive, discuss, and provide feedback on annual reports and future plans

5.10 Academic Awards Policy

- a. Recommend to GFC on any new policy and procedures governing awards and bursaries.
- b. Regularly review GFC policy and procedures on awards and bursaries and recommend changes where required.
- c. Receive regular reports for the purpose of identifying trends and gaps in the financial support available to students.

6. Sub-delegations from Academic Planning Committee

Should be reviewed at least every three years and reported to GFC.

7. Limitations to Authority

The following further refines or places limitations on authorities held by or delegated to APC:

8. Reporting to GFC

The committee should regularly report to GFC with respect to its activities and decisions.

9. Definitions

The determination of what constitutes a "significant academic or research implication or financial impact" will be made by the Committee, either through an expression of consensus or a vote.

Substantial Group of Students – any one (or more) of the following three classes of students: (a) undergraduate students, (b) doctoral level students, and/or (c) graduate students pursuing studies other than those at doctoral level

Academic Units – include Faculties, Departments, Schools and divisions. Divisions are defined as academic units with authority over student programs. They may be budgetary units and may or may not be part of an existing Department.

Academic Service Units – administrative units, excluding ancillary units, that have academic impact

Academic Centre or Institute – An academic centre or institute exists at the University of Alberta and is controlled by the University of Alberta. An academic centre or institute may exist solely within the University of Alberta or may be created through a partnership between the university and other entities. Such other entities may include other universities, governments, public authorities (such as health authorities), and non-profit organizations.

Academic staff – as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Administrators and Colleagues](#) in UAPPOL

Awards and Bursaries – as defined by the [Student Financial Support Policy](#) in UAPPOL

Non-Academic staff – as defined by the [Recruitment Policy \(Appendix B\) Definition and Categories of Support Staff](#) in UAPPOL

10. Links

[Centres and Institutes Policy](#)

[Student Financial Supports Policy](#)

[Undergraduate Student Financial Supports Procedure](#)

[Graduate Student Financial Supports Procedure](#)

[Creation of New Student Financial Supports Procedure](#)

Approved by General Faculties Council:

April 29, 2019

May 25, 2020



1. Mandate and Role of the Committee

The Undergraduate Awards and Bursaries Committee (UABC) is a standing committee of General Faculties Council (GFC) charged with approving new awards and bursaries, and amendments to existing awards and bursaries for undergraduate students in accordance with the UAPPOL Awards and Bursaries for Students Policy and its Procedures. From time to time, the Chair will bring forward items where the Provost and Vice-President (Academic), in consultation with other units or officers of the University, is seeking the advice of the committee within its areas of responsibility.

2. Areas of Responsibility

- a. Approval of new undergraduate awards and bursaries and amendments to existing undergraduate awards and bursaries
- b. New policy or revisions to existing policy governing awards and bursaries for undergraduate students

3. Composition

Voting Members (11)

Elected by GFC (10)

- 5 academic staff members (A1.1, A1.5, A1.6, A1.7), at least 3 of whom are members of GFC (with no more than one representative from any Faculty) – one of whom will be elected by the committee to serve as Chair and one elected to serve as Vice-Chair
- 4 undergraduate students, at least 2 of whom are members of GFC
- 1 staff member (A1.0, A2.0 and/or S1.0, S2.0) from a Faculty who is responsible for the administration of undergraduate awards

Cross Appointed (1)

- 1 academic staff member cross-appointed from the GFC Academic Standards Committee (ASC), elected by ASC

Non-voting Members

- Assistant Registrar, Student Financial Support
- Senior Representative, Office of Advancement
- Assistant Dean Student Success, Office of the Dean of Students
- GFC Secretary
- University Secretary

4. Delegated Authority from General Faculties Council

Should be reviewed at least every three years and reported to GFC.

- 4.1 Approve new awards and bursaries for students other than graduate students registered in the Faculty of Graduate Studies and Research (FGSR)
- 4.2 Approve proposed changes to any award or bursary previously approved by UABC
- 4.3 Approve the minimum value of a major award for undergraduate students, and to review that value regularly.
- 4.4 Approve the minimum value of an undergraduate award administered by the Student Financial Support Office, and to review that value regularly.

5. Responsibilities Additional to Delegated Authority

- 5.1 Recommend to GFC on any new policy and procedures governing awards and bursaries for undergraduate students.
- 5.2 Regularly review GFC policy and procedures on undergraduate awards and bursaries and recommend changes where required.
- 5.3 Receive regular reports for the purpose of identifying trends and gaps in the financial support available to students.

6. Sub-delegations from the GFC Undergraduate Awards and Bursaries Committee

Should be reviewed at least every three years and reported to GFC.

None.

7. Limitations to Authority

The following further refines or places limitations on authorities held by or delegated to UABC:

- 7.1 GFC has delegated the authority to approve awards and bursaries for graduate students registered in FGSR to FGSR.
- 7.2 Awards and bursaries to which both undergraduate students and graduate students registered in FGSR are eligible must be approved by both FGSR and UABC.

8. Reporting to GFC

The Committee shall regularly report to GFC with respect to the manner in which the Committee has exercised its delegated authority and to highlight any identified trends, gaps, and concerns in regards to undergraduate financial support available to students at the University of Alberta.

9. Definitions

Staff – as defined by the [Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff, Administrators and Colleagues](#) and [Recruitment Policy \(Appendix B\) Definition and Categories of Support Staff](#) in UAPPOL

Awards and Bursaries – as defined by the [Awards and Bursaries for Students Policy](#) in UAPPOL

10. Links

[Awards and Bursaries for Students Policy](#)
[Awards for Undergraduate Students Procedure](#)
[Bursaries for Students Procedure](#)
[Creation of New Awards and Bursaries for Undergraduate Students Procedure](#)
[University Medal Requirements Procedure](#)

Approved by General Faculties Council: January 28, 2019

FINAL Item No. 7

**Governance Executive Summary
Discussion & Action Item**

Agenda Title	Recommendations of the Committee of the Whole
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Motion: THAT the General Faculties Council (GFC) approve the proposed Terms of Reference for the GFC *ad hoc* Committee for the Formal Review of the Consultations and Action Processes for Academic Restructuring in the Fall of 2020 in response to Recommendation #4 of the Committee of the Whole, as set forth in Attachment 1, as amended.

Item

Proposed by	The Committee of the Whole of GFC
Presenter(s)	Bill Flanagan, President and Vice-Chancellor, Chair of the GFC

Details

Office of Administrative Responsibility	General Faculties Council
The Purpose of the Proposal is <i>(please be specific)</i>	<p>The purpose of this proposal is to continue to update GFC on the actions taken as a result of the recommendations of the report of the committee of the whole on February 8, 2021, and to support decision-making as a result of the report.</p> <p>GFC is asked to consider the approval of Terms of Reference for a committee in response to Recommendation #4.</p>
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>On February 8, 2021, the issue of Collegial Governance in light of the December events at General Faculties Council (GFC) and the Board of Governors was referred to a committee of the whole. The Committee recommended that:</p> <ol style="list-style-type: none"> 1. the agenda for the meeting of February 22nd include an item for GFC to determine a process for developing its position on metrics. 2. the chair of GFC consult with the chair of the Board of Governors about the development of joint committees between GFC and the Board, that their Terms of Reference be ratified by GFC, and that they indicate that both have discussions on areas of overlap. 3. the GFC develop a set of procedures for enabling a meaningful consultation process, including potentially, but not limited to: further publicizing the meetings, agendas, and minutes of GFC and all its committees through the UoA mailing lists; opening the meetings to the public through live-streaming; and establishing a standard way for the community to provide input on all agendas and minutes. 4. there be a formal review of the consultations and action processes for academic restructuring in the Fall of 2020. The goal of the review would be to make recommendations to improve communication and decision-making processes of the GFC and the University going forward. The review should be

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conducted by a group elected by GFC and report to the GFC and the Board of Governors.

5. GFC reaffirm its commitment for equal participation of members regardless of their position within the University and their ability to raise their concerns within the mandate of GFC regardless of the concerns of other members.

Recommendation 1 – Metrics

- On February 10, 2021, the GFC Executive Committee considered the recommendation and added the item “Development of a GFC position on metrics associated with academic restructuring” to the GFC agenda for February 22, 2021
- On February 22, 2021, GFC referred the item to the Academic Planning Committee (APC)
- On March 17, 2021, APC discussed the item and resolved to form a Working Group made up of members of APC and resource members
- On March 29, 2021, the APC Working Group on Metrics was convened and resolved to make recommendations on financial, and shared services metrics in the near term and to request more time to formulate recommendations on interdisciplinarity
- A Special Meeting of APC was convened on April 7, 2021 to further discuss the issue of metrics
- On April 9, 2021, the APC Working Group on Metrics met to discuss an early draft
- On April 14, 2021, APC reviewed the draft with feedback from the Working Group
- On April 26, 2021, GFC provided feedback on the draft provided by GFC.
- On May 5, 2021, APC reviewed the draft in light of feedback from GFC and Board sub-committees.
- A proposal came forward for recommendation by APC on May 19th and will be placed on the GFC agenda as the item “Metrics associated with academic restructuring”.

Recommendation 2 – Joint GFC and Board Committee

- On February 10, 2021, the President and Vice-Chancellor and Chair of GFC informed the Executive Committee of his commitment to consulting with the Board Chair on this recommendation.
- On March 31, 2021, the General Faculties Council Executive Committee and the Board of Governors Governance Committee met to discuss the decision-making in December.
- The Board Governance Committee committed to sharing notes on what they heard with the Executive Committee and to scheduling a follow-up meeting.
- A second meeting was held on May 13, 2021 to review outcomes from the first discussion.

Recommendation 3 – Development of Procedures for Meaningful Consultation

- On February 10, 2021, the Executive Committee approved the creation of the Executive ad hoc Governance & Procedural Review Committee to be tasked with review of GFC Guiding Documents and procedures
- On March 10, 2021, GFC Exec tasked the Exec *ad hoc* Review Committee with considering the Report of the Committee of the Whole and providing advice to Exec.
- On March 22, 2021, GFC was informed that the Exec *ad hoc* Review Committee would consider this recommendation and provide advice to Exec.
- On March 29, the Exec *ad hoc* Review Committee met for the first time and committed to discussing the Committee of the Whole Report at the April 15th meeting.
- On April 15, the Exec *ad hoc* Review Committee discussed Recommendations 3 & 4.
- On May 3, the Exec *ad hoc* Review Committee provided advice to GFC Executive Committee concerning actions to be taken by University Governance to improve consultation (see attachment 1).

Recommendation 4 – Review of the Consultation and Action Processes for Academic Restructuring

- On February 10, 2021, Executive Committee was informed about this recommendation.
- On February 10, 2021, APC was informed about this recommendation and asked to consider their role.
- On March 10, 2021, GFC Exec tasked the Exec *ad hoc* Review Committee with considering the Report of the Committee of the Whole and providing advice to Exec.
- On March 22, 2021, GFC was informed that the Exec *ad hoc* Review Committee would consider this recommendation and provide advice to Exec.
- On March 29, the Exec *ad hoc* Review Committee met for the first time and committed to discussing the Committee of the Whole Report at the April 15th meeting
- On April 15, the Exec *ad hoc* Review Committee discussed Recommendations 3 & 4.
- On May 3, the Exec *ad hoc* Review Committee provided advice on a draft Terms of Reference for a Committee in response to Recommendation #4, for the consideration of GFC Executive Committee (see attachment 4).

Recommendation 5 – Commitment to Equal Participation

- On February 10, 2021, Executive Committee was informed about this recommendation and asked to consider action in advance of the March GFC meeting.

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	<ul style="list-style-type: none"> - On February 22, 2021, GFC was informed by the Chair of the intention to bring a statement for approval to the March 22, 2021 meeting of GFC. - On March 8, 2021, Executive Committee was asked to recommend that GFC approve this recommendation in the form of an endorsement of the statements in the Roles and Responsibilities of GFC Members Guiding Document, as set out in Attachment 2. - On March 22, 2021, GFC approved a statement reaffirming their commitment to equal participation that will be integrated into the GFC Member Roles and Responsibilities Document..
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<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>Those who are actively participating:</u></p> <ul style="list-style-type: none"> ● Members of GFC ● Members of the GFC Executive Committee ● Members of the GFC Executive <i>ad hoc</i> Review Committee ● Members of the Executive <i>ad hoc</i> Governance & Procedural Review Committee ● Members of the GFC Academic Planning Committee ● The Office of the President and Vice-Chancellor ● The Office of the Provost and Vice-President (Academic) ● University Governance ● The Chair of the Board of Governors ● The Board Governance Committee
Approval Route (Governance) (including meeting dates)	<p>GFC, February 8, 2021 – For approval of the Report of the Committee of the Whole</p> <p>GFC Executive Committee, February 10, 2021 – For information</p> <p>GFC Academic Planning Committee (APC), February 10, 2021 – For information</p> <p>GFC, February 22, 2021 – For discussion of Recommendation 1 and approval of referral of the Item to the Academic Planning Committee</p> <p>GFC Executive Committee, March 8, 2021 – For Recommendation on action relating to recommendation 5</p> <p>GFC APC, March 17, 2021 – For discussion of Recommendation 1, <i>Development of a GFC position on metrics associated with academic Restructuring</i></p> <p>GFC, March 22, 2021 – For approval of action relating to recommendation 5</p> <p>GFC APC, April 7, 2021 – For discussion of Recommendation 1</p> <p>GFC Executive Committee, May 10, 2021 – For discussion of the Exec <i>ad hoc</i> Review Committee work on Recommendations 3, and for recommendation of the creation of a new <i>ad hoc</i> Review Committee as set out in Recommendation 4.</p> <p>GFC APC, May 19, 2021 – For recommendation on metrics associated with academic restructuring</p> <p>GFC, June 7, 2021 – For approval of the Terms of Reference for a GFC <i>ad hoc</i> Committee as addressed in Recommendation 4.</p>

Strategic Alignment

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Alignment with <i>For the Public Good</i>	Please note the Institutional Strategic Plan objective(s)/strategies the proposal supports.	
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 type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
Legislative Compliance and jurisdiction	Terms of Reference – General Faculties Council Terms of Reference – GFC Executive Committee Terms of Reference – GFC Academic Planning Committee	

Attachments:

1. Draft Terms of Reference for a new General Faculties Council *ad hoc* Committee for the Formal Review of the consultations and action processes for academic restructuring in the Fall of 2020 in response to Recommendation #4 (page 1)
2. Advice from the General Faculties Council (GFC) Executive Committee - ad hoc Governance & Procedural Review Committee on the Committee of the Whole Recommendation #3 (pages 1-2)

Prepared by: Kate Peters, Secretary to GFC, peters3@ualberta.ca

DRAFT FOR REVIEW

General Faculties Council (GFC) *ad hoc* Committee for the Formal Review of the consultations and action processes for academic restructuring in the Fall of 2020

Terms of Reference

Mandate: As set out in the [Report of the Committee of the Whole](#) of February 8, 2021:

“That GFC Recommends there be a formal review of the consultations and action processes for academic restructuring in the Fall of 2020. The goal of the review would be to make recommendations to improve communication and decision-making processes of the GFC and the University going forward. The review should be conducted by a group elected by GFC and report to the GFC and the Board of Governors.”

The GFC *ad hoc* Committee for the Formal Review of Academic Restructuring will report on the consultations and action processes for academic restructuring in the Fall of 2020 and will make recommendations to improve communication and decision-making processes of the GFC going forward.

Membership:

- (a) The Committee will be made up of eight (8) members elected from/by GFC of whom at least two will be students (one graduate and one undergraduate). The Nominating Committee will receive applications to fill committee seats in accordance with the [Membership Replenishment Procedures](#) and will recommend 1 academic staff member (A1.1, A1.5, A1.6, A1.7) to serve as Chair;
- (b) Members shall act in good faith with the view to the best interests of the university as a whole. While members may be informed by matters raised by various constituencies, it is the duty of a member to ensure that all constituencies are fairly considered in the process of decision making

Terms of reference: To report to GFC on how to improve communication and decision-making processes of the GFC and the University going forward, the committee is given the following tasks:

- (a) To review the documentation from the Academic Restructuring process including all GFC and GFC Standing Committee minutes and consultation feedback from the University of Alberta for Tomorrow website.
- (b) Such other matters that arise during its investigations with respect to the enumerated tasks of the committee.

Timeline: The committee shall constitute itself as soon as possible, and report back to GFC with a preliminary report in November, 2021 and a final report by March, 2022.

Support: The committee shall have limited administrative support from University Governance.

Advice from the General Faculties Council (GFC) Executive Committee - *ad hoc* Governance & Procedural Review Committee on the Committee of the Whole Recommendation #3

The Exec *ad hoc* Committee was tasked with providing advice to GFC Executive Committee on the Committee of the Whole Report Recommendation 3, concerning procedures for consultation. They discussed the following potential paths forward under the responsibility of University Governance.

Text from the report	Potential Paths Forward	Reference materials
<i>That the Committee of the Whole recommends that the GFC:</i>		
<ul style="list-style-type: none"> - <i>develop a set of procedures for enabling a meaningful consultation process</i> 	<ul style="list-style-type: none"> - Create advice document on meaningful consultation for proponents and members of GFC 	<ul style="list-style-type: none"> - Student Participation Handbook (see pages 7-8) - General Faculties Council and Committee Member Guidebook
<ul style="list-style-type: none"> - <i>further publicizing the meetings, agendas, and minutes of GFC and all its committees through the UoA mailing lists;</i> 	<ul style="list-style-type: none"> - Review website to improve visibility of information available - Training on how to access/interpret information - Training on how to communicate with constituents - Communicate more widely ways to get involved (joining FYI lists, observing committee meetings) - Quad post on joining GFC/GFC Committees 	<ul style="list-style-type: none"> - Standing committee materials, minutes, approved motions, and past agendas are available on the University Governance website - Anyone may sign-up to join a database to receive FYI email updates when materials are available
<ul style="list-style-type: none"> - <i>opening the meetings to the public through live-streaming;</i> 	<ul style="list-style-type: none"> - Post information on upcoming GFC meetings and the possibility to observe on Quad/Digest 	<ul style="list-style-type: none"> - All GFC meetings (except those who deal with adjudication or private information such as UTAC and NC) are public. Anyone can request to be added to the Zoom invitation for committee meetings.

		<ul style="list-style-type: none"> - GFC meetings are live streamed and members of the public can observe by filling out a google form
<ul style="list-style-type: none"> - <i>and establishing a standard way for the community to provide input on all agendas and minutes.</i> 	<ul style="list-style-type: none"> - Members have the ability to propose amendments to the agenda, and make notice of motion. - The GFC Roles and Responsibilities document (6) states they should liaise with their constituents on agendas. - The GFC Meeting Procedural Rules note that the record of all GFC meetings are the minutes approved by GFC. Members may pull them to request changes. 	

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Governance Executive Summary
Action Item

Agenda Title	Metrics Associated With Academic Restructuring
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Motion

THAT the General Faculties Council recommend that the Board of Governors approve the proposed metrics associated with academic restructuring, as set forth in Attachment 1.

Item

Proposed by	Steve Dew, Provost and Vice-President (Academic)
Presenter	Steve Dew, Provost and Vice-President (Academic)

Details

Office of Administrative Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	The proposal is before the committee in response to a recommendation included in the report generated from the committee of the whole discussion at the GFC meeting on February 8, 2021.
Executive Summary (outline the specific item – and remember your audience)	<p>On December 11, 2020, the Board of Governors passed a motion that approved a leadership model for the new colleges that includes leadership by a Council of Deans, with implementation led by a College Dean chosen from among the members of the Council. The motion noted that the structure would be reviewed in 18 months. Reporting requirements were described as follows:</p> <p><i>With clear metrics, including financial and quality of shared services (including clinical, excellence in interdisciplinary research, and education), to be developed by the Board of Governors, with progress to be reported monthly to GFC, the Board of Governors, and administration over the next 12 months.</i></p> <p>On February 8, 2021, GFC participated in a committee of the whole discussion on collegial governance. One of the motions passed during that session was: <i>That the Committee of the Whole adopt for inclusion in its report the recommendation that the agenda for the meeting of February 22nd include an item for GFC to determine a process for developing its position on metrics.</i> On February 22, GFC agreed that the Academic Planning Committee was an appropriate venue to develop a position on metrics associated with academic restructuring for GFC's consideration.</p> <p>In considering GFC's position on metrics, the Academic Planning Committee has focused on the following areas, which are priorities for the Board of Governors:</p> <ul style="list-style-type: none"> • Cost-Reduction: One of the goals of the new structure is to reduce costs by realizing economies of scale in larger academic units.

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	<ul style="list-style-type: none"> • Quality Assurance: The new model must entrench high quality shared services. • Interdisciplinarity: The new model is intended to enhance interdisciplinary program and research opportunities within and across Colleges.
<p>Supplementary Notes and context</p>	<p><i>The recommendation on the financial metric at the May 19th meeting of APC did not include the final target of \$29 million. APC members were informed before they recommended approval on the proposal that the final target may change based on the financial year-end.</i></p> <p><i>The Board Finance and Property Committee (BFPC - May 25, 2021) and the Board Learning, Research and Student Experience Committee (BLRSEC - May 28, 2021) each received an update from the Provost on College Metrics and the latest round of consultations, particularly at APC, including refinements to the finance and quality of shared services metrics, concerns that any interdisciplinarity metric would be biased or weighted differently across the faculties, and that any interdisciplinarity measure should be developed over 18 months.</i></p> <p><i>BFPC members discussed: possibilities of a baseline on interdisciplinarity; tracking progress on interdisciplinarity individually, rather than across faculties or colleges; developing a comprehensive overview of interdisciplinarity definitions, benchmarks, and material concerns; and expanding the quality of shared services survey beyond key stakeholders.</i></p> <p><i>BLRSEC members discussed: the importance of interdisciplinarity as an outcome of the academic restructuring initiative; interdisciplinarity at the undergraduate level in addition to research; an understanding that the development of any interdisciplinarity metric takes time and that monthly reporting is unrealistic; the need for more information on the definition of interdisciplinarity, what is already being done, and what should be achieved; and possibilities of a developmental rather than a performance metric, and considering the wording of the metric to indicate that some qualitative information would be provided over the next few months.</i></p>

Engagement and Routing (Include proposed plan)

<p>Consultation and Stakeholder Participation</p>	<p>General Faculties Council, Committee of the Whole, Feb 8, 2021 General Faculties Council, February 22, 2021 Academic Planning Committee (APC), March 17, 2021 APC Working Group on Metrics, March 29, April 9, May 11, 2021 GFC Executive - April 12, 2021 GFC APC- April 14, 2021 GFC - April 26, 2021 BFPC - April 27, 2021 (discussion of financial, service quality metric)</p>
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	<p>BLRSEC - April 30, 2021 (discussion of interdisciplinarity metric) APC - May 5, 2021 APC - May 19, 2021 (recommendation) BFPC - May 26, 2021 on financial and shared services metrics (discussion) BLRSEC - May 28, 2021 on interdisciplinarity metric (discussion) GFC - June 7, 2021 (recommendation) BFPC - June 8, 2021 - on financial and shared services metrics (recommendation) BLRSEC - June 10, 2021 - on interdisciplinarity metric (recommendation) Board - June 18, 2021 (approval)</p>
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Strategic Alignment

Alignment with <i>For the Public Good</i>			
Alignment with Core Risk Area	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <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 </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Relationship with Stakeholders <input 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 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 type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
<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 type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success		
Legislative Compliance and jurisdiction	<p>General Faculties Council Terms of Reference APC Terms of Reference Section 60(1) of the Post Secondary Learning Act (PSLA) The board of a public post-secondary institution shall (a) manage and operate the public post-secondary institution in accordance with its mandate Section 26(1) of the PLSA states that “Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university and, without restricting the generality of the foregoing, has the authority to(...): (o) make recommendations to the board with respect to (...) matters considered by the general faculties council to be of interest to the university”</p>		

Attachment 1: Metrics associated with academic restructuring (pages 1-2)

Prepared by: Kathleen Brough, Chief of Staff, Office of the Provost and Vice-President (Academic)

Metrics associated with academic restructuring

Background:

On December 11, 2020, the Board of Governors passed three motions that created the new College structure and its leadership model for the University. Reporting requirements were described as follows:

With clear metrics, including financial and quality of shared services (including clinical, excellence in interdisciplinary research, and education), to be developed by the Board of Governors, with progress to be reported monthly to GFC, the Board of Governors, and administration over the next 12 months.

The intent of this part of the motion is to provide a mechanism to monitor the effectiveness and progress of the college model through the first year of implementation. However, a major complication is that academic restructuring and SET are tightly integrated and complementary. Both are strategies (economies of scale vs workflow/workforce optimization) to mitigate the organizational impacts that result from the budget cuts so that the academic mission is sustained even as the number of people available to support it is significantly reduced. That they produce overlapping outcomes makes it virtually impossible on a month-by-month basis to separate the financial and service quality impacts resulting from the two strategies. For that reason, the financial and service metrics below are looking at outcomes that result from both elements of UAT.

1) Financial

The purpose of this metric is to track progress towards achieving the UAT goal for cost reduction.

Proposed metric: The annualized cost related to administrative staff and academic leader salaries and benefits (on an FTE basis) will be tracked separately with their sum intended to meet a reduction target of \$29M over the fiscal year ending March 31, 2022. These reductions are inclusive of Deans, College Deans, Vice Deans, Associate Deans, Chairs, Associate Chairs and all salaried administrative staff, excluding student employees.

2) Quality of Shared Services

The purpose of this measure is to provide reassurance that acceptable quality of service is being maintained despite the reduction in expenditure to provide those services.

Proposed Approach: Through a monthly survey of key stakeholders, shared service quality will be monitored at a high level through standardized questions using a 5 point Likert scale, recognizing that different services are being restructured at different times. This will be administered by the SET office to faculty, staff and students as part of its monthly pulse surveying.

Key stakeholders that will be surveyed include key client leaders such as College and Faculty General Managers and Academic Department Managers. For student-facing services, student leaders and a representative sample of users would be polled. For faculty-facing service, faculty leaders and a representative sample of users would be polled. These individuals will be asked to reflect on their personal experience with the services. Respondents will be asked about various aspects of the service including timeliness, whether their particular needs were met and overall satisfaction.

(Note that experience at other institutions indicates that service quality indicators generally initially fall before eventually recovering when restructuring occurs as both providers and users struggle to adjust to new processes. For that reason, a target is not proposed.)

3) Interdisciplinarity

The purpose of this measure is to validate that the college structure is successful at supporting interdisciplinary academic activities.

Proposed Approach: Interdisciplinary scholarship and learning occurs in diverse contexts across the university, making it difficult to quantify in a manner that reflects the different approaches to scholarly work across the academy. We propose that this is an area that is more appropriately assessed through qualitative means and narrative and is perhaps better assessed at the 18 month review rather than on a month by month basis.